



CITY OF RED BLUFF

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REGULAR AIRPORT COMMISSION MEETING

Date of Meeting: May 8, 2019
Time of Meeting: 5:30 p.m.
Place of Meeting: Council Chambers, City Hall

Commissioners Present: Vice Chairperson Rob Schmid
Commissioner Robert Moore
Commissioner Wanda Schuler

Commissioners Absent: Chairperson David Cappello
Commissioner Lynn Chamblin

Staff Present: R. Scott Miller, Assistant Public Works Director / Airport Manager
Marie Jensen, Administrative Technician

1. **Pledge of Allegiance:**
2. **Commissioner's Approval of Minutes**

April 10, 2019

Motion: Moore
Second: Schmid

Ayes: Schuler, Moore, Schmid
Noes:
Abstained:

3. **Citizen's Comments**

Commissioner Schuler, Commissioner Moore, and Commissioner Schmid discussed absenteeism of Commissioners. It was requested that when a Commissioner is going to be absent, a call to either Marie Jensen Administrative Technician, or Airport Manager Scott Miller to inform them of their planned absence. Commissioners may then be timely informed, and if a quorum would not be present, the meeting may be cancelled and/or postponed, saving travel for members that may be at a distance away. Commissioner Rob Schmid would like this to reflect in the minutes.

4. **Current Business**

4.1 Fixed Base Operator (FBO) – Gary Walker

Gary Walker informed the Commissioners that the previous Sunday, someone had stolen an iPad from an airplane parked on the ramp. He reminded people to lock their airplanes. Gary also let them know that the Airport Restaurant ladies would be selling the restaurant business and leaving July 1st to move away to address family issues. Brianna, one of the waitresses, will be taking the restaurant business over. Brianna has been involved with the restaurant for some time. Commissioner Moore reminded Gary that City owned the equipment of the restaurant. Gary replied that he had already discussed it with Brianna, and she is aware of it.

5. Old Business

5.1 Report of Homeless Executive Meeting

Commissioner Robert Moore informed the Commissioners that Mr. Parker stated that an EIR was not required for on-street parking, although it would be subject to CEQA. Mr. Moore stated that Vista Elementary School recently had a lock-down due to a homeless person on campus. Bob also said that a determination has not been made as to who will be running the proposed shelter on Vista. Scott Miller mentioned that the plan is to have a five-member over-site panel to act as a quick-response commission should any urgent matters arise to the contractual operations of the facility. That five-member panel was not selected as this time. Bob also said that shelter participants are expected to arrive and depart via bus, and that the grant funding status for the proposed shelter expansion is still unknown.

5.2 Preparation of Draft Statement to Shelter Proponents

Commissioner Schmid said that if they want to pursue the Draft Statement, two Commissioners will need to meet and prepare a draft copy. The draft copy will then be presented back to the Airport Commission for discussion and potential approval. Should it be approved at Commission, the final version would then be requested to be included as an Agenda Item for consideration at City Council. Commissioner Schuler and Schmid volunteered to prepare the draft letter. Airport Manager Scott Miller said that the Commission could submit the letter to Anita Rice for consideration for the next Council meeting, but it could also be rejected.

6. New Business

6.1 Installation of Aircraft Tracking Equipment

Airport Manager, Scott Miller informed the Commissioners that he had received an email from MIS (Maritime Information Systems) regarding a request for installation of an aircraft tracking system at the Red Bluff Airport. Scott Miller said that he would send the link to the Airport Commissioners for their review. Commissioner Schmid asked Scott if they are listening to radio talk and logging it in and transcribing it into a document. Mr. Miller said it's based on automatic surveillance and mapping followed by graphical and itemized logging. Mr. Schmid said that if we have actual empirical evidence of the total traffic utilizing RBL facilities, it may assist the City with grant funding. Mr. Schmid referenced the 263 feet of the airport runway that was taken away a long time ago, and if we can prove the need, there may be a lot more business at the airport we may be able get back. Due to the reduced runway length, there are many planes that can no longer land at RBL. Commissioner Robert Moore asked Scott if there is an annual contract that would have to be signed to go forward with MIS. Scott said that he hadn't investigated the request in depth as he wanted to consult the Commissioners to see if it was something worth pursuing.

7. Closing Comments

Commissioner Schuler inquired about a previous discussion with Irwin Fust of TCAA, regarding the possibility of changing RBL's CTAF. Airport Manager Scott Miller said that Irwin Fust was going to provide additional supporting information prior to consideration of moving forward with the possibility of a frequency change. Scott has not received any. Scott Miller also reminded the Commission that there is only a handful of available CTAF in the region to select from.

Commissioner Schuler wanted to remind everyone that the Young Eagles event was coming up on May 18th and that there was a shortage of pilots. Wanda asked if they could get the word out of the event.

Scott Miller informed the Commissioners that the Tehama County Search and Rescue was planning a training-op at the airport and they had not notified the City of Red Bluff. Scott Miller let them know that depending on their intended scope, a NOTAM with the FAA may have to be filed and other coordination efforts may have to be made for use of the Red Bluff Airport outside of normal aeronautical activities. Scott said that Ken Johnson was assisting TCSAR and was informed on the proper procedures and mechanisms for requesting use of the city airport. Commissioner Schuler asked Scott if the Young Eagles needed a NOTAM and Scott said no, as no ramp activity was planned, nor would normal aeronautical activities be affected. Commissioner Moore let Wanda know that she should notify IASCO that there will be multiple aircraft coming in and out of the airport and request that they stay out of the area from 8:00 am to 12:00 pm. Scott Miller also let the Commissioners know that he met with Ken Johnson to see if he wanted to look at the old rotating beacon stored at the corporation yard for possible future display at the museum or lobby at the airport. Scott added, currently, it is too large to fit at either location and be compliant with ADA clearance restrictions.

Gary Walker let the Commissioners know that he installed in a new security camera system at the airport. He is now able to monitor certain activities, and if there is a problem, he will have notification.

Vice Chairman Rob Schmid adjourned the meeting at 6:38 pm.

Respectfully submitted,



R. Scott Miller
Assistant Public Works Director and
Airport Manager