



CITY OF RED BLUFF

555 Washington Street, Red Bluff, California 96080
(530) 527-2605; Fax (530) 529-6878
www.cityofredbluff.org

AIRPORT COMMISSION AGENDA

Date of Meeting: **May 12, 2021**
Place of Meeting: **City Council Chambers**
Time of Meeting: **5:30 p.m.**

SPECIAL NOTICE: THIS MEETING WILL BE CONDUCTED VIA TELECONFERENCE

The Governor has issued a “stay-at-home order” (EO #N-33-20) which prohibits most in-person public meetings or gatherings. During this emergency, the Governor has authorized local agencies to conduct meetings telephonically. The Council Chambers will not be open to the public during this meeting. Remote public participation via ZOOM is encouraged as follows:

CALL-IN NUMBER:

Meeting ID: 857 0593 4301
Passcode: 216354
One tap mobile
+16699006833,,85705934301#,,,,*216354# US (San Jose)
+13462487799,,85705934301#,,,,*216354# US (Houston)

COMPUTER:

Join Zoom Meeting via laptop

<https://us02web.zoom.us/j/85705934301?pwd=dFdsSFR2dnkxdFIQOGQzQXk1ak04QT09>

Meeting ID: 857 0593 4301
Passcode: 216354

This agenda has been posted pursuant to City of Red Bluff Resolution No. 28-1995. The City of Red Bluff welcomes you to their meetings, which are regularly scheduled for the second Wednesday of each month. Your participation and interest are encouraged and appreciated. Meeting notices are available in appropriate alternative formats, upon request of a person with a disability. If accommodations are needed for individuals with disabilities, please contact the Public Works office prior to the day of the meeting.

ROLL CALL

Chairperson	Rob Schmid
Vice Chair	Pete Taylor
Commissioner	Dave Cappello
Commissioner	Robert Moore

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Commissioner	Randy Gow
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1. **Pledge of Allegiance**

2. **Approval of Minutes**

April 14, 2021

3. **Citizen's Comments**

Citizen comments are a special time for citizens to address the Airport Commission on airport related items which are not on this meeting's agenda. For items that are on the agenda, public comment will be heard when the item is discussed. If your comments concern an item that is noted as a public hearing, please address the commission after the public hearing is opened for public testimony. By law, the Airport Commission cannot make decisions on matters not on the agenda: however, items can be discussed and can be placed on the agenda of the next Airport Commission Meeting. If requested by letter, at least two weeks prior to the Airport Commission Meeting, any subject relative to the operation of the airport will be placed on the next agenda. The Chairperson reserves the right to limit the duration of time per each speaker.

4. **Current Business**

4.1 **Fixed Base Operator (FBO) – Gary Walker** **Informational**

5. **Old Business**

5.1 **Report of Homeless Executive Meeting** **Informational**

6. **New Business**

6.1 **EAA #1148 & 157 Young Eagles Event** **Discussion**

The Experimental Aircraft Association (EAA) #1148 & 157 has submitted a Special Event Permit application (see attached **Exhibit A**) to use RBL on June 12, 2021 for their Young Eagles Event to promote aviation to children ages 8 – 17. Their event scheduled from 08:00 – 12:00, will be require participants to pre-register for their discovery flight and be assigned arrival times to limit the amount of people gathered on site for any given period. Staff has completed a draft Condition of Approval (see attached **Exhibit B**) for discussion with the Airport Commission prior to issuance of permit.

7. **Closing Comments**

The next Regular Airport Commission Meeting is scheduled for June 9, 2021

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REQUEST TO USE CITY STREETS/PROPERTY FOR SPECIAL EVENT

Section 1 – Proposed Date of Event/Requestor Information

Proposed Date of Event: June 12, 2021

Name of organization making request (for its own use OR on behalf of others):

EAA # 1148

Address & Phone Number: 1462 LINK ST, CORNING, CA. PHONE 530-824-5541

Contact PERSON (with phone number if different from above): BARBARA BOOT

Onsite person responsible for the Event? (aka Event Coordinator): BARBARA BOOT

Please note: The Event Coordinator shall be responsible for obtaining all permits and paying all fees

Contact preference during the event if necessary?: 530-624-4357

Section 2 – Event Information

Purpose for Request/Event: YOUNG EAGLES

Date(s): 6-12-2021

Times (include set up & take down time): From 8:00 A.M. to 12:00 P.M.

