

Minutes of the Regular Meeting of the City of Redlands Airport Advisory Board
August 5th 2015 at 5:00 PM
Community Center, 111 West Lugonia Ave, Redlands, California

MEMBERS PRESENT:

Ingrid Biglow, Chair
Ron Klinkebiel
Miles Miller
John Oros

Members Excused:

Dr. James Caley
John Loy
Kevin Hockenson

REDLANDS CITY STAFF:

Chris Boatman, Assistant Director, Quality of Life
Kelsey Gormley, Quality of Life
Will Hamilton, Quality of Life

GUESTS:

Bob Pearce, Former Advisory Board Member
Ted Gablin, President of Redlands Airport Association
Cindy Gablin, Secretary of Redlands Airport Association
James Hoyt, Media Contact of Redlands Airport Association
Mr. Dennis Bell
Isaac Tate
Carol James
John E. James, City Council Member, Liaison
Ed Barry
Beth Calvert, Country Inn, Presenter
Pamela Vengarick, Good Nite Inn, Presenter

I. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

The meeting was called to order at 5:00 PM by Chair, followed by the Pledge of Allegiance.

II. PUBLIC COMMENTS:

There was one comment from the audience; Mr. James Hoyt made a request that Fire Hydrant on Sessum, (close to Hangar 24) to have **red painted on curb side**.

III. APPROVAL OF MINUTES:

Minutes of July 1st meeting were approved on a motion by Mr. Klinkebiel, seconded by Mr. Oros, voted to accept unanimously 4/0.

Minutes of July 15th meeting were approved on a motion by Mr. Klinkebiel, seconded by Mr. Miles, Mr. Oros abstained, votes to accept were 3/0.

IV. Status Reports

- a. Financial update presented by Finance Department staff – Ms. Gormley Quality of Life stated no report was available at this time. **Mr. Miles** requested hard copies for next reporting of financials.
- b. Bi-Monthly Airport Activity Overview **Mr. Hamilton** Quality of Life, since of his new tenure Mr. Hamilton plans to prepare required reports for future meetings. Board request, order of protocol regarding prevention of runway incursion during sweeping. **Chair** inquired if Mr. Eric Reeves and Mr. Dale McCue were still point people for airport maintenance; East end wind sock had light inoperable status as of this date; **Chair** had correspondence with Mr. Rick Cross (Airport Coordinator) requesting Light issue to be corrected. The Board also brought to the table a request that a squawk sheet be available on City web site, under heading “Airport Repair and Maintenance,” to prevent small issues to become critical. (Mr. Chris Boatman had arrived at this point.)
- c. Airport Improvement Funding Update; Mr. Hamilton is working through the categories of exemption and the environmental areas, to complete for FAA of funding, with the Lighting/Signage (he spoke jointly with two items, b. and g. below under new business. After those layers are completed City will seek bids for the jobs at hand. Being that the deadline is approaching for grant monies, the Board requests timely completion of the FAA’s requirements as well as available Caltrans grant monies. **Ms. Gormley** reported that a comprehensive airport assessment will take place in a near future, which will encompass in depth funding requirements. (**Chair** remarked that the meeting was being recorded.)

V. New Business

- a. **Presentation by Redlands Chamber of Commerce** promoting hotels within the airport’s influence. Ms. Vengarick and Ms. Calvert gave a power-point presentation with accompanying hardcopy handouts to mirror power-point feature, hoping to build a partnership with the airport and Chamber of Commerce. In addition to feature City’s various activities, activities such as the Redlands Bowl, Air-Fest, and many beautiful sceneries Redlands offers. Ms. Vengarick and Ms. Calvert are hoping to cross reference activities via a brochure in the Airport Lobby, direct visitors to the City’s web site, thereby link and build a bridge for hotel guests to stay in the City and experience fine dining and activities City offers in conjunction with free shuttle service to and from venues. Captain Oros suggested tying in link to AIRNAV.com jointly to the Chamber and the City.

