

**MINUTES** of the regular meeting of the City of Redlands Airport Advisory Board held on Wednesday, November 05, 2008 at 6:00 PM in the Redlands Municipal Airport Lobby, 1745 Sessums Drive, Redlands, are as follows:

**MEMBERS PRESENT:** John Caton  
Ron Klinkebiel, Chairperson  
Bill Ingraham  
Jeff Dill  
Bob Pearce  
Brian Holohan

**EXCUSED:** Nick Costa

**STAFF:** Todd Housley, Airport Manager / Staff Liaison

**COUNCIL LIAISON EXCUSED:** Mick Gallagher

**GUESTS:** Peter Rohl  
Adrian Asencio  
Ingrid Biglow  
Pete Krok  
Dean Johnston, Redlands Police  
Jim Ott  
Eric Fraser

**I. CALL TO ORDER, ROLL CALL, AND APPROVAL OF MINUTES:**

- A. The meeting was called to order at 6:03 PM by Chairperson, Ron Klinkebiel. On a motion by Bill Ingraham, seconded by Bob Pearce, the Minutes of the October 1, 2008 Regular Meeting of the Airport Advisory Board were unanimously approved.

**II. CONTINUED BUSINESS**

**A. Airport Maintenance (Todd Housley, Airport Manager)**

Todd Housley reported that the following maintenance items had been addressed since the last meeting:

- Taxiway light retention rings have been delivered and installed on ½ of runway
- The new custodial contractor will begin service this coming Saturday, 11-8-08
- Letters have been sent to City hangar tenants regarding 5-year fire sprinkler inspection
- Windsock on RW 08 repaired due to Santa Ana winds
- Sign for Class D airspace to be installed at RW 26 has been ordered – message on Super Awos will begin on 11-20-08
- Tractor weed abatement along runway has occurred and cracks in pavement on

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- ramps will be sprayed with pre-emergent herbicide.
- Redlands Aviation has received a preliminary bid for new carpet in the Lobby. Jim Ott and Todd Housley will work to have the carpet installed before the annual EAA Christmas party
- The Lobby flight planning computer and DSL line have been repaired. The DSL line was upgraded to provide more reliable service
- Postings of the Class D Airspace diagrams will be placed in prominent locations on the airport prior to the 11-20-08 start date. The website will also be updated with the necessary information for pilot reference

### **III. ITEMS**

#### **A. Update on Master Plan Approval by City Council**

The Master Plan will go to the City Council for approval, with a recommendation by the Airport Advisory Board on November 18, 2008. The editorial comments made by the members of the Airport Advisory Board will be included in the document. Todd Housley reminded those in attendance of the date and time of the meeting and indicated encouraged attendance. Chris Hugunin of Coffman Associates will attend the meeting. A short presentation by Mr. Hugunin and Mr. Housley will precede Council action. Upon approval of the Council, the draft document will be reviewed and edited for grammar, spelling, etc., and subsequently, the Airport Layout Plan (ALP) will be finalized and sent to the FAA for approval. The consultant has indicated that ALP approval could take up to 12 months.

#### **B. Discussion and Possible Action Regarding the Formation of an Ad-Hoc Safety Committee to Hear Airport Safety Complaints**

Due to recent complaints made, primarily regarding helicopter flight patterns and operations, former AAB member, George Lessard recommended establishing an Ad-Hoc safety committee on site to review all major complaints. AAB members provided input on the idea, with a general consensus that such a committee would be favorable as long as it did not interrupt the friendly, professional pilot environment that has existed on the airport in the last few years. A suggestion was made to refer to such an assembly as an "Aviation Safety Team," and not a "committee." Bill Ingraham suggested an exploratory approach at this time, rather than trying to establish a team immediately this evening. Todd Housley indicated that there may be elements of the City Charter that govern establishing any group through a Board or Commission, and that those legal and procedural questions will need to be answered. Those in attendance agreed that pro-activity in the face of safety is always the best method, but again, there were valid concerns regarding establishing another "committee" that would disrupt rather than improve safety.



On a motion by Bill Ingraham, seconded by Brian Holohan, the Airport Advisory Board voted unanimously to instruct staff to explore the possibilities of forming an Aviation Safety Team at Redlands Municipal Airport.

Todd Housley will research City requirements and FAA policy and report back to the AAB at the next meeting.

### **C. Discussion and Possible Action Regarding the 2009 Annual Spring Fly-In Traditionally Held in May**

The beginning stages of planning for the annual spring fly-in traditionally start at the first of the calendar year. Normally, a date is identified and approved by the Board, and staff coordinates planning with the help of volunteers from the AAB and community. Member Jeff Dill expressed his desire to be involved with the planning process. Member of the Board discussed a few dates in May. There are other aviation events during May and the Board consensus was to review a calendar before the next meeting so a final date did not conflict with another local aviation event. No action was taken on establishing an exact date, but Todd Housley stated that he accepted Mr. Dill's offer to volunteer for planning of the event. Also in attendance was guest Mr. Adrian Asencio, owner of "Double 'A' the DJ." He has experience in planning car shows to coincide with air shows. He is also experienced in announcing for such events. He expressed his willingness to help coordinate a car show with our event, but indicated that planning would need to begin soon in order to draw a significant amount of vehicles. Todd Housley informed the Board that unlike previous years, there has been almost no contact from outside organizations yet this year probably due to the economy. As of this meeting, the Aviation Operation Budget had approximately \$1,000 for advertising and planning for an event; the same amount as previous years. However, there have been no offers for financial sponsorship. The Board requested that this matter be continued to the first meeting in January, pending research, in order to establish an actual date for the 2009 event.

### **D. Board Member Reports, Requests for Agenda Items, and Agenda Planning Calendar**

Bill Ingraham stated that there would be an open house for the new tower at San Bernardino (KSBD) on Saturday. He passed out several fliers and welcomed the group to attend.

John Caton, Ron Klinkebiel, Bob Pearce, and Brian Holohan indicated that they would be interested in volunteering for the Aviation Safety Team when it is established.



**IV. PUBLIC COMMENT**

Guest, Mr. Adrian Asencio made his comments during discussion of Item "C."

**V. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 7:10 PM. The next Airport Advisory Board meeting is scheduled for Wednesday, January 3, 2009 at 6:00 PM in the Redlands Municipal Airport Lobby, 1745 Sessums Drive, Redlands.

Respectfully submitted,

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Todd Housley  
Airport Manager

