

CITY OF REDLANDS AIRPORT ADVISORY BOARD
Special Meeting of April 17, 2019

Present: Richard Johnson, Chair
Robert Pearce, Vice Chair
Casey Ann Erikson
Deborah Forthun

Absent: James D. Pickens
Renea Wickman

QOL Staff: Tricia Swope, Senior Project Manager

Council Liaison: Paul Barich

1. CALL TO ORDER – Chair Johnson called the meeting to order at 6:01 pm

2. PUBLIC COMMENTS
None forthcoming

3. APPROVAL OF MINUTES

The minutes of the March 6, 2019, meeting were approved by a motion by Vice Chair Pearce, seconded by Board Member Erikson and carried.

4. COMMUNICATIONS

A. Report by staff related to any impacts on Airport operations due to the Hangar 24 Block Party special event

There was no impact with the Hanger 24 Block Party. Airport gate was accessible despite the road closure at the east side. Board Members {and public comments?} It was noted by Board Members and Mr. Ted Gablin in public comments that during the event Paragliders flew through the Airport air space. Mr. Pearce filed a formal complaint with Roy Peters of the FAA, as paragliders were listed in the event flyer. Quality of Life will check the permit to see if paragliders were listed as an activity. Ms. Erikson followed a paraglider, not related to the Hanger 24 event, to his landing in the soccer field to alert him of the dangers of the airport fly over. He responded that the Crestline Para Glider launch site says it is OK to fly across the runways as long as the glider stays above 900 feet. The Chair recognized Mr. George Moore who stated that Hanger 24 should openly discourage these incursions since they are the attraction. City Staff will notify Crestline that it is against FAA regulations to fly across the runways and that it is extremely dangerous.

B. Airport Business (Airport Supervisor and Subcommittee Updates and Reports)
(Business Plan Update, Finances, Municipal Hangars & Tiedowns, Operations)

i. Business Plan Update

1. Airport-wide Hangar Inspections Update: Hangar inspections are completed.

ii. Finance Update: Finance Report will be presented in June

iii. Rules, Regulations, & Standards

1. Rules, Regulations, & Standards Subcommittee Report

a. None forthcoming

iv. Municipal Hangars & Tiedowns Update: Hanger 30 is cleaned and ready for rental. Staff is going through the “wait list” to find the new tenant. Mr. Pearce noted that at one time a few of the Hangers were rented or sold to tenants who did not house aircraft in them but used them for their own enterprises. Staff indicated that these misuses were identified during the inspection process and most were resolved. Staff reported that Hanger 33 was cleaned up since the last report. Staff reported that the winter rains have caused to the weeds on the runway to require additional control so increased weed abatement will occur over the standard schedule of two times during the winter

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months and four times during the summer months. In addition the Staff will seal the cracks to help mitigate the weeds in the future.

- v. Permit Update: The Toys for Tots special event permit has been submitted to staff for review and will be presented to Council for approval.
- vi. Special Events
 - 1. Special Events Subcommittee Report
 - a. None forthcoming

C. Facilities Maintenance (Airport Supervisor Updates and Reports)

- i. Airport Entrance Sign: The airport entrance sign PO was placed with Outdoor Design Studio on March 25th and is expected to be complete in 4 to 6 weeks.
- ii. Earthen Stockpile Located East of the Airport: San Bernardino County has issued a temporary use permit for the removal of the earthen stockpile that includes requirements use FAA flagging on tall equipment. The permit requires the mound area be restored to the original grade.
- iii. DWR East Branch Extension Water Reservoir Project
 - 1. Biologist Report: There is no Biologist report on the water reservoir available. Staff reported that 10% of the deterrent balls are in the water and the reservoir will hold 7.5 Million balls when it gets covered in the next 10 months. There were no bird encounters reported.
- iv. Identified Airport Items for Maintenance
 - 1. Weed Abatement: Weed abatement is discussed above.
 - 2. Lobby Completion – Flight Planning Area: The Lobby upgrade continues with just some finishing touches remaining. Mr. Moore suggested that the speaker system that played the air traffic communications be reactivated.

D. Projects & Grants (Airport Supervisor Updates and Reports)

- i. Supplemental FAA Airport Capital Improvement Program Application Update: Master plan update AIP submitted to the FAA; draft application submitted. Mr. Pearce suggested that a grant for the wash rack be submitted.
- ii. Lighting Project- PAPI certification Update: PAPI certification is still waiting for FAA schedule. In response to Board Member concern, staff indicated that the City was not bumped to the back of the FAA schedule due to the FAA's equipment failure.

5. OLD BUSINESS

- A. Discussion and Possible Action Regarding Wash Rack: There is no action on the wash rack. Vice Chair Pearce indicated this has been on the high priority list since 2009 and still is being discussed. A grant request needs to be written.
- B. Discussion and Possible Action Regarding an Airport Fee Schedule
 - i. Report of the Subcommittee, including meeting of March 27, 2019
 - ii. It was recommended that the Gate Card fee remain as is and that the Redlands fee schedule remain within the realm of other local airports. Any fee increase needs to be identified as to its necessity. During the fee Schedule discussion it was noted that the high fee for the gate cards should remain and they should be applied back to their original intent, security cameras. The current cameras are inoperative. Council Member Barich will investigate the camera status. Any

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Fee profits should be injected back into the Airport. The fees should be revenue neutral but the cost of managing the fee collection should not exceed the fee collections. Mr. Gablin noted the 231 page ACR report discussed in general the profitability of the airport fuel business. The report's bottom line is that fueling at an airport is not a profitable business unless it is offered at a lower price than the surrounding airports. SBA fuel is cheaper than the current Redlands fuel. Two cents from every gallon pumped at the Redlands airport goes back to Redlands. It was noted that the existing airport pumps look really rough. A comment was made that hangers generate most airport revenues so one way to increase Airport revenue is to add more hangers.

This item was continued to the next regular meeting.

- C. Discussion and Possible Action Regarding the 2019 Hangar 24 AirFest: none forthcoming
- D. Discussion and Possible Action Regarding Paragliders: See the previous discussion.
- E. Discussion and Possible Action Regarding Open Position on Airport Advisory Board: none forthcoming.
- F. Discussion and Possible Action Regarding the Five Year Airport Capital Improvement Plan: Vice Chair Pearce indicated the existing 5 year plan highlights the completion of these 6 items: A2 A3 Taxi way; Apron improvements; a compass Rose; Acquire west side land; a Wash rack; and the maintenance of City buildings. The Capital Project Definition from the Airport Master Plan: regulatory; operational efficiencies; repair and replace assets; new developments; facility management.

6. NEW BUSINESS

- A. None

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

- A. Follow up on Camera status.
- B. Bathroom janitorial

8. BOARD MEMBER COMMENTS:

In response to Board member questions, staff informed the Board that all phone numbers are covered during the vacancy of the Airport Supervisor position. Staff informed the Board that Erik Reeves is covering the maintenance and physical airport operations while Tricia Swope is the Administration contact. A recommendation was made that the new general manager have some aviation background

Chairman Richard Johnson announced that his AAB term expires effective May 1st and he will not be staying on with the Board past the May 1st meeting.

9. Meeting Adjourned at 7:42 pm to the next regular meeting on May 1, 2019.

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