CITY OF REDLANDS
AIRPORT ADVISORY BOARD
STANDARD MEETING AGENDA

CITY COUNCIL CHAMBER, CIVIC CENTER,
35 CAJON STREET, SUITE 2, REDLANDS, CA

OCTOBER 15, 2026, 6:00 PM PST

JASON GOLEMBESKI, CHAIR

AMBER HARRISON, VICE CHAIR
AUSTIN CRANE, BOARD MEMBER
VAL DOTCHKOV, BOARD MEMBER
JOSEPH FASS, BOARD MEMBER

Call to Order & Attendance

1. **Public Comment**
   (At this time, the Board/Commission will provide an opportunity for the public to address them on any subject, within the jurisdiction of the Board/Commission, which is not already scheduled on this agenda. 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.)

   Speakers are encouraged, but not required, to complete a Speaker Sign-Up Sheet. Forms are available at City Council Chambers and may be submitted to the Staff Liaison before or after the meeting is convened.

2. **Approval of Minutes**
   a. August 13, 2026, Minutes (**Attachment – A**)
3. **Communications**
   a. Staff Report
      I. Operations and Administration
         1. Redlands Municipal Airport Operations Report (**Attachment – B**)
         2. On-Going Issues (Airspace)
      II. Maintenance (**Attachment – C**)
         1. Maintaining Airport Standards

III. **Budget Review** (**Attachment – D**)

IV. **Land Use Development / ALU**

1. No submittals were received during this period.

V. **Grants / ACIP FY26-27 / City Projects** (**Attachment – E**)

1. FY26-FY27 Taxiway Alpha and Apron Pavement Treatment Project
2. FY27-FY28 AWOS III P/T Replacement Project

4. **New Business**
   a. None

5. **Unfinished Business**
   a. WHA/WHMP Grant extended for 1 year. Coordination is ongoing with assigned FAA Wildlife Biologist at ADO.

6. **Commissioner Announcements, Reports on Activities, and/or Request for Future Agenda Items**
   a. Project updates, approvals, ACIP planning for 2027.

7. **Board Member Comments**

8. **Adjournment- <u>Next Meeting is January 21st, 2027, at 6:00 PM PST.</u>**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Goutam Dobey, of the Municipal Utilities and Engineering Department at (909) 798-7584 ext 2. 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).

Attachment – A
August 13th Meeting Minutes

CITY OF REDLANDS
AIRPORT ADVISORY BOARD MINUTES

JASON GOLEMBESKI, CHAIR
VAL DOTCHKOV, BOARD MEMBER
JOSEPH FASS, BOARD MEMBER
AMBER HARRISON, VICE CHAIR
AUSTIN CRANE, BOARD MEMBER

The following information comprises the minutes for a special meeting of the Airport Advisory Board which was held at **6:00 p.m.** on **Thursday, August 13, 2026,** in the City Council Chambers, 35 Cajon Street, Suite #2.

1. CALL TO ORDER - The meeting was called to order at 6:00 p.m.

2. ATTENDANCE

A. Present: JASON GOLEMBESKI, BOARD CHAIR; AUSTIN CRANE, BOARD MEMBER; JOSEPH FASS, BOARD MEMBER. New Board Member Joseph Fass was welcomed to the Airport Advisory Board.

3. PUBLIC COMMENTS

Cindy Gablin of the Redlands Airport Association announced the upcoming Historic Aircraft Display Day to celebrate the National Aviation Day scheduled for August 15th, from 7:30 to 11:00 a.m., with pancakes, sausage, juice, and coffee at a great price. She noted the event was posted on the RAA website and social media.

4. APPROVAL OF MINUTES

A. The minutes of the April 16, 2026 regular scheduled meeting were presented for approval. A motion was made and seconded to approve the minutes. The motion passed unanimously.

5. COMMUNICATIONS

A. Reports from Staff:

I. Operations and Administration

A. Staff reported an increase in airport operations, with training activity accounting for much of the increase. Activity was generally concentrated during the cooler early-morning and late-afternoon periods, with operations expected to continue a steady upward trend.

B. Staff provided an update regarding the proposed San Bernardino International Airport Class D/Class E airspace changes. A Safety Risk Management (SRM) panel was scheduled to review the proposal. Issues identified for consideration included wake turbulence, glider and non-equipped aircraft operations, instrument approach minimums, and potential conflicts between San Bernardino traffic and aircraft arriving at or departing from Redlands.

