

MINUTES
REEDLEY AIRPORT COMMISSION MEETING
Thursday, May 16, 2019

1. **CALL TO ORDER**
A meeting of the Reedley Airport Commission was held at the Reedley Community Center, 100 N. East Avenue, Reedley, California and called to order by Chairperson Carl Smith at 4:00 p.m.
2. **ROLL CALL AND INTRODUCTION OF GUESTS**
 - A. Commissioners Present: Carl Smith, Chairperson; David Richey, Vice Chairperson; Robert Harris; Anthony Jewell; Robert Mason.
 - B. Commissioners Absent: None.
 - C. Staff Present: Sarah Reid, Airport Manager; Denise Phariss, Administrative Assistant.
 - D. Others present: John Johnson, Reedley College Instructor.
3. **APPROVAL OF MINUTES**
 - A. A small correction was mentioned to item 6B. It should have stated that food would be purchased for 500, not 400. Motion by Commissioner Harris, seconded by Commissioner Richey to approve the April 18, 2019 Airport Commission minutes, as corrected. Motion carried.
4. **PUBLIC DISCUSSION – None.**
5. **RECOGNITION OF OUTGOING COMMISSIONER DAVID RICHEY –**Commissioner Richey was presented with a volunteer coffee mug and certificate of appreciation from the City of Reedley for his 10 years of service on the Airport Commission. The Commission expressed their thanks for David’s contributions to the Airport.
6. **ORAL AND WRITTEN COMMUNICATIONS – None.**
7. **UNFINISHED BUSINESS**
 - A. **Airport Barbecue Wrap Up** – Comments and suggestions for next year – Staff did a super job. Raffle items were nicely displayed. City Council members that were there felt the event was well done. The Cadets did a great job parking cars; their golf cart with the flag was done properly. They also helped serve the food. Nice that the Fire and Police Explorers and Sequoia Safety Council (ambulance) displayed their vehicles. Everything ran very smoothly, except a few issues with the free airplane rides. A different system will be used next year so that once registered for a ride they can participate in our other activities while they wait for their turn. Unfortunately, there were only two airplanes and 3 pilots giving rides. John Johnson volunteered to recruit pilots and airplanes for next year’s event. Another issue was the uniformed volunteers moving to the front of the line when others had been waiting in line for hours. A suggestion was made to have a raffle with a limited number of rides for Cadets and Explorers. Next year a list of responsibilities could be created before the event and then fill in the spots when volunteers show up. Cadets/Explorers should be utilized to guard the electric airplanes to keep spectators out of them. Many positive comments were received about the guest speaker – Raymond McClure. A special thanks to John Johnson for bringing out the flight simulator. He was originally planning on providing airplane rides, but his aircraft was not able to be certified in time. Next year, he will promote the event within the

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aviation community in order to get more aircraft displayed. Next year's target date: May 16, 2020. John told about the app called "Social Flight" that lists all fly in and airport events. Signs need to be posted in the outside parking area to direct people to the south entrance to park. A sign could be posted on the south end of the fence by the school. The hotdog meal could be served earlier – 10:30 start time. Sarah Reid suggested renaming the event to be an "Open House". She indicated that the Fire Department Open House is similar to what we do for our event. It might be a better description of what our event has evolved into. She asked the Commission to think about it and will be discussed at a later meeting. The Airport Barbecue recap report was distributed to the Commission to review. Comments received at today's meeting will be included in the notes for this year.

8. STAFF REPORTS

A. Airport Manager – Sarah Reid

- 1) Reported that staff is thinking about holding a food truck event at the airport in the fall of 2020. The Chamber and City are partnering to hold one at Cricket Hollow this fall
- 2) A letter was sent to all airport tenants that hangar rent will increase in July 2019.
- 3) The Department will be experiencing a large staffing turnover – Denise Phariss is retiring in July and there is conversation about switching service providers for transit which would affect the front office staff and the transit drivers.
- 4) The City Clerk will be advertising for vacancies on two commissions, including the position vacated by Commissioner Richey.
- 5) On June 4th Sarah Reid will present the department's budget to City Council. She invited the Commission to attend, if possible.

9. COMMISSIONERS REPORTS

- A. BMX Agreement is due to renew in December. Staff is working on an agreement with Paul Huebert to repair the perimeter fence that was damaged by a tree. They will be given a rent credit for work done.
- B. Hangars are still full with a long waiting list.

10. ADJOURNMENT

As there was no further business to discuss, it was moved by Commissioner Mason seconded by Commissioner Harris to adjourn at 5:12 p.m.

Carl Smith, Chairperson

Sarah Reid, Airport Manager

Denise Phariss, Administrative Assistant