

**CITY OF REDLANDS
AIRPORT ADVISORY BOARD
July 15, 2021 Minutes**

Present: Deborah Forthun, Chair
Michael Sullivan, Vice Chair
David Raley
Robert Pearce

Absent: Renea Wickman, Don Craw and James Pickens
Council Liaison: Paul Barich
Staff: Carl Bruce Shaffer, Larry Alms

1. CALL TO ORDER – Attendance, Pledge of Allegiance

A. Chairman Pearce called the meeting to order at 6:35 PM.

B. Note: This is the first face to face AABd meeting since meetings were restricted to ZOOM due to COVID restrictions. At 6:00 PM we did not have a quorum to open the meeting. Phone calls were made to Members Wickman, Craw, Raley and Pickens. Member Raley, the only one to respond, hurried to attend in person.

2. PUBLIC COMMENTS

A. Mr. Ingram Commented on the PUC section 21670-279 Airport Land Use Commission and suggested that the City of Redlands should comply.

3. APPROVAL OF MINUTES

A. Minutes of June 17, 2021, submitted by M. Sullivan, approved by Member Raley, seconded by Board Member Pearce, and carried.

4. COMMUNICATIONS

A. Report from Staff

- i. Mr. Shaffer reported Redlands received a \$172K FAA Grant to update our A/P Master Plan layout plan and narrative.
- ii. Mr. Shaffer reported the City has requested RFQs for new hanger construction, a wash rack, and an upgraded fuel farm. A build priority has not been established nor has a funding source.
- iii. Mr. Shaffer reported that the Chamber of Commerce is updating the City web page. Member Pearce suggested that there be an online repair request page. Mr. Shaffer responded that the City site limits external inputs but the existing 311 app can be used.
- iv. Mr. Shaffer reported that the City received a \$13K COVID Grant which is going to be used to upgrade the bathrooms in the Airport lobby.
- v. Mr. Shaffer reported the Beacon Tower has lead paint which complicates the repaint process. Current bid to strip and paint is at \$50K, however Bruce is looking into other cost effective alternatives.
- vi. Mr. Shaffer reported that an unusually large numbers of airport lights are being broken. He has replacements and spares on order. He also noted that the security cameras, when installed, will be able to count aircraft activity.
- vii. Mr. Shaffer reported on Operations
 1. All IAC Aerobatics permits approved. FAA expected to approve the flight pattern change.
 2. A NOTAM was filed to alert REI and SBD pilots that large A/C can be encroaching into the uncontrolled air space of REI. This warning is also on the micro tower recording.
 3. The updated run up ramp sign informs pilots to turn right at the gravel pit. This will keep the westbound REI aircraft from encroaching on the SBD flight path.

4. Chairman Pearce gave an update to the UPS FAA review. Concerns about the down wash danger to light aircraft; also the overflight of REI by the large A/C; and in addition to other safety issues caused the FAA to put on hold the UPS Visual Approach into SBD. The FAA will establish a working group to visit both airports to observe operations and make recommendations.

5. OLD BUSINESS

- A. Discussion and possible action with respect to Board Chair and Vice Chair elections.
 - i. Chairman Pearce nominated Vice Chair Forthun to be the new Chairman Member Sullivan seconded and carried.
 - ii. Chairman Pearce nominated Member Sullivan to be Vice Chair approved by Member Raley seconded by Member Pearce and carried.
- B. Mr. Shaffer informed the Board that the college is waiting for the return of the students to initiate the internship program.
- C. Update on the FAA Grants 2021 to 2025
 - i. Covered above.
- D. Update REI Safety Actions to UPS Visual Approach
 - i. Covered above.
- E. Update on IAC Aerobatic Competition Group event request.
 - i. Covered above.
- F. Update on REI Beacon.
 - i. Covered above.

6. NEW BUSINESS

- A. Discussion and possible action relating to REI aircraft operational data. The security cameras that are being installed will be able to view A/C activities.
- B. Discussion and possible action relating to the drafting of an airport fee schedule. There is no official fee schedule but all fees are listed and consistent. Staff is requested to compile fees charged to airport usage.
- C. Discussion and possible action relating to adding additional trash bins at the airport. Trash bins have combo locks that tenants have. Maybe two more bins are required but Member Pickens needs to provide inputs to Mr. Shaffer.
- D. Discussion and possible action relating to non-grant infrastructures projects. These were discussed above.
- E. Discussion and possible action relating to the September City Council Meeting. Mr. Shaffer will discuss with the photographer next week.
- F. Presentation of FY2021-2022 Airport Budget.

Item 9001-9101 is continuation of the A/P payoff of the "in lieu tax" imposed on the A/P years ago. The board request Staff to provide a Quarterly review of the budget to the AABd.

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

- i. Discussion and possible action relating to REI aircraft operational data.
- ii. Old Business items B,D,E,F
- iii. Fee Schedule status.
- iv. Follow up on the 5 year plan.
- v. Follow up on the September City Council presentation status.

8. BOARD MEMBER COMMENTS

None.

9. ADJOURNMENT AT 7:55 PM TO NEXT REGULAR MEETING ON August 19, 2021, to be held in Council Chambers.