C. Ted Gablin of the Redlands Airport Association provided additional information regarding the proposed airspace configuration. He stated that a previously proposed Class-D shelf over Redlands had not been approved and that the current proposal under consideration would modify the vertical limits of the San Bernardino airspace without expanding its lateral boundaries. Concerns regarding the effects on Redlands Airport operations and instrument traffic were discussed.

II. Maintenance

A. Staff reported that airfield lighting was approximately 99 percent operational. An electrical issue affecting one airfield sign was being diagnosed, while taxiway and runway edge lighting remained operational. Staff also reported evidence of tampering with airfield signs and wiring, including concerns regarding possible copper theft.

B. Vegetation maintenance continued, and a palm tree near the Runway 8 Approach that was labeled an obstruction was scheduled for removal. Repairs to the airfield perimeter fencing were also in progress.

C. Increased coyote activity had been observed near Runway 8/26. The airport's FAA wildlife biologist had been notified. Staff indicated that increased activity was consistent with seasonal wildlife behavior.

D. Beacon rehabilitation was scheduled to begin the following Monday, August 17. The project included removal or treatment of lead-based paint and repainting the beacon structure in the standard international orange and aviation white color scheme. The project was expected to last approximately three weeks. The rotating beacon would remain operational at night, with work occurring during daytime hours.

E. Staff also continued planning for runway restriping and began administrative work related to the airport's Disadvantaged Business Enterprise (DBE) program. Coffman Associates, the City's on-call planning and environmental consultant, was assisting with the DBE work.
F. The Board also discussed the City's adopted airport budget. Staff reported that although City departments were experiencing budget reductions, no major operational impacts to the airport were anticipated. Staff would continue monitoring expenditures while maintaining compliance with FAA and Caltrans' requirements.

III. Land Use Development

A. No report.

IV. Grants and City Projects

A. Staff reported that the airport was awaiting the FAA grant agreement for the FY 2026-27 pavement treatment project. The project includes pavement sealing, slurry treatment, and restriping. Staff anticipated receiving the agreement before the end of the federal fiscal year.
B. The AWOS-3 replacement project continued to move forward. The proposed site had been approved, and the FAA airspace obstruction evaluation was in progress. Frequency coordination has also been approved. Staff reported that the airport expected to retain 123.05 as the Common Traffic Advisory Frequency (CTAF), with the weather system operating on a separate frequency.
C. The Redlands Fire Department had installed Alert California cameras on the airport beacon structure. Staff reported that the cameras provided clear views of the airport and surrounding area and would remain coordinated with the beacon rehabilitation work.

V. Safety and Airspace Discussion:

A. Staff reported receiving a complaint involving an aircraft flying at a low altitude over a densely populated area of Redlands near a local high school. Flight-track information was reviewed, and the incident was forwarded to the FAA Riverside Flight Standards District Office for further review. Staff stated

that low-flying aircraft and noise complaints involving potential safety concerns are documented and referred to the FAA as appropriate.

Pilot Walt Ferrar described a recent near-midair encounter while returning to Redlands from Hemet. He reported crossing the Redlands Airport area near traffic-pattern altitude when a business jet bound for San Bernardino passed approximately 300 feet above his aircraft. Mr. Farrar stated that he took evasive action because of concern about wake turbulence and subsequently contacted San Bernardino Tower and the FAA. He also filed a NASA Aviation Safety Reporting System report.

Staff described another reported incident involving an aircraft departing Runway 26 at Redlands and traffic associated with San Bernardino, which resulted in evasive action. The Board discussed concerns regarding aircraft separation, wake turbulence, communication between pilots and air traffic control, and the proximity of San Bernardino arrival and departure traffic to Redlands Airport operations.

B. The Board noted that these incidents reinforced the importance of Redlands Airport representation during discussions regarding proposed San Bernardino airspace modifications.

6. OLD BUSINESS

A. No additional old business was discussed.

7. NEW BUSINESS

A. No new business requiring Board action was discussed.

8. UNFINISHED BUSINESS

A. Discussion about the Wildlife Hazard Assessment and Wildlife Hazard Management Plan

Staff provided an update on the Wildlife Hazard Assessment (WHA) and Wildlife Hazard Management Plan (WHMP). The FAA had granted a one-year extension to the project's Period of Performance, allowing work to continue through approximately August of the following year.

The Wildlife Hazard Assessment had been completed; however, preparation, approval, and implementation of the Wildlife Hazard Management Plan remained outstanding. Approximately $35,000 in grant funding remained available. Staff continued coordinating with FAA personnel, including the FAA wildlife biologist, regarding project completion and reimbursement of eligible expenses.

9. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

A. Staff to continue providing updates regarding the proposed San Bernardino International Airport airspace changes and the Safety Risk Management process.

B. Staff to continue monitoring and reporting aviation safety concerns involving Redlands Airport and San Bernardino traffic.

C. Staff to provide updates regarding the FY 2026-27 pavement treatment grant and project.

D. Staff continue work on the AWOS-3 replacement project, including FAA obstruction evaluation and frequency coordination.

E. Staff to continue work on the Wildlife Hazard Management Plan and coordination with the FAA.

F. Staff to provide updates regarding future Airport Capital Improvement Program funding opportunities and potential state aviation grant funding.

Staff also discussed planning for an airport community event scheduled for October 25th. The event was being coordinated to allow the airport to remain operational, with vendor insurance and other required approvals being addressed.

BOARD MEMBER COMMENTS

No additional Board Member comments were received.

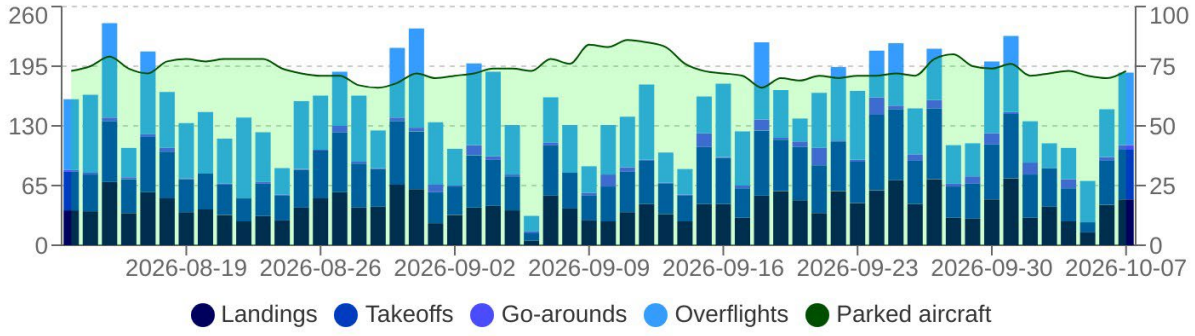
ADJOURNMENT at 6:52 PM to a SPECIAL MEETING on Thursday, August 13, 2026, at 6:00 P.M.

Attachment – B
Redlands Municipal Airport Operations Report

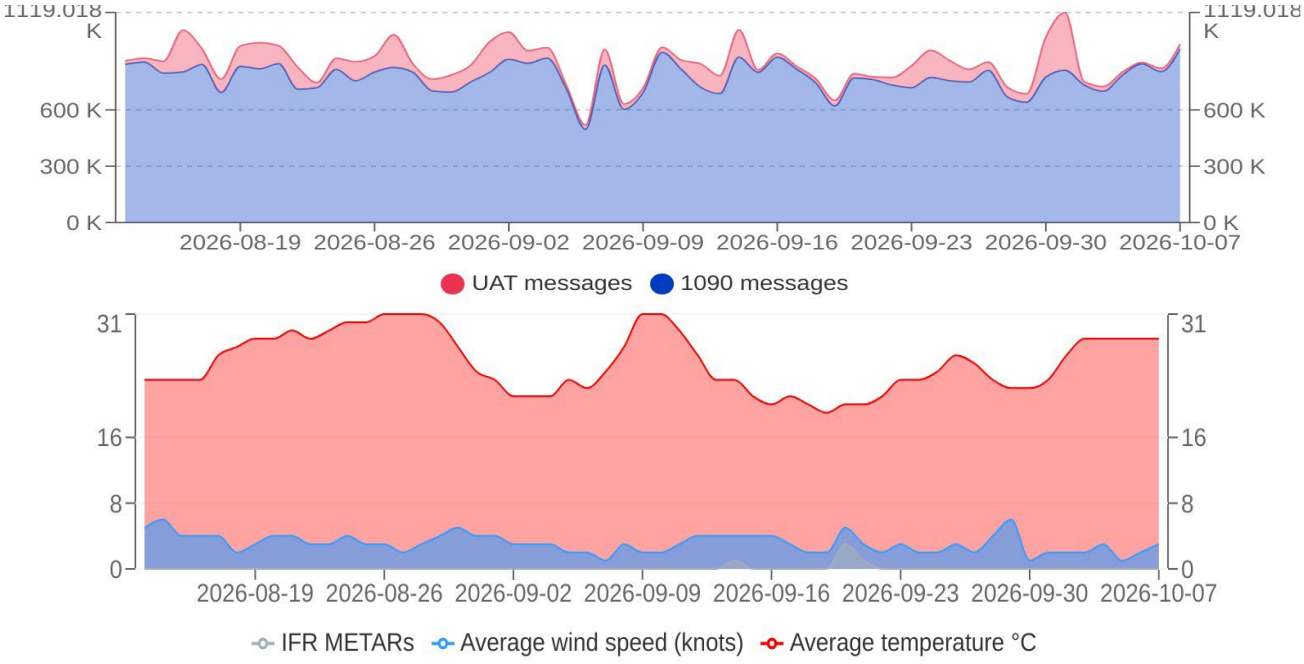
Report Date Range: 08/13/2026 - 10/08/2026
Report creation date: 10/08/2026 10:04
Generated by: trichardson@cityofredlands.org