Will vendors be working at the event? YES NO

***Please note: All Event Operators/Participants/Vendors shall comply with all Red Bluff Municipal Codes Including but not limited to Red Bluff City Code Chapter 12.*

Will Non-City trash containers be supplied for the event? YES NO

If YES, provide the contact person (if other than the Event Coordinator) responsible for all clean up and sign removal; including but not limited to the emptying all of the Non-City trash containers:

Is the Organization charging an entry or event fee? YES NO

If YES, what is the fee? _____

Do you have Insurance Coverage for this event? YES NO

Insurance Company/Policy Number: CN 101383240-CHAP E - AL-20-21

NOTE: Applicant is required to provide liability insurance in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 aggregate and name "the City of Red Bluff, its elected officials, officers and employees" as additional insureds.

(Attach copy of Certificate of Insurance)



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Attach a map showing the proposed portions of streets and alleys to be closed. Indicate where barricades, cones or other devices would be installed to close streets and/or alleys.

****Please note: If the City is providing the barricades, cones or other devices then the City will drop off and pick up the items. Also, the "No Parking Special Event" signs shall be posted by the Event Coordinator or the Authorized Event Coordinator Representative. The installation and removal of the devices shall be the sole responsibility of the Event Coordinator or the Authorized Event Coordinator Representative.**

Is your Organization proposing to provide Portable Toilets?

YES (show location on map)
 NO

Are all vehicles that will be used in this event in compliance with all California Vehicle Code Sections (lighting, exhaust, tires, registration, & insurance)?

YES NO

If NO, how will vehicles be transported to and from event?

Who will notify surrounding businesses and offices of the event and how will they be notified?

Is event organizer requesting to allow any possession and/or consumption of alcoholic beverages during the event?

YES NO

If YES, how will alcoholic beverages be sold at this event, what measures will be taken by the Event Coordinator Control the sales and prevent the sales to minors?

How many people are estimated to attend your event? 100

Applicant represents that the foregoing is true and correct and agrees to provide insurance coverage as described above. Applicant will defend and indemnify the City of Red Bluff, its elected officials, officers and employees from any and all claims arising from, associated with or related to Applicant's event(s) described herein.

Submitted by (Applicant):


Authorized Representative Signature

Date:

4/23/2021

IF ALCOHOL CONSUMPTION IS PLANNED TO BE SOLD OR PROVIDED DURING THE EVENT, A SEPARATE APPLICATION THROUGH CALIFORNIA A.B.C. AND THE RED BLUFF POLICE DEPARTMENT WILL BE REQUIRED.

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FOR DEPARTMENT USE ONLY CITY REQUIREMENTS / CONDITIONS OF APPROVAL TO BE COMPLETED BY THE TECHNICAL ADVISORY COMMITTEE

Will the event require use of any state highway or right-of-way?

YES NO Encroachment

If YES, will an "ENCROACHMENT PERMIT" from CAL-Trans be required for this event?

YES Or Any other Public Agency Permit(s): _____

Will individuals be required to control access to street closure area including but not limited to emergency access?

YES NO

If YES, will barricades, cones or other devices be needed for access control/street closure/alley closure, etc.

YES NO

If YES, what is the number of barricades, cones or other devices needed?: _____

Who will provide barricades, cones or other devices?: _____

CITY: _____ Organization: _____

Who will setup and takedown?: _____

How many people required to control access and to allow emergency access for City Police, fire, etc.: _____

Will security personnel be required by the Red Bluff Police Dept., for this event?

YES NO

If YES, Red Bluff Police Dept., will accept the following forms of security?

YES NO

Other (Identify): _____

****Please note:** If Private Security is required then the applicant will be required to submit the contract between the applicant and licensed bonded private security firm prior to the City Council taking action.

Number of security personnel required for the Even by the Red Bluff Police Dept.: _____

Number of portable toilets required: _____

Location: _____

Setup and removal: _____


Signature – Director of Public Works

4/27/2021
Date


Signature – Chief of Police

4/27/2021
Date

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA INC. 540 W. MADISON CHICAGO, IL 60661 Attn: Chicago.CertRequest@marsh.com Fax: 212-948-0770	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No):
CN101383240-ChapE-AI-20-21 INSURED EAA Chapter 1148, Inc., Coming, CA Attn: Karen Kryzaniak PO Box 3086 Oshkosh, WI 54903-3086	INSURER(S) AFFORDING COVERAGE INSURER A : See Attached Schedule of Insurers INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Aviation Operations Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		X	See Attached Schedule of Insurers	12/01/2020	12/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ N/A MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ N/A PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Saturday, June 12, 2021

