

# MEETING MINUTES

## MINTER FIELD AIRPORT DISTRICT

WEDNESDAY, JUNE 14, 2023  
6:00 P.M., REGULAR MEETING

MINTER FIELD AIRPORT DISTRICT  
201 AVIATION STREET  
SHAFTER, CA 93263

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### BOARD MEMBERS

WALT WEISHAAR	PRESIDENT
JOSH WILSON	VICE PRESIDENT
ANN STRADER	SECRETARY
DOYLE WILSON	TREASURER
JACK COLVARD	DIRECTOR

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1. **CALL TO ORDER** Director Walt Weishaar called to order at 6:00 p.m.
2. **FLAG SALUTE** Director Ann Strader led the Flag Salute.
3. **INVOCATION** Director Jack Colvard gave the Invocation.

4. <b>ROLL CALL</b>	<u>PRESENT</u>	<u>ABSENT</u>	<u>DIRECTORS</u>
	X		WALT WEISHAAR
		X	JOSH WILSON
	X		ANN STRADER
	X		DOYLE WILSON
	X		JACK COLVARD

### 5. **APPROVAL OF AGENDA**

**M/S: DIRECTOR STRADER; DIRECTOR DOYLE WILSON: APPROVED**

## 6. CONSENT CALENDAR

All items listed under the consent calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board, audience, or staff requests a specific item be removed from the consent calendar for separate action. Any item so removed will be taken up following the motion to approve the consent calendar.

### A. Approval of Minutes

1. Board Meeting Minutes for May 10, 2023
2. Special Board Meeting Minutes for May 10, 2023

### B. Financial Report

1. Approval of Voucher List for May 2023 in the amount of \$413,929.81
2. Approval of Financial Statements for May 2023
3. Budget Performance Fiscal Year To Date (FYTD), as of May 2023
4. Tenants in Arrears – Six (6); None (0) in the court or legal process. *Information only*

### C. Correspondence

1. None.

**M/S: DIRECTOR DOYLE WILSON; DIRECTOR COLVARD: APPROVED**

→ **DIRECTOR JOSH WILSON ARRIVED AT 6:04 P.M.**

## 7. PUBLIC TIME

Ron Pierce provided an update regarding Minter Field Air Museum.

## 8. NEW ITEMS

**A. Board Approval of Consent, Assignment of Lease, and Release between John Gingras and Joshua Knerr**

SR 011-23

**M: BOARD APPROVES OF CONSENT, ASSIGNMENT OF LEASE, AND RELEASE BETWEEN JOHN GINGRAS AND JOSHUA KNERR**

**M/S: DIRECTOR DOYLE WILSON; DIRECTOR STRADER: ALL AYES. APPROVED.**

**B. Board Approval of Consent, Assignment of Lease, and Release between John Gingras and Jonathan Hudson**

SR 012-23

**M: BOARD APPROVES OF CONSENT, ASSIGNMENT OF LEASE, AND RELEASE BETWEEN JOHN GINGRAS AND JONATHAN HUDSON**

**M/S: DIRECTOR DOYLE WILSON; DIRECTOR JOSH WILSON: ALL AYES. APPROVED.**

- C. Board Approval of Consent, Assignment of Lease, and Release between Martin and Bryan Chapman, and JetBlack Ventures LLC**

**SR 013-23**

**M: BOARD APPROVES OF CONSENT, ASSIGNMENT OF LEASE, AND RELEASE BETWEEN MARTIN AND BRYAN CHAPMAN, AND JETBLACK VENTURES LLC**

**M/S: DIRECTOR STRADER; DIRECTOR COLVARD: ALL AYES. APPROVED.**

- D. Board Approval of Year-End Budget Amendment for the Current Fiscal Year 2022-2023**

**SR 014-23**

**M: BOARD APPROVES OF YEAR-END BUDGET AMENDMENT FOR THE CURRENT FISCAL YEAR 2022-2023**

**M/S: DIRECTOR JOSH WILSON; DIRECTOR DOYLE WILSON: ALL AYES. APPROVED.**

- E. Board Approval of Adopted Budget for Minter Field Airport District, for Fiscal Year 2023-2024**