Total Operations	Landings	Takeoffs	Go-Arounds	Overflights
8,553	2,371	2,601	254	3,327

Operations by Day



Receiver health

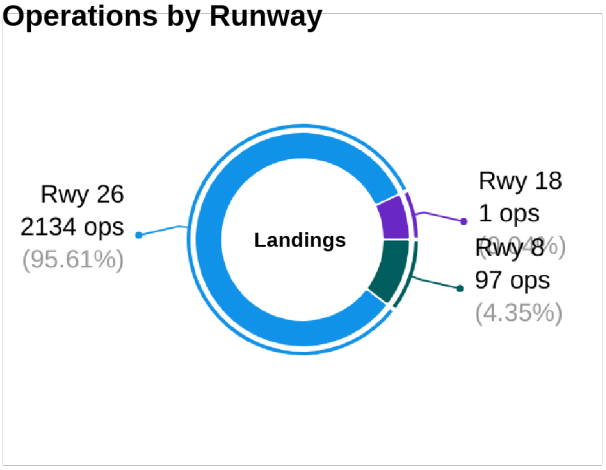


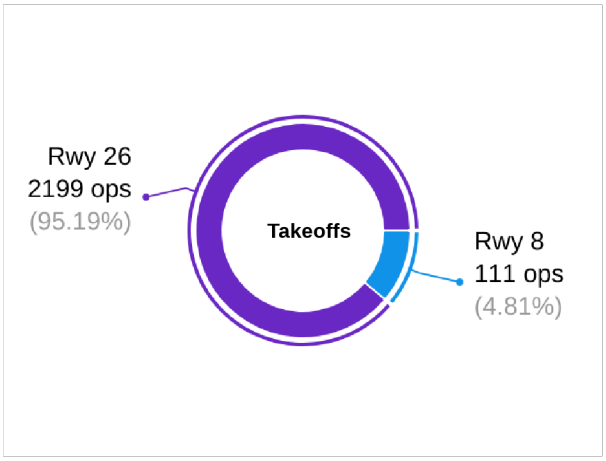
Airport Advisory Board

Top Aircraft Types

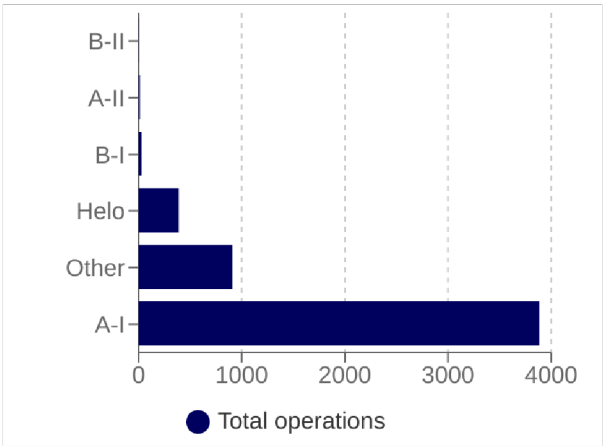
Operations by Engine Type

Operations by Runway

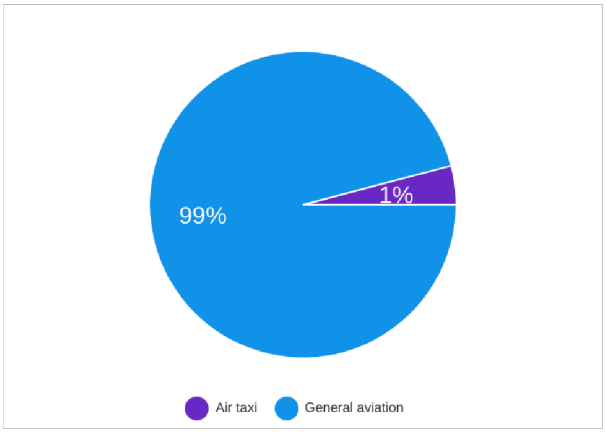


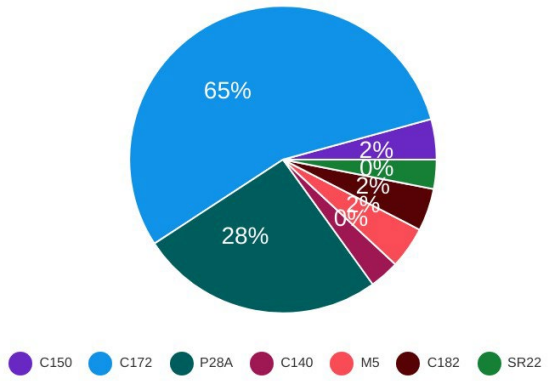


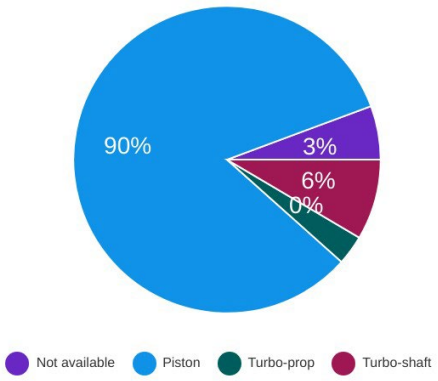
