

**CITY OF AIRPORT ADVISORY BOARD MEETING
REDLANDS
MINUTES OF 16 September 2021**

Deborah Forthun, Chairperson	ABSENT: Jim Perkins	STAFF: Bruce Shaffer
Michael Sullivan, Vice-Chair	Renea Wickman	Joe Bierma
Bob Pearce, Member	Jim Pickins - Resigned	
David Raley, Member		

Mayor Pro-Tem Eddie Tejeda, AAB Liason

1. CALL TO ORDER - Pledge of Allegiance

Chairperson Forthun called the meeting to order at 1802

2. PUBLIC COMMENTS

Mr. Jason Dolembrowske (?) Introduced himself and added that her was a pilot, some background and was applying for the vacant AAB Board position.

3. Approval of Minutes

A. The August minutes are delayed to the October 16 meeting

4. COMMUNICATIONS

A. Mr. Shaffer reviewed slides on Administration, Operations, Improvements and Maintenance. The format will augment the direction of the AAB role as set by the City of Redlands outlines. Submission for AIP FAA funds for years 2022-2023 were submitted and accepted. A Zoom meeting will be held sometime in October to discuss the projects for the airport. Plans for Wildlife control, contractors and contracts will then be submitted to the City Council. A web site called "White Frog" with a kiosk of businesses within the Chamber of Commerce, listing restaurants, hotels and areas of interest" will be set up for visiting pilots.

B. Operations- 15 cameras are set up around the airport for security, 4 cameras are used for obtaining data for reports as to the number of takeoffs/landings. Helo ops have increased and there are about 200 total flight operations per day average. 4Notams were placed into the system for pilot updates and notification.

C. Improvements – as previously discussed at the AUG meeting, grant monies were reviewed AIP funds will be used by Coffman & Associates for the Wildlife Plan with a time frame of Jan – MAR 22 for completion. Mr. Raley asked for additional information about the Wildlife Plan.

C. Maintenance – Light bulbs have been added to the supply list. Hanger turbines need to be replaced on the City Hangers and Mr. Raley asked about the painting for the Beacon tower. The beacon was the main objective for paint. Also covered were a yearly maintenance plan for 2021-

2030 listing costs. The East and West Ramp repaving/repair, listed in 2019, is normally a low priority stated Mr. Shaffer. Additional items for the future are hangers, a fuel station, wash rack with possible automatic system and application for AIP funding. Mr. Schaffer will research the costs for a fuel station and wash rack using recycled or reclaimed water. Hangers are in high demand with a list of 20 for T hangers and 10+ for Box hangers.

Bill Ingram addressed the board on Helo pads and the FAA disagreements on placement. Suggested that the Airport Plan should address the past reviews and issues to preclude any important items that are needed. The Chair asked about the new format and if Zoom can be made available for members and the public. Mr. Shaffer stated that the Brown Act and forbids such action and that members who can't attend the meetings will have to apply for another board or commission. Sickness or vacations will be accepted for absenteeism.

6. NEW BUSINESS

A. The debrief for the IAC Aerobatic event was taken out of order. Susan Bell debriefed the AAB on the event. There were 22 pilots, 15 participating aircraft, 4 judges, and 19 other aircraft that were controlled at the airport during the event. Placing the markers was the biggest and the most difficult as everything had to be coordinated with SBD County and the Conservatory.

B. She recommends a PA system for the Public and for the children that were viewing from a safe place. Most people abided with the safety zones and remained in the Lobby patio. Some disturbance was talk around the judge's stand that disturbed the judging. The event will rope off the judges stand next year. Susan suggested the possibility for food to be available with no alcohol and working with the EEA for kid's flights and community outreach.

Chair Fortun and the board thanked her for her hard work in making the event a success.

5...OLD BUSINESS

A. There was an extensive discussion about Airport fees with airport comparisons. Revenue for the airport is: 19% Unsecured Taxes, 2% Gate Cards, 27% Ground Leases, and 49% in Other. Total is close to \$400K. Expenses are: 30% wages, 56% Services, Legal, & Water, 3% Supplies, and 9% for Debt Service. Mr. Sullivan spoke on the fixed rates and areas for review to find ways for a budget balance. Unnecessary items and cheap repairs were discussed.

Mayor Pro-Tem Eddie Tejeda spoke about income limitations and which the city is limited in support for financing costs. He wants the AAB to think about the future and the Vision of its duties as the airport is an Enterprise fund.

Mr. Bill Ingram brought up Transit fees, Fuel fees, FBO fees that can be adjustable as a service fee. He stated that airports are airports and lease provisions are set but fuel charges can be changed. Chair Forthun as for color coding for the fee schedule for fixed and variable fee adjustments and changes.

B. The presentation for the council is 77 seconds and need to be extended to about 5 minutes.

Page 3

The presentation will be redone for review and sent to the board members for review. The plan is to keep the presentation set for 19 OCT 21 for the council and check the calendar for presentation.

C. No update.

D. Briefed as in #4 COMMUNICATIONS

6. NEW BUSINESS

B. Discussion on the DEC 21 Meeting cancellation. Moved by Mr. Pearce, 2nd by Mr. Sullivan to cancel. Approved.

7. AGENDS ITEMS FOR OCTOBER 2021

Fee Review to continue OCT to NOV 21, Presentation for 19 OCT 21, Communications (new format), update on Airport Plan and Grants.

Motion to adjourn by Mr. Sullivan, 2nd by Mr. Raley. Approved
Meeting adjourned at 2000