

**Minutes of the regular meeting of the REDLANDS AIRPORT ADVISORY BOARD,
held December 4,2013, in the City Council Chambers, 35 Cajon St, Suite 2**

MEMBERS PRESENT: Ingrid Biglow, CHAIR
Dr. James Caley
John Caton, VICECHAIR
John Loy
Nicholas Costa
Miles Miller

MEMBERS ABSENT: Ron Klinkebiel

COUNCIL MEMBER: Miss Pat Gilbreath

STAFF: Chris Boatman, QofL Dept.

Guests: Dennis Bell
Jim Ott, Redlands Aviation
Bob Pearce

1. **CALL TO ORDER.** Call to order by Chairwoman Ingrid Biglow followed by the pledge of allegiance.
2. **PUBLIC COMMENTS:** Bob Pearce asked for a copy of a report concerning the (possibly illegal) body of water just east of the runway.
3. **APPROVAL OF MINUTES:** The minutes of the AAB meeting of October 2, 2013 were approved.
4. **NEW BUSINESS:** Chris Boatman reported on the routine maintenance of the airport; that the 4 runway lights have been replaced, and that requested reflectors for the ground and handrails about the Coyote hanger and tie-downs

have also been placed. A contractor has also replace missing and burned out bulbs on all of the light standards. Mr. Boatmen also confirmed the proper working order of the photoelectric cells responsible for the light intensity of the system. Some discussion followed in regards to "fine-tuning" the sensitivity and possible override of the system to get the lights to come on.

Mr. Caton mentioned that there are still not enough good reflectors on or about the berm occupying an area just north of the end of the runway. Miss Biglow suggested more specific reflectors be placed.

Next a review of the fiscal budget update was considered. The budget overview covered the last two years with the new information from the most recent year included. Mr. Boatman advised the board the any grant monies are credited to the asset column and that the final numbers reflect as much. The apparent shortfall for the last fiscal is attributed to the costs related to the paving project. An expected check didn't hit the coffers until this fiscal year. So the item will be adjudicated by the end of the current budget. Miss Biglow asks for a more detailed explanation of the finance charges. Although unsure, Mr. Boatman believes it's a loan payment or a revenue item. The board will continue the issue to the next meeting at which time Mr. Boatman promises to have a complete accounting of the matter. Miss Biglow asks for an explanation of the investment income, which appears to be the interest on cash balance. A question about the occupancy level of the hangers is made. Again unable to give a concise number Mr. Boatman offers to clear up all questions at the next board meeting at which time the budget will again be addressed.

Gate access to the airport remains constant, and Mr. Boatman reports that all the hanger leases have "manual escalators" built in and that an audit will be made to confirm that lease increases are in fact occurring as indicated. Current grant monies are being held awaiting an appropriate project for expenditure, possibly additional lighting or rehab of pavement on the east end of the airport. Current grant money was applied to design work last year and paving this year.

Airport salaries came in to question by John Canton. Mr. Boatman advises the board that the airport does not have "exclusive" employees. There are an allotted number of hours dedicated to airport business, Salaries were reduced in the 2012-2013 fiscal year. Loss of the fire truck will provide additional savings to the budget.

Bob Pearce asked if the budget reflects the 10k that the state provides to the airport. Mr. Boatman will investigate and report next time.

The proposed fire extinguisher training program will be offered to the board and airport patrons as well. The course will include a class, demonstration of the actual equipment as well as the location of extinguishers around the airport. Bob Pearce suggest that it be held in conjunction with the EAA meeting. The date of January 18 is agreed upon by the board.

The onsite washing of planes has raised concerns adhering to the states water quality requirements. The contaminated water MAY constitute a violation of the statute. A consultant will provide the guidelines as well as other pertinent info pertaining to compliant with the regulations, possibly at the next meeting. The idea of using grant money to help solve the problem was offered by Mr. Canton.

An investigation by the city attorney into the "reservoir" has begun as to the legality of its existence. The board will continue to advise the city of our concerns those being primarily, safety, and maintenance of the airport as it relates to the site. Per Mr. Boatman, the county has been notified that the dirt pile, a separate entity has been confirmed as a project in clear violation of the law. The city has forwarded the 1 year extension to the county with comments, again proving its illegal existence. No word back as of yet.

5. AGENDA ITEMS FOR NEXT MEETING:

- a. Air show update
- b. Possible revenue for the city from the air show

(during this part of the meeting, there was quite a bit of discussion regarding the fact that the city has not benefitted financially from the air show. Examples of the March air show and the revenues they collect, as well as the connection of Hanger 24 to its charitable arm, were brought up. Although not new or old business really, I make mention of it here in Agenda items. Pat Gilbreath admonished the board to stay on track with the agenda items)

c. Budget

d. Fire extinguisher meeting

e. Water Quality update

f. Project updates-Dirt pile

pond

water fowl

g. Air port cameras

6 .ADJOURNMENT TO NEXT MEETING