

CITY OF REDLANDS AIRPORT ADVISORY BOARD AGENDA

JASON GOLEMBESKI, CHAIR

THOMAS COOK, VICE-CHAIR

DENNIS NODINE, BOARD MEMBER

DEBORAH FURTHUN, BOARD MEMBER

KARL GROVE, BOARD MEMBER

ROBERT PEARCE, BOARD MEMBER

JOHNNY GHAZAL, BOARD MEMBER

This meeting will be held 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.

**THURSDAY, September 21, 2023
6:00 P.M.**

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.

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. July 20, 2023 (Attachment A)

B. Staff Review (Attachment B)

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. 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.

4. COMMUNICATIONS

- A. Report(s) from staff:
 - i. Operations and Administration
 - ii. Maintenance
 - iii. Grants

5. NEW BUSINESS

- A. Discussion and possible action regarding a recommendation to City Council that the Airport Division be reassigned to a different department.
- B. Discussion and possible action regarding a recommendation to City Council that the City of Redlands is represented and participates in local airspace and airport groups including the Southern California Airspace and Users Group and the Western Service Center Operations Manager Group with FAA.

6. OLD BUSINESS

- A. Discussion and possible action related to a recommendation from the Ad Hoc Sub Committee on Community Engagement and proposed November 2023 Fly-In Event.
- B. Discussion and possible action related to updates to the City of Redlands Municipal Code section(s) relating to the operation, function, and reach of the Airport Advisory Board. Potential to form subcommittee to recommend updates. (Attachment C)

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

8. BOARD MEMBER COMMENTS

9. ADJOURNMENT TO NEXT REGULAR MEETING ON OCTOBER 19, 2023 AT 6pm.

ATTACHMENTS:

- A. July 21, 2023 Minutes
- B. Staff Review of July 21, 2023 Minutes
- C. Current City of Redlands Municipal Code Section(s) relating to the Airport Advisory Board.

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ATTACHMENT A

July 20th, 2023 6:00 PM

City of Redlands

Airport Advisory Board

Members Present: Thomas Cook, Deborah Forthum, Jason Golembeski, Dennis Nodine,
Robert Pearce, and Johnny Ghazal.

Members Absent: Karl Grove

1. Pledge of Allegiance

2. Public Comments

- a. Gilbert Brown; Coyote Aviation. "From the city's own website, the Airport Advisory Board acts as an advisory capacity to the City Council in all matters relating to the administration, operation, development, improvement, and maintenance at the Redlands Municipal Airport. Let's talk about administration and development. On March 16th, 2021, the Redlands City Council voted unanimously to terminate Coyote Aviation's lease on a small parcel of land at Redlands Airport. The city said Coyote Aviation had not submitted written notice to extend its tenure exactly 45 days before the first term expiration date as required. Because no prior dialogue with Coyote Aviation had ever occurred, the city council did not know that the termination date in the lease was an error that had already been identified by the Airport Supervisor and the Assistant Director of Facilities and Community Services. In fact, when the lease was drawn up in 2000, it was city's own attorney who made the mistake wrongly believing that the lease had begun 5 months earlier. In administering Coyote's lease extension in 2020, the Airport Supervisor and the Assistant Director called in writing for the correction of the wrong date. In 2020, immediately after the city's declaration of tardiness was made, Coyote made significant efforts to engage with the City Council to resolve the issue. Those efforts are documented in 19 emails and or letters between me and the city staff and City Council. Not one elicited productive communication. Now, although City Council members are aware of the termination date mistake and the fact that Coyote followed the directions of the Airport Supervisor in this extension, the members refused to consider the circumstances and will not participate in dialogue between Coyote. Essentially the city says to Coyote, *"we terminated your land lease preventing you from extending it because you did not submit your extension request by a wrong date printed in the contract and it doesn't matter that the City of Redlands Airport Supervisor told you to submit your extension notice on a date we would not accept."* At Coyote we understand the city's fiduciary responsibility to increase revenue but how does that balance with the pledges of City Council members to promote the success of small businesses. That promotion encourages investment in our city and our airport. That is the reason we invested in Redlands. In that light, is the taking of Coyote Aviation ultimately a wise move to make. Board members, in your capacity to advice on matters of administration and airport growth we ask that you approve a motion recommending to City Council the purchase of the Coyote Aviation facility for a sum determined by mutually agreed upon appraisal. We believe that to be a reasonable and fair solution.

