

MINUTES

CITY OF TULARE AVIATION COMMITTEE
Monday, January 22, 2024 at 6:00 p.m.
CITY HALL CITY MANAGER CONFERENCE ROOM (UPSTAIRS)
411 E Kern Ave

Mission Statement

To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper.

I. CALL TO ORDER

Meeting was called to order at 6:05pm by Michael Schoenau, Chairman.

II. PLEDGE OF ALLEGIANCE

Michael Schoenau led the Pledge of Allegiance.

III. CITIZEN COMMENTS

This is the time for citizens to comment on items within the jurisdiction of the Committee. The Committee cannot legally discuss or take official action on citizen comments that are introduced today. Each speaker will be allowed 3 minutes, with a maximum of 10 minutes per item, unless otherwise extended by the Committee.

No citizen comments.

IV. COMMUNICATIONS

Communications are to be submitted 10 days prior to a meeting to be considered for this section of the Agenda. No action will be taken on matters listed under Communications; however, the Committee may direct staff to schedule issues raised during Communications for a future agenda. Citizen comments will be limited to 3 minutes per topic, unless otherwise extended by Committee.

No communications.

V. STUDENT REPORTS

No student reports.

VI. CONSENT CALENDAR

All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion

- Approve minutes from meeting held on 08/28/2023
-Cris Colson motioned to approve the minutes. Robert Smith seconded the motion. All members were in favor.

VII. GENERAL BUSINESS

- Introduction of new committee members
 - New committee member, Charles “Chuck” Miguel was introduced to the committee. He joins the committee while also serving on the Planning Commission. He has been part of the Planning Commission for around 20 years. Chuck is eager to see the airport prosper.
- Discuss bylaws and any needed changes
 - Manny Correa asked committee members to read through all the bylaws that were sent out via email and bring any questions, concerns or updates that may be needed to the next meeting.
- Meeting with airport tenants
 - Manny Correa shared that a meeting took place with airport tenants to share all that has taken place at the airport and plans for the future. He shared that one of the tenants suggested doing an event at the airport where they bring out their airplanes for people to look at and do a bbq. Tenants also requested that if another tenant meeting takes place, that it be done out at the airport.
- World AG Expo – Air Traffic Control at Mefford Field
 - A quote was received in the amount of \$20,500 to provide air traffic control services at the airport during the World Ag Expo. Manny Correa shared that this is a large, yet necessary, expense for the airport each year. Manny said that a discussion will take place with those who run the World AG Expo to see if they will foot the bill or at least pay half. City/Airport staff tried to get volunteers to run the air traffic control at no cost, however, this was unsuccessful. Michael Schoenau, Committee Chairman, shared the backstory regarding Air Traffic Control at Mefford Field in prior years and the importance of this service for the protection of all utilizing the airport during the World AG Expo.
- New consulting firm for Mefford Field
 - Manny Correa announced to the committee that Kimley-Horn will be the new consulting firm for Mefford Field Airport. The City of Tulare went out to bid for a new consulting firm for Mefford Field and two firms responded. Score sheets were completed on the firms based off their qualifications and the results were presented to City Council, where they voted to approve Kimley-Horn as the consulting firm.
- 2022-2023 and 2023-2024 Airport Budget
 - Manny Correa shared the budget for the airport in the 2022-2023 and the 2023-2024 fiscal years. This information was shared to provide insight into scheduling of projects and maintenance at Mefford Field due to funding, or lack of. Manny shared that working with Kimley-Horn will open opportunities to acquire grant funding for Mefford Field.
- ACIP's
 - Manny Correa shared that the ACIP's were last updated in 2022, but asked committee members to review the ACIP's before the next Aviation Committee meeting and rate which projects should be of higher priority and be given more attention. He also asked committee members to bring any suggestions for additional projects that may not be on the ACIP.
- Update on gate access
 - Manny Correa shared that no changes to gate access will take place at this time,

but when it does, there will be a meeting scheduled to discuss if necessary. He did mention that a security plan needs to be put in place for the airport, regarding the gate, lighting, signs, etc..

VIII. ITEMS OF COMMITTEE INTEREST

-Marc Mondell, City Manager, took time to introduce himself to the committee, sharing his background, expertise, and plans for Mefford Field Airport. He spoke about Ocala Airport in Ocala, FL, sharing of improvements they made to their facility. He used this as an inspiration for what Mefford Field could be. Marc did mention that due to the size of Mefford Field, a lot of what Ocala Airport does, could not be done at Mefford Field. His suggestion is to make Mefford Field the greatest general aviation municipal airport it can be, providing the best experience to tenants and visitors. He spoke of the ideas of adding more t-hangars, increasing tenancy of aviation dependent manufacturing/assembling businesses, and building out the 26 acres of non-aviation land west of the airport to bring in revenue for Mefford Field.

IX. ADJOURNMENT

Meeting was adjourned at 7:50pm by Michael Schoenau.

In compliance with the Americans with Disabilities Act and the Brown Act, if you need special assistance to participate in this meeting, including the receipt of the agenda and documents in the agenda package in an alternate format, please contact the City Manager's Office at (559) 684-4200. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35, 104 ADA Title I), and allow for the preparation of documents in the appropriate alternate format.