

Airport Advisory Board Meeting held at 5:30 pm MINUTES of December 2nd 2015
City Council Chambers, 35 Cajon Street, Suite 2, Redlands, California

Board Members:

Ingrid Biglow, Chair
 Kevin Hakanson Vice-Chair
 Ron Klinkebiel
 John Loy
 John Oros

Members absent:

Dr. James Caley
 Miles Miller

Staff:

Will Hamilton, Quality of Life

Guests:

Bill Ingraham	Eric Fraser
Gil Brown	Ensen Mason
Bill Ingraham	Carol Brown
Gil Brown	Robert Pearce
Ted Gablin	James Hoyt
Joel Rothschild	Mark Stanson, Hangar 24
Steve Willer	Cindy Gablin
John James, City Council Member	
Mayor Paul Foster (attended briefly)	

I. CALL TO ORDER, ATTENDENCE, PLEDGE of ALLEGIANCE

The meeting was called to order at 5:30 PM by Chair Ingrid Biglow and was followed by Pledge of Allegiance.

II. PUBLIC COMMENT: Mr. Hoyt inquired about Board member's absentees and when position would be filled.

III. Approval of Minutes: The minutes of October 7th, 2015 were approved by a motion of **Chair**, second by **Mr. Klinkebiel**, 3/0 by bona-fide voting members.

IV. Old Business

a. **None**

V. New Business

a. None

VI. **Discussion, Possible Action and Information items:** Chair explained the new format of Agenda e.g. to be in compliance with all Boards and City Commissions.

A. Information items request by the Commission

a. Update on airport maintenance: **Mr. Hamilton** reported on airport lighting project, with Q o L staff member assigned to the project as well as for ongoing issues, e.g. segmented circle, to be properly maintained by assigned QOL staff. In addition **Mr. Hamilton** reported that weed abatement has been completed. In addition he is working with appropriate lease holders to keep bathroom facilities sanitized, secure and serviceable. At this juncture **Chair** reported "tour of airport," a visit by **City Manager Martinez and Director Boatman** on November 4th, and **Chair** read off the following areas requested for improvement to Board Members:

- b. 1. Alerting Tenants from the far South Easterly area to complete timely weed abatement.
- c. 2. Replacement of fuel hoses (Jim **Ott**)
- d. 3. The roof of **FBO** Airport Lobby appears to be leaking.
- e. 4. Replacement of interior ceiling panels.
- f. 5. Paint lobby and two restrooms + floors in restrooms
- g. 6. New installation of indoor/outdoor carpet
- h. 7. New chairs and comfortable tables to do Flight Planning as well as a clean place to hold meetings and safety seminars.

Our Airport Lobby is **not going to look like "an old bus station" any longer**. I really hope that the above "cosmetics" will take place without waiting to be placed on **AAB** December Agenda, since some of these areas have already been discussed over a period of several years.

City Manager Martinez requested that he would like to continue a dialogue with Chair and Director Boatman.

In addition: Chair had an EAA member inquired if City is responsible to maintain and improve stretch of road, of: **Wabash Ave between Lugonia Ave (Hwy 38) and San Bernardino Ave**, asking that this road be improved and maintained.

Further maintenance areas brought to the attention of the AAB was City's responsibility to paint the totally **faded CENTER line of Runway 26** all the way to end of **Runway 08**.

- b. Update on fire equipment: **Mr. Hamilton** reported that Fire Department has purchased one piece of roll-away fire extinguishing equipment, it will be stored in shed where designated fire truck was at one time. **Chair** is again asking for a date of safety training to be scheduled.
- c. Update on Airport Capital Improvement Plan: **Mr. Hamilton** reported that the Lighting and Signage Plan project is under planned scheduling with grant monies, which may be under construction in spring of 2016. He will have additional ACIP next projects on AAB's agenda in February, after meeting with representatives next week from FAA. **Mr. Steve Willer** (RAA member) added that City is currently working on making prudent decisions in areas of Land Use Compatibility studies. He spoke on FAA grant funding eligibility to update Airport Master Plan, that there is opportunity for City as sponsor to request additional funds (Redlands is entitled to \$150,000 FAA grants per year) to assist in

updating the Master Plan Document. Additionally he urged the Quality of Life and Development Servicing Department to specifically speak on the Consultant Kaufmann's report that was done recently, and the road ahead, to set the parameters of AAB's authority/involvement and collaboration with Q of L of recommendations, to members of the City Council. The Airport Master Plan update is AIP funding eligibility to help offset City's costs.

