

# CITY OF REDLANDS AIRPORT ADVISORY BOARD AGENDA

DEBORAH FORTHUN, CHAIR

VACANT, BOARD MEMBER

JASON GOLEMBESKI, VICE-CHAIR

NATHAN FREEMAN, BOARD MEMBER

JAMES PICKENS, BOARD MEMBER

ROBERT PEARCE, BOARD MEMBER

THOMAS COOK, BOARD MEMBER

**This will be a hybrid in-person/teleconference meeting via Zoom and in the City Council Chambers, 35 Cajon St, Suite #2 at the date and time noted below.**

The following information comprises the agenda for a meeting of the Airport Advisory of the City of Redlands at the date and time noted below. All votes during the teleconferencing meeting via Zoom will be conducted by roll call.

**THURSDAY, JANUARY 19, 2023  
6:00 P.M.**

## **ZOOM MEETING INFORMATION**

To join via Zoom on a computer, laptop, or smart device

Please visit [www.zoom.us](http://www.zoom.us), click on Join a Meeting

Enter the Meeting ID **826 3863 5077**, then run the Zoom launcher

To join via Zoom with audio only (cell phone or landline):

Dial **1-877-853-5247**

Enter the Meeting ID **826 3863 5077**

## **HOW TO SUBMIT COMMENTS:**

Speakers are encouraged to turn in a "Speaker Sign Up Sheet" before the meeting is convened. However, completion of speaker forms is not required to speak before the Commission. Once the meeting has convened, you may submit the speaker form to the Staff Liaison. Forms are available prior to the meeting in the Office of the City Clerk or in the Council Chambers/Conference Room during the meeting. Due to time constraints and the number of persons who may wish to give oral testimony, public comments will be limited to three (3) minutes.

Anyone desiring to speak on an agenda item at this meeting may do so during the consideration of that item.

Anyone wishing to address the commission/board on a non-agenda item may do so during the Public Comment portion of the meeting.

- **To provide comment through Zoom (on a computer, laptop, or smart device):**
  - Click the "Raise Hand" button and the moderator will unmute you when it is your turn to speak.
- **To provide comment via audio only (cell phone or landline):**
  - Dial \*9 to "Raise Hand". The moderator will identify you by your area code and last 3 numbers of your telephone number when it is your turn to speak.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Adarian Lawson by telephone 909.798.7573 or email at [Alawson@cityofredlands.org](mailto:Alawson@cityofredlands.org). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II)

NOTE: Any writings or documents distributed to a majority of the Airport Advisory Board regarding an open session agenda item less than 72 hours before this meeting are available for public inspection at the Facilities & Community Services Office, 35 Cajon Street, Suite 222.

**Thursday, January 19, 2023  
6:00 P.M.**

**1. CALL TO ORDER** – Attendance, Pledge of Allegiance

**2. PUBLIC COMMENTS**

*(At this time, the Airport Advisory Board (Board) will provide an opportunity for the public to address them on any subject, within the jurisdiction of the Board, which is not already scheduled on this agenda. The Board may not discuss or take any action on any public comment made, except that the Board members or staff may briefly respond to statements made or questions posed by members of the public. However, any matter that requires action will be referred to staff for a report and possible action at a subsequent meeting. Comments will be limited to three (3) minutes.)*

**3. APPROVAL OF MINUTES**

A. December 15, 2022

**4. COMMUNICATIONS**

A. Report from staff:

- i. Administration
- ii. Operation
- iii. Maintenance
- iv. Budget

B. Presentation by Coffman and Associates regarding the ALP update.

**5. CONTINUED ITEMS**

- A. Discussion and possible action regarding the AAB Safety Committee
- B. Discussion and possible action regarding the San Bernardino International Airport and FAA Flight Safety Study relating to increase passenger and cargo aircraft
- C. Discussion and possible action relating to the ALP update
- D. Discussion and possible action relating to current airport grants
- E. Discussion and possible action relating to the annual report to the City Council

