

CITY OF REDLANDS AIRPORT ADVISORY BOARD

December 4, 2019 Minutes

The following information comprises the agenda of a regular meeting of the Airport Advisory Board to be held at 6:00 p.m. on December 4, 2019, in the City Council Chambers in the Civic Center, 35 Cajon Street, Suite 2.

1. CALL TO ORDER – Attendance, Pledge of Allegiance

Chairman Pearce called the meeting to order at 6:02 PM. James Pickens and Renea Wickman Board Members are absent. Newly appointed Board member Mark Jarrell attended his first meeting. Council Member Paul Barich and City Staff Carl Shaffer, Tricia Swope, and Larry Alms are in attendance.

2. PUBLIC COMMENTS

None forthcoming

3. APPROVAL OF MINUTES

A. Minutes of November 6, 2019, meeting were approved by Board Member Forthun, seconded by Chairman Pearce, and carried.

4. COMMUNICATIONS

A. Report from Staff

i. Introduction of Airport Supervisor

Carl Bruce Shaffer introduced himself to the Board and those in the chamber. Mr. Shaffer gave a brief account of his experiences that led up to his taking the job as the Airport Supervisor for the Redlands Airport. Mr. Shaffer stated that will maintain a full time presence at the airport.

ii. Updates on facilities maintenance

Runway sweeping was completed on November 26, 2019. Effort is continuing to remove and clean up wrecked/derelict aircraft. Hanger 26 roof water leak repaired. Hanger 19 rollup door has new damage, as if a vehicle ran into it. The owner was notified and repairs are scheduled. Edison informed the City that some of their meters at the airport needed upgrading so there will be a power shutdown schedule on a future Friday. The lobby has 2 monitors, 1 television, and 1 internet enabled flight monitor currently functioning. The frequency monitoring equipment is not functional yet. The lights in various exterior locations are still in need of repair; parts are on order. The Super AWOS will be down for system upgrades.

Chairman Pearce commented that the east corner of the west ramp ditch requires striping and the strip marking along the culvert needs to be checked.

iii. Updates on general operations

Storm water sampling was sent in for testing November 27th. The 5 year capital plan is being reviewed to coordinate the submittal of the FAA grant request. The Staff is planning to have the Grant Request ready for submittal prior to the Christmas/New Year shut down. The new parking signs are now up. Mr. Shaffer has a planned meet and greet with Hangar 24 management December 5th. The Citrus Reservoir covering is about 43% complete with 3.3 million floating balls in place with the remainder be installed by the end of 2020.

As public comment Ted Gablin stated that the old parking signs needed to be removed. Chairman Pearce commented that the 5 year CIP is currently in the process of being updated by Board Member Forthun.

5. OLD BUSINESS

A. Discussion and Possible Action regarding the Five Year Airport Capital Improvement Plan

i. Subcommittee Report

Board Member Forthun will meet with Supervisor Shaffer to discuss the 5 year CIP and will report the results during the February Board Meeting.

B. Discussion and possible action regarding update to Redlands Municipal Code Chapter 12.56

Airport Advisory Board Agenda – Regular Meeting Minutes

December 4, 2019

Page 2 of 2

A copy of the final draft of the Chapter 12.56 Municipal Code is finishing up and Staff will review and will be with the City Attorney by the end of the year. The goal is to have the completed Code submitted to Council for approval during the March 2020 Council Meeting.

6. NEW BUSINESS

A. Update on the review of SBD GPS approaches for UPS.

Ted Gablin reported that he alerted the County Board of Supervisors to the noise impact that the approach changes would create and that the FAA does not think an environmental impact report is required. Councilman Barich will bring this EIR omission to the attention of the local federal representatives. City Staff still needs to formally alert the FAA of the potential safety concerns with the new approaches intersecting the KREI flight paths.

B. Discussion and Possible action regarding change of the January 2020 meeting

Staff confirmed that the chambers are available for the AAB meeting change to January 8th. Board Member Forthun motioned to move the meeting to the 8th with Board Member Craw seconding the motion and carried. A subsequent discussion on this matter between board members questioned the need for a January meeting with the agreement that there should be a meeting. It was also discussed to see if the meeting could be held in the newly refurbished airport lobby to coincide with a presentation by Terry Hansen on the Special Use Airspace change over the Johnson Valley. Staff will confirm if the lobby was available for the location change and notify the Board members.

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

West Ramp Painting update

Follow up on final draft of the Chapter 12.56 Municipal Code if any Board action is required.

8. BOARD MEMBER COMMENTS

Cindy Gablin reported that the Toys-For-Tots program was a great success with good attendance of both supporters and vendors. There were more toys dropped off this year than in past years. Weather permitting, the fly out is scheduled for Saturday the 7th. If there is a weather problem the US Marines will come and pick up the toys. Cindy Gablin expressed thanks to the City for allowing this event to take place at the airport.

9. ADJOURNMENT AT 6:44 PM TO THE SPECIAL MEETING ON JANUARY 8, 2020 WITH THE MEETING SITE TO BE DETERMINED AND ANNOUNCED BY STAFF.