CERTIFICATE HOLDER City of Red Bluff Its elected officials, officers and employees Red Bluff, CA	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE of Marsh USA Inc. Manashi Mukherjee <i>Manashi Mukherjee</i>
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ADDITIONAL REMARKS SCHEDULE

AGENCY MARSH USA INC.		NAMED INSURED Experimental Aircraft Association and EAA Aviation Foundation, Inc., et al. Attn: Karen Kryzaniak PO Box 3086 Oshkosh, WI 54903-3086	
POLICY NUMBER		EFFECTIVE DATE: (4/14/2021)	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

The Insured Chapter named above is covered per the terms and conditions of Endorsement - SPM001 (12/2009) - ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION (Activities Of And Events Sponsored Directly By A Chapter) attached to the Aviation Operations Liability policy evidenced above.

The Certificate Holder is included as an additional insured for use of facility but solely as respects the operations of the Insured and solely as respects the chapter sponsored event.

Experimental Aircraft Association and EAA Aviation Foundation, Inc. et al
 Schedule of Insurers for the period December 1, 2020 - December 1, 2021 under Insurer letter A.

Insurers:

Global Aerospace, Inc.
 Policy No. 13000709

XL Catlin
 Policy No. AP00887818

National Union Fire Insurance Co. of Pittsburgh
 Policy No. PL 001853274-16

AIG London
 Policy No. AVNPN2050060

Starr Indemnity and Liability Company
 Policy No. SASICOM60111420-06

Old Republic Insurance Co.
 Policy No. AP 00887819

Chaucer
 Policy No. AVNPN2050060

Elseco
 Policy No. AVNPN2050060

LRA
 Policy No. AVNPN2050060

Chubb
 Policy No. AVNPN2050060
 Swiss Re
 Policy No. AVNPN2050060

The insurance is provided by separate insurers. The liability of these is several and not joint.



The Leader In Recreational Aviation

North Valley Flyers
Corning, California
EAA 1148

April 23, 2021

City of Red Bluff
555 Washington Street
Red Bluff, Ca. 96080

To Whom it may Concern:

The event will be organized with pre-arranged reservations to limit the people on site at one time.

We will be using the Covid guidelines to comply with current restrictions.

If you have any questions, please call me at 824-5541.

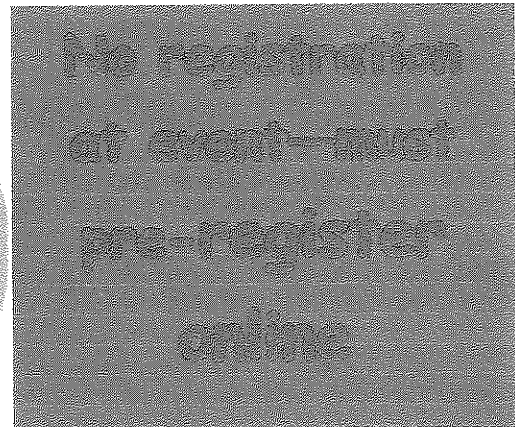
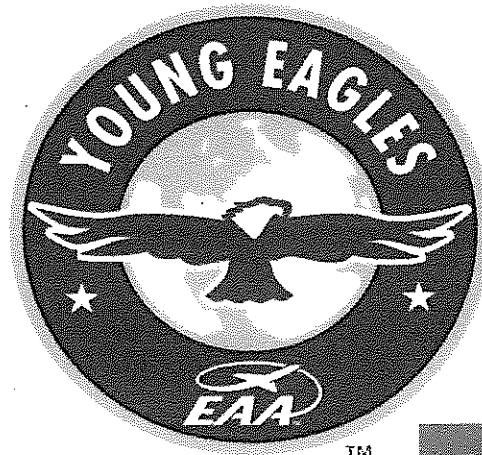
Sincerely,

Barbara Boot

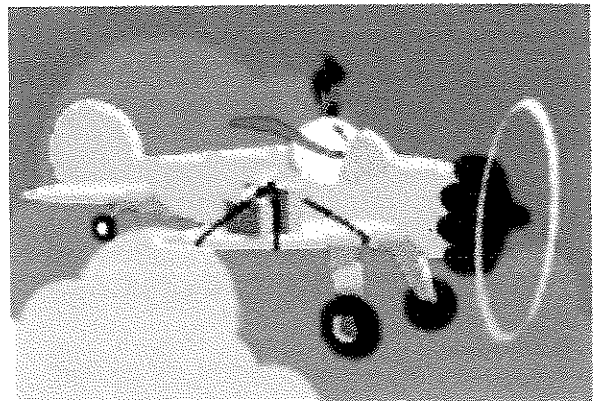
Young Eagles Chairman

EAA#1148

Red Bluff Airport – Registration @YEDAY.ORG
Starts at 8:00 AM Ends as 12:00 Noon



Kids Fly
Free!!