Mr. Bill Ingraham (Airport Consultant) spoke on: 1. Disclosure of 10,000 foot parameter around the airport is often lost during real estate transactions. 2. The Land Use Comprehensive Plan defines the line, however is not eligible to Federal grant funds, however we can still request some State grant monies. The Master Plan is a good Document if you stick with it. 3. There is not an approved budget on the Federal plan, only a short term plan and spoken for in grants when the ACIP monies become available.

Chair read off Ad Hoc's recommendations to the Board from "List To Prioritize" October 28th 2015
Summary of Meeting:

Regarding the current project list provided in the airport master plan; it was determined to leave the current projects as they are on the master plan. We are recommending to the airport advisory board to add the following projects with the scope of 0- 5 years.

- 1. Erosion control and Fencing maintenance around the airport on both the north and south side of the airport.**
- 2. Adding a phase 2 to the current lighting project and to fix the lighting of the segmented circle.**
- 3. Culvert Project, to fill in the existing open culvert on the west ramp.**
- 4. Repaving of additional ramp areas on the airport.**

- d. Discussion of reservoir (Citrus Reservoir) located northeast corner of Opal Avenue and San Bernardino Avenue within San Bernardino County.

Since Q of L still does not have a speaker lined up **Mr. Will Hamilton** requested AAB to draft a letter to DWR, to expedite the process and to address the aviation safety features. Mr. Gablin and Chair will take on that task.

- B.** Information items provided City staff
 - a. Update on Hangar 24 **Mr. Mark Stanson** reported that everything is worked up as much as possible on May 14, 2016 with free tickets for the airport community will be available. Layout of the event will be similar to last year. Parking may be diverted differently; issues with traffic; Uber taxi service will be available also; Kids Zone under EAA Doug William's direction is confirmed as well as many of the performers. Many points of interest will be duplicated and discussed during Ad Hoc meeting to follow.
 - b. Update on stockpile located east of the airport **Mr. Hamilton** spoke on County of San Bernardino and the City's Code Enforcement's communications being an

ongoing process. Land owner w/ Ames construction engineering and trans-tech are responsible to furnish aviation night lighting on stockpile.

C. Information/Discussion items to be placed on the next Agenda

- a. Discussion of a recommendation to the City Council on an ordinance text amendment to modify Section 12.56 of the Redlands Municipal Code
- b. Update of residential communities within airport sphere of influence-
Chair referenced the previous point to modify Section 12.56 of the Municipal Code and said that **the process** is ongoing and AAB must have the information before any Council action. We are asking for continuance for February 3rd Agenda items to many of previous as well as following issues. Mr. Hamilton stated that the issues concerning controversial new residential community agenda items of recent times; must be communicated to the public and to the AAB before any Council action takes place. Mr. Gablin summarized many safety concerns to the Board regarding Helicopter traffic; and last he stated that Kauffman's report didn't even mention anything about present instrument approach at Redlands; another red flag that is to be considered. (At this juncture Mayor Foster entered and greeted the Board and Public from a concerned position of goodwill.)

Lastly, **Mr. Hockenson** voiced a concern with lack of connection via AAB to the various departments, which prompted **Chair to assign** each Board member present, to a specific Council member; to attend Planning Commission Meetings, when items concerning airport matters are published on City's web site. We are not forgetting the liaison member John James' connection from the City Council; Chair's and Mr. Hockenson's assigned Council Member. **Mr. Klinkebiel and Mr. Loy** volunteered to research the Citrus Reservoir inquiries in order to assist staff members and also give to Board their researched results.

Announcements:

Cindy Gablin announced collection of ToysForTots amounts, a successful venue. **Mr. Ingraham, Mr. Pearce and Mr. Gablin** all spoke on being pro-active as Airport Advisory Board members. **Mr. Pearce** encouraged staff to research and to apply for Environmental Impact Report, (critical information at this juncture.)

- VII. **Meeting was adjourned at 6:45 pm (immediately after the regularly scheduled AAB 5:30 pm meeting-after vacating 'other' AAB members than the Ad Hoc members) to be followed by Ad Hoc Air fest meeting ~ 6:30 pm.**

Minutes Submitted by:

Ingrid M. Biglow, AAB member