Coyote's alleged violation of extension terms was caused by the city's actions in 2000 and exacerbated by the city's own guidance in 2020. Opportunistic treatment in Coyote Aviation will forever discourage future private investment at the airport. Your recommendations to city council may well mitigate that likelihood. Now is the time to go on record for supporting our small business at Redlands Airport."

3. Approval of Minutes

- a. Member Pearce moves to approve the minutes with the following changes:
 - i. Item 4 (ii) – change from Civil Airport Patrol to Civil Air Patrol.
 - ii. Item D – change last sentence to read "shall also be programmed to start in FY2025".
- b. Motion seconded by Member Golembeski. Motion approved by all members present except Member Ghazal who abstained.

4. Communications

- a. Operations presented by Airport Supervisor Lawson
 - i. Civil Air Patrol had a welcoming event at the airport on the 15th of July.
 - ii. Plans still ongoing for a standing Saturday food truck event at the airport.
- b. Maintenance presented by Airport Supervisor Lawson
 - i. Brush has been cleared out adjacent to the runway 26 numbers for runway overruns.
 - ii. Coyote gate repair bid process is still ongoing.
- c. Grants presented by Airport Supervisor Lawson
 - i. FY24 grants to include design and planning for wash rack and design and planning for helicopter parking at the west apron.
- d. Budget presented by Assistant Director Donald Crow
 - i. Airport is 15% under budget and expenditures for year to date. 3-4% for revenue year to date.
 - ii. Final budget is expected in mid to late August.
 - iii. Member Pearce expressed deep concerns regarding the delayed publication of the airport budget. Member Pearce requested further clarification of several items he has previously requested clarification of but has not yet been clarified. The following items were clarified by AD Crow:
 1. City Garage - Maintenance of the Airport Supervisor work truck.
 2. Legal Fees - All pending and existing litigation is billed to the City Attorney's Office budget.
 3. Operations Principal – Interest charges billed to the airport from the financing of hangars 25-30 years ago.
 4. Special Contractual Fees – Miscellaneous airport projects that must be contracted out.
 - iv. Member Pearce expressed concerns on the vagueness of the budget. "There isn't one item that you can't hide something else within it." AD Crow responded by saying "the layers of details in the budget is not something we distinguish... that is between the Finance Division and City Council."

5. Old Business

- a. Discussion and possible action related to the Ad Hoc Sub Committee for Community Engagement.
 - i. Member Cook motioned to disband the ad hoc sub committee in favor for a standing Planning Committee for an Early November Fly-In Event. Seconded by Member Dennis Nodine. Approved unanimously.
 - ii. Member Forthun motioned to appoint members Nodine, Cook, and Golembeski to the newly formed Planning Committee. Seconded and approved unanimously.
- b. Discussion and possible action related to the election of officers.
 - i. Member Pearce motions to nominate Member Golembeski for Chairman of the Board. Seconded by Member Forthun. Approved unanimously.
 - ii. Member Pearce motions to nominate Member Cook for Vice Chairman. Seconded by Member Forthun. Approved unanimously.

6. Possible agenda items for the next meeting

- a. Member Pearce requests the discussion and possible action regarding the governing ordinance(s) related to the operation, function, and reach of the Airport Advisory Board.
 - i. Member Forthun requests that AD Crow distribute the current ordinance(s) that govern the Airport Advisory Board.
- b. Member Cook requests the discussion and possible recommendations to city council regarding the Coyote Aviation land lease dispute.
 - i. Mayor Pro Tempore Barich advised that this matter has already been decided in court. Pro Tem Barich went on further to say that on August 4th the final will be released.
 - ii. Member Forthun asked, "what if the actions of a court of law go against the wishes of a community?"
 - iii. Mayor Pro Tem Barich responded with "we have elections every 4 years, if you don't like what we're doing, vote us out."
 - iv. Member Cook requested that public comment be opened again for this topic. The request was denied.
 - v. Member Forthun further reminded Mayor Pro Tem Barich that the city residents have not yet had an opportunity to voice their opinions on the dispute.
 - vi. Mayor Pro Tem Barich said "everything is documented. We will get what we can from the courts. Everything was in black and white. The lease we had with this gentleman wasn't picked up. We tried to work several times with other things. I must admit we were unreasonable the first time, but we lowered the rent quite a bit. We have discussed this in closed session with the City Council and we feel we've bent over backwards for this person and that the courts have decided. We will go on with what the San Bernardino Courts decide. The final decision is on the 4th."
 - vii. Mayor Pro Tem Barich stated that "this has been ongoing for some time and that [the board] had plenty of time to do something."

