

**CITY OF REDLANDS
AIRPORT ADVISORY BOARD
Regular Meeting of October 15, 2020 Minutes**

Present: Robert Pearce, Chair
Deborah Forthun, Vice Chair
Catherine Pritchett
James Pickens
Michael Sullivan
Renea Wickman
Don Crow

Absent:

Council Liaison: Paul Barich

Staff: Tim Sullivan, Larry Alms

The following information comprises the Minutes of a regular meeting of the Airport Advisory Board held at 6:00 p.m. on October 15, 2020, Via Zoom Webinar.

1. CALL TO ORDER – Attendance, Pledge of Allegiance
Chairman Pearce called the meeting to order at 6:06 PM.

2. PUBLIC COMMENTS

- A. A letter was submitted by Ted Gablin, Redlands Airport Association President, regarding rules and regulations the proposed wash rack should have.
- B. A letter was submitted by Ingrid Biglow, former AAB chair, regarding concerns of FBO's not upholding tenant obligations.

3. APPROVAL OF MINUTES

- A. Minutes of March 4 approved by Chair Pearce, seconded by Vice Chair Forthurn, and carried.

4. COMMUNICATIONS

- A. Report from Staff
 - i. Updates on facilities maintenance
 - Tim Sullivan reported that former Airport Supervisor Bruce Shaffer is no longer with the City of Redlands and the City has begun the recruitment process for a new Airport Supervisor.
 - Cal Fire has entered an agreement for the use of the West ramp and will report back with terms of the agreement.
 - The driveway approach at the Coyote entrance was lowered to allow large trucks to enter and exit.
 - There have been fence repairs to mitigate homeless.
 - Repairs have been made to perimeter fencing.
 - The City Manager has given direction to explore the possibilities of installing a wash rack.
 - ii. Updates on general operational issues
None forthcoming

5. OLD BUSINESS

- A. Discussion and update regarding the CALUP and Master Plan.
- B. FAA AICP Submission

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- a. Tim Sullivan stated an RFQ was submitted in September for consulting and environmental design. Before moving forward corrections need to be made to the 2010 Land Use Compatibility Plan and Hazardous management plan. Staff will work to finalize submission.

6. NEW BUSINESS

- A.** Discussion and possible action pertaining to REI FBO responsibilities
 - i. Tim Sullivan provided an update on City and FBO responsibilities highlighting items for fuel, removal of disabled aircraft. Staff will review other policies and report back to the AAB.
- B.** Discussion and possible action relating to Airport Advisory Board reoccurring meeting schedule to be moved to the 3rd Thursday of each month
 - i. A motion to move the regular reoccurring Airport Advisor Board meetings to the third Thursday of the month by Chair Pearce, Seconded by board member Craw and carried.

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

- i. update on research for wash rack
- ii. update on USFS contact for use of REI
- iii. update on RFQ
- iv. update on hiring process
- v. YTD budget actuals
- vi. Report on non-airworthy aircraft at airport

8. BOARD MEMBER COMMENTS

None forthcoming

9. ADJOURNMENT AT 6:52 PM TO NEXT REGULAR MEETING ON November 19, 2020.