Operations by Category



Operations by Type



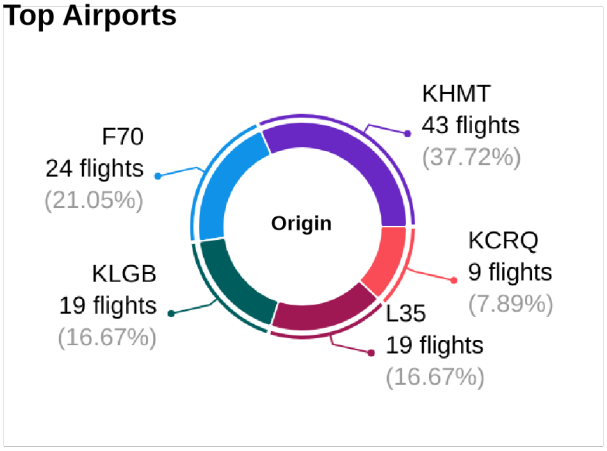


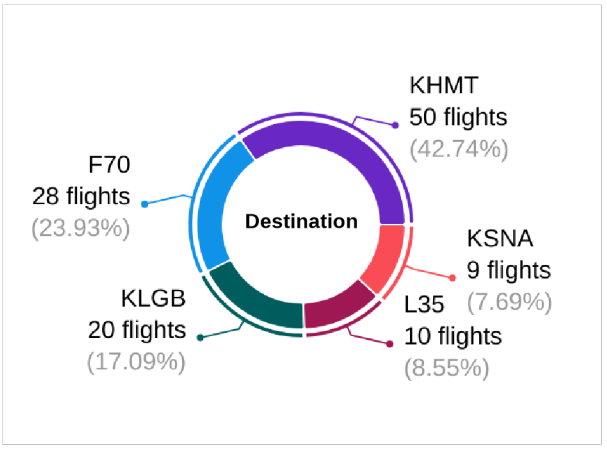


IFR vs VFR Flights

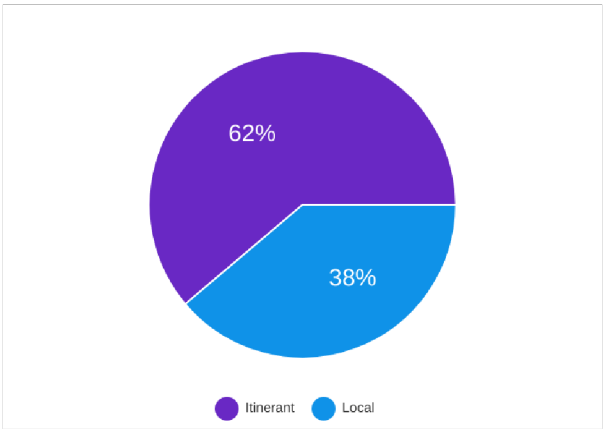
After Hours Operations

Top Airports

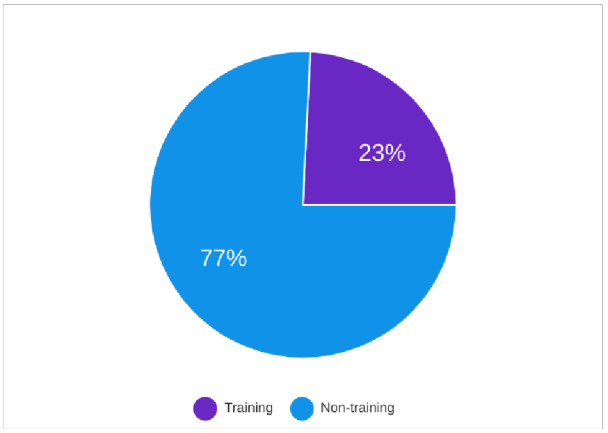


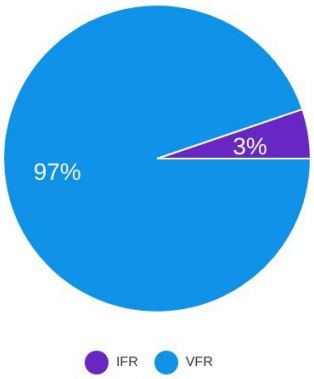


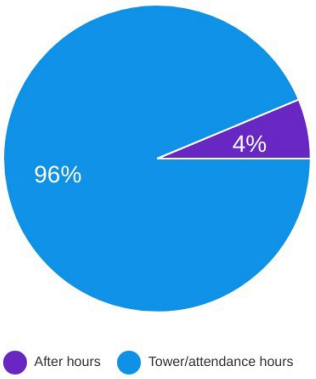
Local vs Itinerant Flights



Training Operations



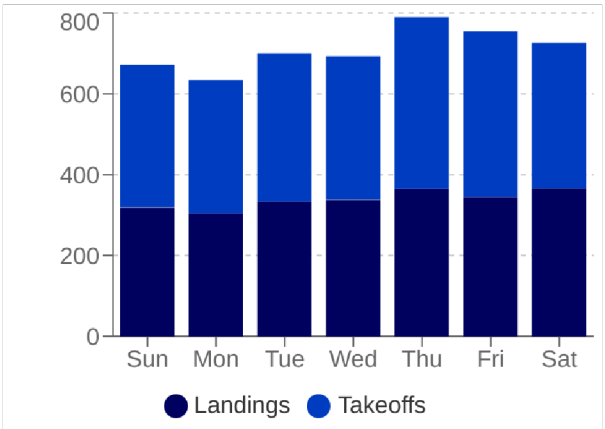


