

Minutes of the Special Meeting of the City of Redlands Airport Advisory Board

April 10, 2013, 6:00 P.M.

Redlands Municipal Airport Lobby, 1745 Sessums Drive, Redlands, California

MEMBERS PRESENT: John Caton, Chairperson
Ingrid Biglow, Vice Chairperson
Nicholas Costa
James Calley
Ron Klinkebiel
John Loy
Miles Miller

COUNCIL MEMBER: Pat Gilbreath

STAFF: Danielle Garcia, Quality of Life Dept., Senior Project Manger
Chris Boatman, Quality of Life Dept.

GUESTS: Robert Bledsoe, Director of Marketing, Hangar 24 Brewery
Bob Pearce, Former AAB member
Jim Ott, Redlands Aviation, Fixed Base Operator
Christopher Davis, Air Boss of Hangar 24 AirFest

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

The meeting was called to order at 6:11 P.M. followed by the Pledge of Allegiance led by Ms. Biglow.

2. PUBLIC COMMENTS

No public comments were heard at this time.

3. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF 03/21/2013

The minutes from the special meeting of March 21, 2013 were reviewed. After correction of a minor error, a motion to accept the minutes was made by Mr. Loy, seconded by Mr. Klinkebiel and passed by the board.

4. NEW BUSINESS

A. Report by Hangar 24 on status of May 18th air show planning

This special meeting was scheduled primarily for the AAB to be thoroughly briefed on the events and procedures of the upcoming Hangar 24 AirFest and 5th Anniversary Celebration to be held at the Redlands Municipal Airport on Saturday, May 18, 2013. The newly-formed Hangar 24 Charities will be the beneficiary of all proceeds derived from the AirFest and Anniversary Celebration.

Mr. Robert Bledsoe, Hangar 24's marketing manager, attended the meeting, in lieu of the corporate event organizer, Patricia Holohan, to brief the board on the non-flying activities planned for the AirFest. Mr. Bledsoe distributed a press release to board members. The release describes the event as "part air show, part concert, and part food and beer festival." It will be a 13-hour event.

Mr. Bledsoe covered the following areas: Air show performers, ticket sales, food and beverage availability, musical entertainment, family activities, parking considerations, traffic flow and control, and shuttle service to and from downtown Redlands. He said that attendance, based on previous events of this nature, is expected to range from 10,000 to 15,000.

Ms. Garcia added details on location of parking and also mentioned that traffic would be regulated by one-way traffic to the event.

AAB chairman Mr. Caton commented that with a 13 hour event and up to 15,000 spectators, he was concerned about the security of the airport. Without sufficient security in place, spectators could wander into the airport outside the designated AirFest area. Mr. Caton emphasized that security and safety of city airport property, aircraft, personnel and hangar tenants are of paramount concern to the board. Access to alcoholic beverages by spectators could be a contributing factor to breaches of safety and security.

Mr. Bledsoe responded that Redlands Police Department will be the primary organization at the event to provide security. To his knowledge, no other security assets have been privately engaged by Hangar 24. Ms. Garcia said seven to eight officers are expected to patrol the crowd with an additional two roving units available. Ms. Garcia assured the board that the Police Department has been part of planning of the event from the beginning.

Board member Mr. Miller, who is also a CVP/Park Ranger, expressed concern that it might be difficult for the city to exclusively dedicate that many professional Redland officers to adequately cover the large crowd for the 13-hour event. He suggested that security could be expanded by other volunteers and the use of members of CVP.

Mr. Bledsoe assured the board that planning for the event continues and details and requirements are being updated as new information becomes available. He said that if it is determined that additional security is needed, it will be included.

Mr. Christopher Davis, the Air Boss of the event, is the individual in control of all AirFest flight activities, as well the operation of the airport from the start of the event at 0800 until the last flying of the AirFest after dark that evening. Safety is paramount.

Mr. Davis presented the each AAB member with a detailed schedule of the flying portion of the AirFest. He advised that more flying acts are possible. Regarding safety and security, Mr. Davis said that he will establish spectator boundaries and a "crowd line" facing the taxiway, beyond which no one is permitted to pass. If anyone breaches the established boundaries, Mr. Davis is obligated to shut down the show.

AAB members inquired if provisions had been made for access to private hangars by airport tenants on the day of the AirFest. Ms. Garcia said that to date those details have not been finalized. The board maintains that anyone leasing a hangar at the airport must not be restricted from access. This will be discussed further at the next AAB meeting.

Mr. Davis inquired about the insurance policies required by the city for this event. Ms. Garcia said that the Risk Management department has been working with Hangar 24 Charities regarding standard event policies that are required for the AirFest. Mr. Caton requested that the airport manager notify aircraft owners and occupants of the timeframe for moving aircraft out of the AirFest spectator area. Ms. Garcia said that correspondence is being drafted to notify aircraft owners, occupants, and those who have tie-downs of all the details and restrictions surrounding the AirFest to which they must comply. The AAB suggested that aircraft be moved not later than, Thursday, May 16, two days before the event.

In the event that aircraft are not moved by their owners, the Airport Municipal Code, paragraph 12.56.230, permits the airport manager to do so after a reasonable effort has been made to locate the owner. Ms. Garcia said she would coordinate this correspondence with the AAB chairman.

Members of the AAB emphasized that in the future, Hangar 24, or any other organization, that is involved in planning and executing an air show at the Redlands Municipal Airport **must** begin planning the event much earlier than is the case for this 2013 AirFest. The AAB is extremely disappointed that its repeated requests for proposed events from prospective planners were not acknowledged sooner. The board suggests that the planning process begin at least one year before such an event.

B. Report by staff on airport maintenance

Mr. Boatman reported that since the last AAB meeting, weed abatement spraying continues. maintenance was also accomplished where needed and the paving project of the ramps and taxiways is complete. Removing debris from the runway continues as an ongoing task. The dirt mound situation on the approach to runway 26 continues to be closely monitored.

5. OLD BUSINESS

A. Mr. Boatman informed the AAB that the annual report on AAB accomplishments for 2012 and goals for 2013 is scheduled for presentation to City Council on May 7, 2013. The ad hoc committee of Mr. Caton, Ms. Biglow, and Mr. Loy will finalize the 5-minute City Council presentation. Mr. Loy will present.

B. Regarding review of the proposed changes to Chapter 12.56 of the Redlands Municipal Code which pertains to the airport, Mr. Boatman recommended that the AAB continue the issue until the next regular meeting scheduled for June 5. He needs to consult with the Police Department about one item in the amended text. The action was continued.

6. PROPOSED AGENDA ITEMS FOR JUNE 5, 2013 MEETING

- *Review of the 5-Year Plan
- *Air Fest after-action (lessons learned) report by Hangar 24.
- *Discussion and possible action regarding recommendation to City Council on the ordinance text amendment to Chapter 12.56 of the Redlands Municipal Code

7. MAY 1 SPECIAL MEETING

The AAB members resolved to hold another **Special Meeting on Wednesday, May 1, 2013**, to allow the board to be updated on final AirFest details regarding the security, safety, and aircraft logistics/movement issues. It was suggested that a member of the Police Department review security procedures. The Special Meeting will be held at the Airport Lobby at 6 P.M.

8. ADJOURNMENT: The next **Regular AAB Meeting** is scheduled at the City Manager's Conference Room, **Wednesday June 5, 2013, at 5:00 P.M.**

The meeting was adjourned at 7:50 P.M.

Submitted by:

Nicholas Costa, Board Member