

Redlands Airport Advisory Board Meeting Minutes

March 6, 2019
City Council Chamber
City of Redlands

Board Members Present

Richard Johnson - Chair
Bob Pearce - Vice Chair
Casey Erickson
Deborah Forthun
Michael Sullivan
Renea Wickman

City

Paul Barich – Council Member
Will Hamilton – Quality of Life
Tim Sullivan – Quality of Life

1. CALL TO ORDER

Meeting called to order at 6:01p.m.

Pledge of Allegiance

Chairman Johnson welcomed Deborah Forthun to the Board commenting that the AAB is now up to full strength.

2. PUBLIC COMMENTS

Deferred until the appropriate Communications item is discussed.

3. CONSENT ITEMS

A. Minutes from 02/6/2019 AAB meeting adopted. Motion by: Pearce. Second: by M. Sullivan

B. Presentations

i. None

4. COMMUNICATIONS

A. Airport Business

i. Hanger inspections are not yet complete with 4 remaining out of the 217 hangers at the airport. Board Member Wickman initiated a discussion between the Public and the Board on tax revenue flow from the airport residents through the County and then to the City. There is self-reporting by owner by tail number to the County. Fees paid by the owner are distributed back to the City via the standard County procedures.

ii. Finance Update: Staff presented an unaudited Revenue Report for the period ending July 31, 2018. Various line items were discussed and explained with line item 5395- IT Service Charges, requiring further explanation of the monthly charges when the services were only required infrequently. Q of L Department will provide during Next AAB meeting.

iii. No Committee Report

iv. Police hanger not rented yet. Hanger 30 cleanup is ongoing; there were issues with the fire sprinklers. Will is planning for all hangers belonging to the City to be rented by the end of March.

v. No update from Caltrans regarding permit.

vi. The Hanger 24 Airfest Special Event was approved by the City Council. City fees were waived for the event. Ted Gablin noted that the Airfest still had some financial obligation to airport businesses. THIS ITEM NOW CLOSED.

B. Facilities Maintenance

i. Stockpile: Will is continuing to work on the removal of the stockpile with the San Bernardino County Board of Supervisors. A question was raised regarding the pile removal sequence. Mr. D Brown stepped up to the podium to say that the pile is being removed in the logical grading sequence. He also stated the removal of the extra large rocks is delaying the dirt removal.

ii. The DWR Water Reservoir is schedule to be completely covered with balls by the end of the year. Mr. Hamilton indicted that Staff will update this status at the next meeting.

iii. PAPI certification scheduled with the FAA is delayed due to FAA aircraft availability. FAA has yet to reschedule.

There were some taxi way lights repaired with a few others scheduled for repair. Bill Igram noted there is a taxi way that is unmarked.

iv. Facilities and Airfield Subcommittee Reports: There is a work order open to fix the hole in the fence. The East end sign will be fixed by the staff and the curbs will be painted by the staff. The Lobby roof leak is being investigated by staff. The Lobby janitorial was taken over by the Parks Department and still needs improvement especially the supplies. Hanger 33 still has a mess. The RAA and Will promised to follow up on the cleanup.

C. Projects and Grants

No updates on FAA Capital Improvement Program. Staff indicated that this is at the Federal level of discussion.

5. Old Business

A. Airport Entry Sign – Bids still needed. Projected completion date of work is now the end of March 2019. There is no lighting in the design. The Sign will be composed of recycled materials so a portion of the purchase cost will come from the City recycle fund.

B. AFD Update – THIS ITEM CLOSED

C. Wash Rack – Staff was in contact with Apple Valley Airport and is awaiting their responses.

D. Airport Fee Schedule – Staff distributed a proposed fee schedule which resulted in a good discussion. It was noted that the purpose of the fees is to raise revenue for the airport. Cindy Gablin asked that the Toys for Tots and other charitable events should be exempted from the Special Events Permit fees. The RAA representative, Ted Gablin, presented 3 documents detailing the fees charged by other local airports. The AAB and the RAA will compare the fees proposed by the City and make recommendations for changes to the Staff. A Sub-committee will be formed if necessary. Councilman Barich said that the fee schedule is up for Council consideration at the second May meeting. The RAA will discuss the proposed fees with its members during their 6PM March 27th meeting.

E. Redlands Municipal Airport Pilot's Guide - Published and copies distributed and made available. THIS ITEM CLOSED

F. 2019 Hanger 24 AirFest - Discussed in "Special Events" THIS ITEM CLOSED

G. Paragliders – Robert Pearce talked with a FAA representative and the representative said that when this happens take down the paragliders info and photograph and forward the information to the FAA. The FAA will then take action. It was noted during the discussion that Hanger 24 seemed to be the ultimate destination of these offenders.

H. Open Positions on AAB - Deborah Forthun appointed and attend this meeting. THIS ITEM CLOSED

I. Discussion and Possible Action Regarding the Five Year Airport Capital Improvement Plan – AAB will review the 2008 plan for future discussions.

- 6. New Business**
No new business items.
No future new items.
- 7. Possible Agenda Items for Next Meeting**
- 8. Board Member Comments**
- 9. Adjournment/Next Regular Meeting**
Adjournment - 8:22pm
Next Meeting - 04/03/2019

Note: After the meeting adjourned Staff member Will Hamilton informed the room that this was his last meeting. He is terminating his employment with the City of Redlands effective March 29th.