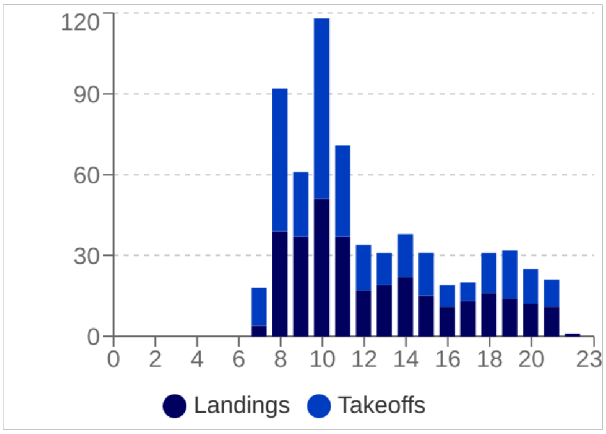


Operations by Day of Week

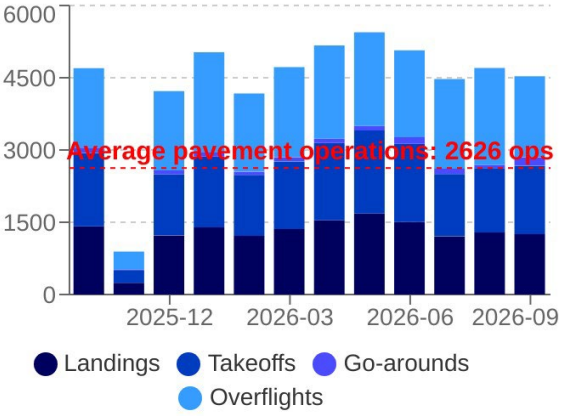
Operations by Hour

Landings and Takeoff By MonthBusiest Days on Record





Historical Data



Rank	Date	›avement ops	Aircraft
1	2026-04-18 (S	218	42
2	2025-02-01 (S	212	38
3	2025-01-24 (F	206	46
4	2025-05-07 (W	205	39
5	2026-05-14 (T	204	31
6	2025-05-08 (T	203	34
7	2026-05-09 (S	201	30
8	2026-04-22 (W	196	28
9	2025-09-29 (M	190	42
10	2026-04-07 (T	189	30