**SR -15-23**

**M: BOARD APPROVES OF ADOPTED BUDGET FOR MINTER FIELD AIRPORT DISTRICT, FOR FISCAL YEAR 2023-2024**

**M/S: DIRECTOR JOSH WILSON; DIRECTOR COLVARD: ALL AYES. APPROVED.**

- F. Board Approval of Minter Field Airport District Pay Schedule**

**SR 016-23**

**M: BOARD APPROVES OF MINTER FIELD AIRPORT DISTRICT PAY SCHEDULE**

**M/S: DIRECTOR JOSH WILSON; DIRECTOR STRADER: ALL AYES. APPROVED.**

- G. Board Approval of District Rate Schedule**

**SR 017-23**

**M: BOARD APPROVES OF DISTRICT RATE SCHEDULE**

**M/S: DIRECTOR STRADER; DIRECTOR JOSH WILSON: ALL AYES. APPROVED.**

- H. Board Approval of New District Office Operating Hours**

**SR 018-23**

**M: BOARD APPROVES OF NEW DISTRICT OFFICE OPERATING HOURS**

**M/S: DIRECTOR DOYLE WILSON; DIRECTOR COLVARD: ALL AYES. APPROVED.**

- I. Board Approval of Installation of 3 new 3-ton A/C package units at 742 Industrial Way.**

**SR 019-23**

**M: BOARD APPROVES OF INSTALLATION OF 3 NEW 3-TON A/C PACKAGE UNITS AT 742 INDUSTRIAL WAY; ACCEPTING QUOTE FROM WIL-LUC CONSTRUCTION IN THE AMOUNT OF \$19,973.28**

**M/S: DIRECTOR JOSH WILSON; DIRECTOR STRADER: ALL AYES. APPROVED.**

J. Board Approval of Parking Lot Seal Coat (per lease) at 5200 Doolittle Street, U.S.D.A. Building  
SR 020-23

**M: BOARD APPROVES OF PARKING LOT SEAL COAT (PER LEASE) AT 5200 DOOLITTLE STREET, U.S.D.A. BUILDING; ACCEPTING QUOTE FROM GEORGE STEWART JR IN THE AMOUNT OF \$7,500.**

**M/S: DIRECTOR STRADER; DIRECTOR DOYLE WILSON: ALL AYES. APPROVED.**

K. Board Approval on New Aviation Ground Lease for Poso Creek Development  
SR 021-23

**M: BOARD APPROVES OF NEW AVIATION GROUND LEASE FOR POSO CREEK DEVELOPMENT**

**M/S: DIRECTOR JOSH WILSON; DIRECTOR COLVARD: ALL AYES. APPROVED.**

L. Board President creation and appoint to AdHoc Committee. Committee to advise staff during the selection of new Administrative Assistant. Committee to be created for an advisory role only.

**AD HOC COMMITTEE, AS ASSIGNED BY BOARD PRESIDENT: DIRECTOR STRADER AND DIRECTOR WEISHAAR**

#### 9. STAFF REPORTS

General Manager, Jonathan Hudson, provided an update regarding projects and operations.

#### 10. COMMITTEE REPORTS

Director Doyle Wilson provided an update regarding the Finance Committee. Directors Josh Wilson and Weishaar provided an update regarding the Executive Committee.

#### 11. BOARD OF DIRECTORS ITEMS

Director Josh Wilson stated he will be unable to attend the next board meeting. Director Doyle Wilson requested status of airfield bathrooms. General Manager, Jonathan Hudson, stated the estimated completion of the airfield bathrooms is in two months.

#### 12. ADJOURNMENT

***Director Walt Weishaar adjourned the meeting at 6:40 pm, to July 12, 2023 at 6:00 pm.***

Submitted the 15<sup>th</sup> day of June 2023

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Daniel Ponce, Clerk of the Board