Young Eagles! Local pilots and members of EAA Chapters 1148 & 157 invite kids 8 to 17 to bring a parent or guardian. Report to Red Bluff Airport Sign up must be done @ YEDAY.ORG for your Young Eagle ride prior to event. Offered from 8 to Noon. Be prompt! See you there!

Hands-On Flight Simulator
May be Available Too

Highlights

- Learn about how airplanes fly
- Check out the local airplanes on field
- Fly for free!
- **Get your Young Eagle Certificate and photo with your pilot**
- Registration must be done online



Call for more info:
Barbara Boot
530.824.5541
bboot33@comcast.net



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April 27, 2021

North Valley Flyers EAA 1148
Attn.: Ms. Barbara Boot
1462 Link Street
Corning, CA 96021

**RE: Request to Use City Property / Special Event:
2021 EAA Young Eagles Event
SEP 2021-04**

Dear Ms. Boot,

Thank you for submitting your request for a Special Permit for review by City staff for the proposed **2021 Young Eagles Event** at the Red Bluff Municipal Airport.

Documents describing the project were submitted to the City, were considered by the Technical Advisory Committee (TAC) at their meeting of Tuesday, April 27, 2021 and, were signed and approved by the Public Works Director, the Airport Manager, and Police Chief with Conditions of Approval. The Conditions of Approval are indicated below.

(note: please read and review conditions below as they may impact your event)

General Project Comments and Requirements:

Conditions:

1. **HOURS:** The 2021 Event hours will be from 8:00 am to 12:00 pm on Saturday, June 12, 2021 with event set-up and break-down activities to occur immediately prior to and following event hours.
2. **SETUP/CLEANUP:** Setup activities impacting the airfield or airfield tarmac time not begin earlier than sunrise on the morning of the event and take-down shall be completed by approximately 1:30 pm. All applicable City of Red Bluff event and construction noise standards shall apply.
3. **Airfield/Tarmac Safety:** Event staff sufficient to ensure that no unauthorized entry onto the active airfield/taxiway/tarmac shall be provided.
4. **“Through-the-Fence” Access:** Any and all vehicles associated with the event and accessing, parking, loading/unloading or otherwise traversing the portion of the airport property on the airfield-side of the security fence shall be escorted by event staff.
5. **PROOF OF INSURANCE:** provided separately.
6. **ALCOHOLIC BEVERAGES:** no alcoholic beverages are permitted to be served or consumed at the event or on the tarmac of the facility.

7. POST EVENT ACTIVITIES. Applicant shall remove all EAA Young Eagles related items from airport property at close of event. This shall include removal of all trash and debris related to the event.
8. CONSTRUCTION. No permanent structures are permitted or authorized with this approval.
9. NOISE. All event related activity shall conform to the City noise standards.

Public Works / Engineering Conditions:

10. Applicant shall provide personnel to maintain Ramp Safety and Security.
11. All participants will be escorted to and from the aircraft by event staff.
12. Applicant shall physically identify and post notice for sufficient parking for Wings-and-Wheels Restaurant customers during the time of the event. In no case shall the number of marked parking spaces be less than ten (10)
13. No “hot props” or spinning propellers are permitted on of the taxiway or ramp while members of the public / event attendees are present.
14. Applicant shall secure all items subject to becoming airborne from prop and rotor wash.
15. Applicant shall maintain open and un-obstructed access to all gates and driveways used for event purposes. No obstructions, including vehicles, shall be permitted to be placed in emergency drive aisles or in a manner otherwise prohibited or obstructing fire hydrant access.
16. Applicant shall comply with any directions given by emergency personnel to address a hazardous or safety related situation.
17. Radio Controlled Aircraft, including Drones are prohibited from operating on airport property per FAA Regulations and City of Red Bluff Ordinances.

If you have any questions or comments, please do not hesitate to contact us at the address or phone listed above.

Sincerely,



Scott Friend, AICP
Community Development Director

R. Scott Miller
Airport Manager

Attachment(s): Copy of Approved and Signed Special Event Application Form