**6. NEW ITEMS**

A. Discussion and possible action relating to a recommendation to City Council regarding ultralights.

**7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING**

**8. BOARD MEMBER COMMENTS**

**9. ADJOURNMENT TO NEXT REGULAR MEETING ON FEBRUARY 16, 2023, 6:00 P.M**

**ATTACHMENTS:**

A. December 15, 2022, board minutes

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CIT OF REDLANDS  
AIRPORT ADVISORY BOARD  
MINUTES OF 15 DECEMBER 2022

MEMBER ROLL CALL: Debbie Forthum- Chair. Jason Golembeski- V. Chair (Zoom)  
Nathan Freeman Thomas Cooke (Zoom) Robert Pearce  
ABSENT: James Pickens David Raley  
AAB LEASON: Councilmember Tejedra  
STAFF: Don Craw AJ Lawson

1. Call TO ORDER by Chair Forthum at 1803 with Pledge of Allegiance to the Flag
2. PUBLIC COMMENTS  
Cindy Gablin spoke on the Toy Drive for the Salvation Army. 700 Toys were collected, \$2100 and a few Credit Cards were donated. This can be viewed on the RAA Website. Also collected  
Ted Gablin spoke of a RAA proposed ordinance on Paragliders that transit the airport to Hanger 24 Brewery. Landing sites have been shown to be a hazard to the aircraft and to the gliders and include off site landings. This took place during the Aerobatic Competition while viewed by the FAA during the event.
3. APPROVAL OF MINUTES  
Motion by Chair Forthun, Second by Mr. Freeman. Minutes were approved as published.
4. COMMUNICATIONS
  - i. Mr. J Lawson reviewed the admistrative issues for bathrooms, grants, and what can be furnished such as paper towel, what is covered under contract, and etc. Chair Forthun spoke on contracting and errors that can take place. Recommendation will be forwarded to Mr. Lawson for processes and etc.
  - ii & iii Mr. Lawson covered some items for operations and maintenance.  
Motion to receive/submit the report by Freemann Second by Golembeski
5. CONTINUED ITEMS
  - A. Discussion/action on Safety Committee  
No update
  - B. Discussion/action for the SBD Airport and increase in passenger/cargo traffic  
Mr. Pearce brought up the OCT meeting regarding the importance and safety addressing the REI airport. Mr. Craw stated that the AAB should draft the letter and submit it to staff for the attorneys approval or changes. Mr. Golembeski, Mr. Pearce, and Mr. Gablin (RAA) will work on the letter.
  - C. Discussion/action on Redlands Airport Web Page  
Website will have some added items this coming year. Log on: Redlands Airport.Com
  - D. Discussion/action relating to the ALP Update  
Mr. Lawson discussed grand programs with an explanation of how funding is awarded. The place that Redlands stands with other airports and sizes. Can be funded up to 90%, 5% by Caltrans, and 5% by city. Entitlements were also discussed. Must follow AIP Handbook formats. Mr. Craw will update the AAB as to status of funds, etc.

E. Discussion/action Relating to Airport Grants

Mr. Lawson discussed grand programs in process and what the city has in FAA funding. Mr. Craw explained some of the projects for the future in short and long term programs. Resurfacing, fencing, and wash rack area will be reviewed for priority. Chair Forthum mentioned the fencing as being very important due to coyote encroachment.

6. NEW ITEMS

Airport report to city Council. Feb 8, 2023

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

- A. Letter for ultralights (new)
- B. Budget report (discussion with time frame and past reviews)
- C. Safety Meeting Report
- D. Delete web page item
- E. AIP/Grant updates
- F. Coffman update

8. BOARD MEMBER COMMENTS

Mr. Bob O'Conner addressed for the next meeting some safety issue with the west ramp and drainage ditch. Either paint with double line or with markings. Mr. Walt Farrar mentioned the drainage ditch from the Walton project and funds for correction. Chair Forthum mentioned the Coffman report and Annual report for City. Motion by Chair Forthum, Second by Pearce

9. ADJOURNMENT TO NEXT MEETING ON JANUARY 18, 2023

Adjourn at 1855