

Minutes of the Redlands Airport Advisory Board Meeting held at 5:30 PM

October 7, 2015

City Council Chambers, 35 Cajon Street, Suite 2, Redlands, California

There was no Teleconference for this meeting.

Members Present: Ingrid Biglow Chair
Ron Klinkebiel
Dr. James Caley
Kevin Hockenson
Miles Miller

Members Absent: John Loy
John Oros

Staff: Kelsey Gormley
Will Hamilton
Chris Boatman

Guests:

John James, City Council Member	Cindy Gablin
Ted Gablin	James Hoyt
Rebecca Clemens Wells	Bob Pearce
David Guthmiller	Steve Willer
Armando Walles	Bill Ingraham
Mark Stanson	Sue Cook
Wayne Reid Jr.	

I. CALL TO ORDER, ATTENDANCE, PLEDGE OF ALLEGIANCE:

The meeting was called to order at 5:32 PM by Chair Ingrid Biglow and was followed by Pledge of Allegiance.

II. PUBLIC COMMENTS: **Steve Willer** posed the questions as to how the AAB, as well as community members will be involved in the approved contract by the City to Coffman Associates regarding Airport Land use.

III. Approval of Minutes: The minutes of September 2, 2015 were approved 5/0 as amended, by a motion of **Mr. Ron Klinkebiel**, second by **Ingrid Biglow**.

IV. Status Report:

a. Toys for Tots “Stuff a Plane With Toys for Tots”:

- **Cindy Gablin** provided an update for the event noting changes in Catering to Nohemies Catering.
- Event details are coming along well.
- **Ingrid Biglow** is requesting a sweeping of the entry; **Kelsey Gormley** will be looking into the feasibility of this request.
- Any and all volunteers are needed for the event.

b. Financial Update: This item was tabled, as this department was not ready and will be moved to the December AAB meeting.

c. Maintenance Update: Will Hamilton mentioned the work orders that were placed regarding lighting issues are being addressed through a vendor. The various restrooms that are in need of up keep are outside of the cities responsibility, but the city is working with the leaseholders to insure these are maintained. There is minor wear and tear maintenance being done to various hangers the city owns as well.

d. Fire Equipment for the Airport: Will Hamilton mentioned he is still working out the details with the fire department to finalize what equipment will be purchased and how training will be scheduled thereafter.

e. Signage/Permits/ Licensing on New Construction in Airport sphere of influence: Will Hamilton mention there is nothing coming through at this time. **Madam Chair Ingrid Biglow** formally requests the board members as well as the public be aware of any new proposals surrounding the Airport.

f. AIP Funds to Date, and Prioritization of the Funds: Will Hamilton mentions there was an approved Grant for \$136,000 not counting the City’s share for lighting and signage project. There is an assigned Engineering Company to determine scope of work. It is noted at this time that Director

Chris Boatman joined the meeting. **Mr. Willer** asked if the city had applied to the state for the annual \$10,000 from Caltrans. **Will Hamilton** stated that is was applied for. **Bill Ingraham** provided clarification that the grant is an administrative process with the state which is applied for after you bid the project, that can be either \$10k with a 5% City Match. **Chris Boatman** suggested that a subcommittee be created around the Prioritization Project to save time. **Eric Fraser** recommended to the AAB that they seek input from Airport users for AAB discussions and prioritizations. **Board Member Kevin Hockenson** volunteered for the prioritization subcommittee along with **Madam Chair Ingrid Biglow**. An additional AAB meeting will be scheduled to approve finalized Prioritization. **Ted Gablin** wanted to remind everyone to refer the master plan, and to use the Redlands Airport Association as a venue for communication. **Mr. Bob Pearce** addressed the board and stated that he feels the AAB is lost without the Master Plan, and cannot effectively protect it without knowledge of it. He is ashamed of the board for not reviewing the master plan.

- g. Research Environmental Impact Report on Citrus Reservoir Speaker from DWR:** Chris Boatman indicates that they have not received confirmation from DWR staff to attend. It is recommended that this item be placed on the next meeting's agenda.
- h. Open Space, Zoning Status, FAA Legal Restrictions and findings Documentation requested by City Council:** **Mr. Chris Boatman** mentioned that the city council approved Coffman Associates to assist in airports documents. Item is set to return to City Council November 17, 2015 for the findings. This is specific to Diversified Pacific's Project proposal. **James Hoyt** asked the question that if in the documents there is a noise study. Chris Boatman stated it is in the documents and that the noise study could be sent over to the RAA. **Mr. Eric Fraser** made the comment that the noise study would not be a factor, but only one data point was collected during the period of study.

V. New Business:

- a. Air Fest Planning:** **Sue Cook** presented to the Board with her new associate **Rebecca Wells**. It is mentioned that Hanger 24 has some details to finalize before the application. It has been determined to be a one-day event on May

14, 2016. The format will be very similar to the 2015 airshow. Hangar 24 is working with Redlands Police for traffic, and look to make improvements to traffic flow. They are seeking any input or recommendation to help improve the event. **Chris Boatman** mentions that the timeline is part of the process, along with creation of a subcommittee to bring information to the City Council. **Sue Cook** would like to get a City Council approval by February.

b. Airport Sub-committee for Hanger 24 Airfest 2016: Madam Chair

Ingrid Biglow requested Volunteers from the board members. **Dr. Caley** as well as **Ingrid Biglow** will be Airfest Subcommittee members with **Kevin Hockenson** as a stand-In. Volunteers are open to join the committee on the dates provided for the Sub-Committee.

- c. Election, Chair and Vice Chair:** Slate of nomination preceded the following. Nominations for Chair and Vice Chair of the Airport Advisory Board were requested by the current Airport Advisory Board Chair **Ingrid Biglow**. Board Member **Ron Klinkebiel** nominated **Ingrid Biglow** for a second term as Airport Advisory Board Chair. Motion was carried 5/0 to elect **Ingrid Biglow** as Chair made by **Ron Klinkebiel** and seconded by **Ingrid Biglow**. Ingrid Biglow, who also nominated Kevin Hockenson, requested nominations for Vice Chair. Motion was carried 5/0 to elect **Kevin Hockenson** as Vice Chair by **Ingrid Biglow**, and seconded by **Ron Klinkebiel**. **James Hoyt** posed the question of absenteeism of other board members and what was going to be done about it; **Ingrid Biglow** has addressed this with **Director Chris Boatman**.

VI. Old Business: No items were addressed.

- VII. Possible Agenda Items for December 2, 2015:** **Ted Gablin** posed the question to the board to address airport land use planning around the airport. He is requesting that people with airport knowledge be involved with airport decisions or decisions around the airport. **Will Hamilton** wanted to mention that the ACIP project list has two new items in regards to erosion control mitigation that were not part of the Airport Master Plan but is a recent development. This will remain on the agenda for further discussion.

VIII. Adjournment at 6:30pm, to Next Regular Meeting Wednesday, December 2, 2015.

Submitted by Kevin Hockenson