- viii. Member Cook stated, “when I was appointed, I was advised to not talk about Coyote Aviation.”
- ix. Member Pearce stated, “they could go right up to the Supreme Court of California. It’s not done. You’ve made an awful lot of enemies in the city. That’s what I’m hearing. I’m not just talking about the airport group. I’m talking about neighbors who catch a little word here and there.”

7. Board Member Comments

- a. Member Ghazal introduced himself. He is a licensed civil engineer and land surveyor. His motivation for joining the board is a wish to give back to Redlands. The board welcomes Member Ghazal to the dais.

8. Meeting Adjourned to August 17th, 2023 6:00 PM

ATTACHMENT B

Staff Review

Airport Advisory Board minutes from the regularly scheduled meeting of July 20, 2023

Section 4.d. iv.

Staff's review suggests that selected quotations presented in this section, although verbatim, are not comprehensive and the minutes as written contain an abbreviated version of questions brought forward by Board Member Pearce.

Section 6.b.

Staff's review suggests that the selected quotations presented in this section, although verbatim, are not comprehensive and thus, the minutes as written may not fully represent the discussions that took place.

ATTACHMENT C

CHAPTER 2.18

AIRPORT ADVISORY BOARD

SECTION:

2.18.010: Existence

2.18.020: Membership; Qualifications

2.18.030: Membership; Appointment And Terms

2.18.035: Forfeiture Of Membership By Absence

2.18.040: Organization

2.18.050: Powers And Duties

2.18.010: EXISTENCE:

There is an Airport Advisory Board as established by City Council resolution 2212. (Ord. 1951 § 1, 1986: Prior Code § 18001)

2.18.020: MEMBERSHIP; QUALIFICATIONS:

The Airport Advisory Board shall consist of seven (7) members appointed by the Mayor with the approval of the City Council. (Ord. 2027 § 1, 1988: Ord. 1951 § 1, 1986: Prior Code § 18002)

2.18.030: MEMBERSHIP; APPOINTMENT AND TERMS:

The Airport Advisory Board shall consist of seven (7) members appointed by the Mayor with the approval of the City Council. Each member shall serve a staggered four (4) year term and shall serve until his or her successor is appointed. No person shall serve more than two (2) consecutive full terms unless appointed to an additional term by a four-fifths ($\frac{4}{5}$) vote of the City Council. Vacancies on the board shall be filled by appointment by the Mayor with the approval of the City Council for the unexpired portion of the term. Appointments made to fill an unexpired term will constitute a full term if more than one-half ($\frac{1}{2}$) of a term remains. For example, if a term is four (4) years and an appointment for an unexpired term is for more than two (2) years, this appointment constitutes a full term. The members of the board shall serve without compensation, shall each be a resident of the City, and neither a member of any other standing commission, board or committee of the City nor an employee thereof. The City Council may remove any member of the board at any time, without cause, by a majority vote. Four (4) members of the board shall constitute a quorum. (Ord. 2751, 2011)

2.18.035: FORFEITURE OF MEMBERSHIP BY ABSENCE:

Any member of the board who absents himself or herself from any three (3) consecutive regular meetings of the board, unless excused from such absence by consent of the board expressed by action recorded in its minutes, shall thereby automatically forfeit his or her position as a member of the board immediately after adjournment of any such third consecutive meeting at which such member has not appeared. The Chairperson or Secretary of the board shall thereupon, within three (3) business days, notify in writing the City Council, and any such person so ceasing to be a member of the board, of such fact; whereupon the vacancy so created shall be filled by appointment pursuant to section 2.18.030 of this chapter. (Ord. 2850, 2017)

2.18.040: ORGANIZATION:

The board shall, during the month of July of each year, select from among its members a Chairman to serve for one (1) year. The board shall determine the order of business for the conduct of its meetings, which shall be on call of the Chairman or three (3) members of the board. Three (3) members of the

board shall constitute a quorum for the transaction of business. (Ord. 1951 § 1, 1986: Prior Code § 18004)

2.18.050: POWERS AND DUTIES:

The Airport Advisory Board shall have the power and duty to act in an advisory capacity to the City Council in all matters pertaining to the administration, operation, development, improvement and maintenance of the Redlands Municipal Airport. (Ord. 1951 § 1, 1986: Prior Code § 18005)