Attachment – C
Maintenance Items

1. All Runway Safety Areas are clear. No new obstructions to report.
2. The MicroTower system will be receiving a new optical wind sensor, replacing the worn-out magnetic unit currently being utilized.
3. V-ditch vegetation was addressed by the City Streets Department.
4. Palm tree obstructions on the approach end of Runway 8 have been removed by the City Tree Division.
5. Airfield sign transformers installed. All airfield lighting is 100% with zero outages to report.
6. Airfield perimeter fencing repairs are in progress.
7. Access Control equipment has been addressed for power failure and redundancies.

Maintenance Goals:

A. Install additional CCTV infrastructure.
    1. RWY 8 approach
    2. RWY 26 approach
    3. Redlands Aviation fuel island
B. Runway 8/26 Re-Stripe was completed on 10/5/2026. Thank you, RAA, for helping put up runway closure flyers and social media posts to inform the public and transient pilots.
C. Install ultrasonic coyote deterrent on east end of airfield for coyote mitigation.
D. Weed abate and crack seal West Ramp in preparation for Halloween Event on Oct. 25th.

Attachment – D
Budget Review

DEPARTMENT/DIVISION
AIRPORT-OPERATIONS

FUND
REDLANDS MUNICIPAL AIRPORT

ORGKEY
564900

OBJECT		FY 2025 ACTUAL (AUDITED)	FY 2026 ADJUSTED BUDGET	FY 2026 12 MONTH ESTIMATED	FY 2027 CITY COUNCIL ADOPTED	FY 2028 CITY COUNCIL ADOPTED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	61,436	100,670	100,670	92,101	100,569
5101	Overtime Salaries	12	-	44	-	-
5202	Holiday Pay	50	-	46	-	-
5203	Bonus	-	44	44	-	-
5204	Accrual Payout	15,579	-	1,260	1,013	1,013
5301	Banked Leave Buy Back	65	1,499	1,499	75	75
5401	Pension Contributions	17,284	29,910	29,910	24,739	25,969
5402	GASB68 Pension Expense	(90,530)	-	-	-	-
5501	Social Security/Medicare	6,105	7,775	7,775	7,106	7,430
5601	Deferred Compensation	1,390	1,512	1,512	1,423	1,428
5701	Health/Dental Insurance	4,461	5,068	5,068	6,186	6,193
5702	Workers' Comp Insurance	-	2,834	2,834	7,446	7,642
5703	Disability Insurance	28	-	17	39	41
5704	Unemployment Insurance	124	456	463	473	473
5705	Life Insurance	45	66	66	69	69
5801	Vehicle Allowance	-	60	60	-	-
5802	Eyecare Reimbursement	-	315	315	327	327
5803	Clothing Allowance	38	-	15	15	15
5901	Compensated Absences Expense	794	-	-	-	-
5903	Other Taxable Benefits	182	158	158	164	164
	TOTAL SALARIES AND BENEFITS	17,063	150,367	151,755	141,175	151,407
	SERVICES					
6005	License & Permits	1,873	-	-	-	-
6007	Penalties and Interest	69	-	14	-	-
6008	State Mandated Fees	-	-	27	-	-
6106	Other Professional Services	-	-	3,158	-	-
6301	Water Wastewater Refuse	10,530	14,000	12,000	14,000	14,000
6304	Telephone	8,875	14,000	8,000	14,000	14,000
6307	Electricity & Gas	29,274	43,000	25,000	43,000	43,000
6403	Training	32	1,000	36	1,000	1,000
6505	Retiree Health Insurance	3,535	-	11	-	-
6510	Other Insurance	-	-	1,000	-	-
6601	Postage	-	-	300	-	-
6703	Software Support/Development	129	1,500	1,125	1,500	1,500
6710	Special Contractual Services	53,075	26,712	65,000	49,000	39,500
6712	Landfill Tipping Charges	3,195	-	2,000	-	-
6802	Info Tech Service Charges	-	6,709	6,709	10,879	11,242
6803	City Garage Charges	4,961	5,168	4,523	3,658	3,316
6804	General Govt Service Charge	80,375	83,188	83,188	85,883	89,593
6902	Advertising	7,025	2,500	8,340	3,500	3,000
6903	Janitorial Services	11,710	39,918	23,400	26,000	25,000
6907	Comms Service & Rental	-	1,654	1,000	2,000	1,500
6909	Subscriptions & Memberships	250	500	500	500	500
6910	Labor	22,669	9,549	40,000	40,000	40,000
6911	Bad Debt Expense	57	-	500	500	500
6912	Reimbursed Expenditures	34,247	3,605	3,605	-	-

