

**MINUTES**  
**REEDLEY AIRPORT COMMISSION MEETING**  
Thursday, October 3, 2019 at 4:00 p.m.

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 Carl Smith at 4:00 p.m.
2. **ROLL CALL AND INTRODUCTION OF GUESTS**
  - A. Commissioners Present: Carl Smith, Chairperson; Robert Harris, Anthony Jewell; and Robert Mason.
  - B. Commissioners Absent: Mark Cacioppo
  - C. Staff Present: Sarah Reid, Airport Manager; Kayla Cheney, Administrative Assistant.
  - D. Others present: Butch Agrifoglio
3. **APPROVAL OF MINUTES**
  - A. Motion by Commissioner Smith, seconded by Commissioner Jewell to approve the July 18, 2019 Airport Commission minutes. Motion carried.
4. **PUBLIC DISCUSSION – None.**
5. **ORAL AND WRITTEN COMMUNICATIONS – None.**
6. **UNFINISHED BUSINESS**
  - A. **Airport Barbeque Planning** – Reid stated Susan Bell will come talk and have her plane on display for the Airport Barbeque. Reid is going to double check with Bell to make sure she has the correct date, for May 16, 2020. The Commissioners expressed that they would like to see if Bell can bring a video of her performing her Aerobatics since she will not be able to perform for the Barbeque. Bell requested for her expense of \$100.00 to be covered, all commissioners were in favor. She plans to fly in that morning and leave once the event is over. Commissioner Jewell suggested for there to be enough food to serve about 500 meals, Commissioner Harris mentioned more pilots for the day of the barbeque would be helpful. Reid suggested that there be flyers displayed after the 1<sup>st</sup> of January, promoting the Airport Barbeque. Dick and Bert Rutan were suggested for the future barbeque.
7. **NEW BUSINESS**
  - A. **Elect Chairperson** – Commissioner Smith showed interest in being re-elected as Chairperson. Commissioner Harris motioned, second by Commissioner Jewell. Motion carried.
  - B. **Elect Vice Chairperson** –
  - C. **Commissioner Discussion** - Commissioner Jewell expressed he would like to see someone younger on the commission. He is currently working on recruiting from Reedley College. Specifically, someone that is studying aviation would be a great asset. Reid expressed to Commissioner Harris and Commissioner Mason that they are more then welcome to continue on the Commission until both spots are filled. Commissioner Harris expressed that he will serve till his spot is filled. Commissioner Harris also mentioned that whether he is on the commission or not by the time of the barbeque he is still wanting to help out.

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- C. **Revised Airport Capital Improvement Program** – The city did not receive a designed grant for this fiscal year because the FAA showed concern with having funds available for the years of construction. The FAA do not want to fund a designed grant and have it sit on a shelf. At the annual FAA meeting which was held on September 11, 2019, the FAA asked that the construction of the apron be extended into three phases instead of two. City staff shared with the FAA about positioning the airport funds to be prepared for the local match. The ACIP priorities have not changed with the next few years focusing on the apron pavement. Motion by Commissioner Smith, seconded by Commissioner Harris. Motion carries. This item will go to City Council on October 22, 2019.

#### 8. STAFF REPORTS

##### A. Airport Manager

- 1) The skylight blew off last year, and staff has found it challenging to find a vendor or contractor to do the work. A quote was received for one thousand dollars to replace the one skylight. Reid expressed that if a solution is not found there will be a fix before the rain comes. However, a fix for all skylights in all old hangars is the goal. Staff is trying to find a permanent fix knowing there are more skylights to come in the near future. Commissioner Jewell suggested that the skylight be fixed with side panels.
- 2) Association of California Airports Conference (ACA) was held September 10-12 in Tahoe. At the annual conference staff held a meeting with the FAA to discuss the ACIP and the meeting went very well. Commissioner Jewell would like a presentation to the Commission if possible.
- 3) Un update was provided to the Commission on the Electrical Planes from Joseph Oldham.

#### 9. COMMISSIONERS REPORTS

- A. Capital Improvements –None.
- B. Landscaping/Parking – Maintenance went out and sprayed the star thistle weeds. Weeds in between the runway and taxiway are dying off. The mower has been gone since June; it needs a new engine. Three thousand dollars of repairs is required. It should be returned in the next few weeks.
- C. Public Relations – None.
- D. Airport Promotion – None.
- E. BMX Track – The agreement is expiring in December. Reid mentioned this agreement is being worked through now.
- F. Hangar Development – None.
- G. Hangar Vacancies - None. There has been some movement, but no vacancies. However, the city has received a notice of termination for a tie down, which is disappointing since this is more rare to come by.

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10. ADJOURNMENT

As there was no further business to discuss, it was moved by Commissioner Harris, seconded by Commissioner Smith to adjourn at 5:05 p.m.

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Carl Smith, Chairperson

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Sarah Reid, Airport Manager

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Kayla Cheney, Administrative Assistant