b. Temporary Flight Restriction for San Bernadino Air show in October **16, 17**, these times and dates will have minimal impact on Redlands Airport daily operations, however pilots shall be aware of NOTAM as always and postings of TFR's time frames on these two dates.

c. Stockpile status update

Mr. Boatman reported The issue is in the Code Enforcement hands and times, proportions, of removal, "be aware this is early on in the process of dirt removal."

d. Plane wash rack construction possibilities **Mr. Boatman** reported that our grant monies are not covering and cannot be made to fund a wash rack, therefore we will still proceed creatively to find another source of funding.

e. Airport Facilities Maintenance updates, Ms. Gormley again mentioned about runway sweep; a suggestion for a squawk sheet, a link to City web site, for the airport community to report airport item/issues before becoming critical.

f. Airport Capital improvement plan * see below under asterisk

g. Lighting/signage update

h. Signage/permits/licensing on new construction update;

i. Research Environmental Impact Report re: "Citrus Reservoir," Board members inquired if there is Water Fowl Mitigation plans in place; to which Mr. Boatman and Chair exchanged ideas and a request to have a representative be invited to the Advisory Board Meeting and speak on conditions as they stand, in addition for a group tour of the Citrus Reservoir to augment the understanding of this huge Reservoir project. **Chair** requested a letter be sent by City, Quality of Life indicating this desire." **Mr. Pearce** spoke on City requesting AIP funds, requesting a REVIEW on the environmental impact report to make changes, because those funds are available and another asset to correct the deficiencies that are grossly overlooked. The Airport is under duress with potential water fowl, 1400 feet from runway.

j. Updated Fire Equipment purchase and training schedule by Quality of Life Dept. Mr. Hamilton gave a brief update that the coordination are taking place with Fire Chief Frazier to initiate fire equipment training, to which Chair requested this to occur on airport property.

***Mr. Boatman** at the next Regular meeting stated that we will be looking for comments from the Airport Advisory Board members, regarding their individual preferences, to give timely order of priority of activities of **grant funding**. **Chair** encouraged Board Members to study the Airport Master Plan, as well as visit the Airport property, in addition assess the surrounding properties to be familiar e.g. with Citrus Reservoir, in order to make intelligent recommendations to the City Council. At the next meeting members of the Board will prioritize funding to tasks.

VI. Old Business

- a. Discussion and possible action of airport activity regarding Toys for Tots, a presentation by **Cindy Gablin** (RAA), accompanied handouts to Mr. Boatman and AAB Members. Ms. Gablin explained that Toys for Tots is going to be an Open House, with static display of planes, cars and Motorcycles, Aviations swap meet and where people can donate Toys for under privileged children for Christmas. **Chair** read background excerpt from Mr. Joel Rothschild, mailed to her, "Toys for Tots campaign is one of the noblest enduring events in the U.S., founded in 1947 and run by United States Marine Corps Reserve. Not only does the event help underprivileged children, it also helps the local economy by spurring spending for a charitable cause." To this venue, **Mr. Boatman** will respond as to City's position if any required limits, regulations or licensing is necessary. He also stated for the AAB to make any recommendations to this activity at the Redlands airport, this item has to be agendized.

VII. Possible Agenda Items for Next Meeting:

- **Toys For Tots and AAB's recommendations**
- **Redlands Chamber of Commerce and AAB's recommendations**
- **Status of airport maintenance**
- **Updates on development projects within the airport influence area**
- **Stockpile update**
- **Reservoir update, EIR/Water Fowl; letter update**
- **AIP funding and projects update**
- **Financial update; requested handouts**
- **Redlands Municipal Code 18.132.020 (pending)**
- **Other-as necessary**

Meeting adjourned 6:20 PM

Next regular AAB meeting is scheduled Wednesday October 7th 2015

Minutes submitted by:

Ingrid M. Biglow

Airport Advisory Board Member

- Attachment