DEPARTMENT/DIVISION

AIRPORT-OPERATIONS

FUND | **ORGKEY**

REDLANDS MUNICIPAL AIRPORT | 564900

OBJECT		FY 2025 ACTUAL (AUDITED)	FY 2026 ADJUSTED BUDGET	FY 2026 12 MONTH ESTIMATED	FY 2027 CITY COUNCIL ADOPTED	FY 2028 CITY COUNCIL ADOPTED
	SERVICES					
6914	Depreciation Expense	221,534	-	-	-	-
6918	Unreimbursed Expenditures	40,000	-	-	-	-
	TOTAL SERVICES	533,416	253,002	289,436	295,420	287,651
	SUPPLIES					
7002	Office Supplies	111	1,600	1,312	1,000	1,000
7102	Small Tools & Equipment	-	1,200	1,000	600	600
7204	Building/Grounds Maintenance	12,776	50,000	15,000	15,000	20,000
7208	Repair/Maintenance Supplies	17,969	25,818	40,000	35,000	35,000
7209	Janitorial Supplies	-	-	3,000	4,000	4,000
7210	Building Supplies	224	4,000	16,504	4,000	4,000
7807	Food	-	500	2,500	-	-
7810	Special Departmental Supplies	2,491	-	1,617	2,000	2,000
	TOTAL SUPPLIES	33,572	83,118	80,933	61,600	66,600
	FIXED ASSETS					
8801	Capital Lease	-	24,400	-	-	-
	TOTAL FIXED ASSETS	-	24,400	-	-	-
	DEBT SERVICE					
9001	Principal	-	57,000	57,000	57,000	57,000
9101	Interest	32,228	3,000	3,000	3,000	3,000
	TOTAL DEBT SERVICE	32,228	60,000	60,000	60,000	60,000
	DIVISION TOTAL	**616,279**	**570,887**	**582,125**	**558,195**	**565,658**

DEPARTMENT/DIVISION

AIRPORT-PROJECTS AND GRANTS

FUND | **ORGKEY**

REDLANDS MUNICIPAL AIRPORT | 564910

OBJECT		FY 2025 ACTUAL (AUDITED)	FY 2026 ADJUSTED BUDGET	FY 2026 12 MONTH ESTIMATED	FY 2027 CITY COUNCIL ADOPTED	FY 2028 CITY COUNCIL ADOPTED
	SERVICES					
6710	Special Contractual Services	2,857	36,051	36,051	-	-
6912	Reimbursed Expenditures	(34,135)	(3,605)	(3,605)	-	-
	TOTAL SERVICES	(31,278)	32,446	32,446	-	-
	SUPPLIES					
7204	Building/Grounds Maintenance		15,872	25,872	-	-
7901	Non-Capital Expenditures	617,039	-	-	-	-
	TOTAL SUPPLIES	617,039	15,872	25,872	-	-
	DIVISION TOTAL	**585,761**	**48,318**	**58,318**	**-**	**-**

DEPARTMENT SUMMARY

FUND

REDLANDS MUNICIPAL AIRPORT

	FY 2025 ACTUAL (AUDITED)	FY 2026 ADJUSTED BUDGET	FY 2026 12 MONTH ESTIMATED	FY 2027 CITY COUNCIL ADOPTED	FY 2028 CITY COUNCIL ADOPTED
AIRPORT-OPERATIONS	616,279	570,887	582,125	558,195	565,658
AIRPORT-PROJECTS AND GRANTS	585,761	48,318	58,318	-	-
DEPARTMENT TOTAL	**1,202,040**	**619,205**	**640,442**	**558,195**	**565,658**

Attachment – E

Grants / ACIP FY26-27 / City Projects

FY 26/27: The City has received Grant #24 for the TWY-A and Apron Pavement Treatment Project (FCS01122026TFR). Start Date for Project is **November 16th**. More information to follow.

FY27: The Non-Fed AWOS III P/T New Construction Project is in progress. On-Call Engineering consulting and City GIS are involved.

Ongoing:

- The WHA/WHMP grant and agreement with Coffman Associates has been extended 1-year. FAA granted 1-year project extension for Grant #21. Communications are ongoing with the ADO.