



CITY OF RED BLUFF

555 Washington Street Red Bluff, California 96080 (530) 527-2605 Fax (530) 529-6878 www.ci.red-bluff.ca.us

RED BLUFF AIRPORT COMMISSION

MINUTES

Date of Meeting: August 13, 2008
Time of Meeting: 5:30 p.m.
Place of Meeting: Council Chambers, City Hall

The agenda for this meeting was posted pursuant to Resolution No. 28-1995.

Commissioners Present: Donald Ferreira, Chairperson
Robert Schmid, Vice Chairperson
Lynn Chamblin
Wanda Schuler

Commissioners Absent: Donald Kinser

Staff Present: Mark Barthel, Public Works Director
Dawn Arnett, Administrative Assistant

CALL TO ORDER & CITIZENS COMMENTS

Chairperson, Donald Ferreira, called the regular meeting of the Airport Commission to order at 5:30 p.m. on August 13, 2008.

A. APPROVAL OF MINUTES

M/S/C Schuler/Chamblin, to approve the minutes of April 9, 2008.

AYES: Commissioners: Schuler, Chamblin, Ferreira and Schmid
NOES: None
ABSENT OR NOT VOTING: Kinser

B. CITIZEN'S COMMENTS

Dave Hall, hangar owner and member of TCAA, stated that airport security has become an issue due to Norcal taking the fence down next to Commissioner Schuler's hangar. Mr. Hall suggested a letter be sent out to the property owners of the Airport Industrial Park reminding them of the importance of airport security. Mr. Hall also stated that the Ultra Lights are still a safety issue because they do not adhere to basic rules. Vice Chairperson Schmid asked if it was a Federal offense to take the fence down at the airport. Commissioner Schuler stated that the new owners of the building may not know about the security issues. Mark Barthel, Airport Manager stated that a letter would be sent to all industrial owners letting them know that they can be liable if they do not keep the airport secure and will check on rules for

"through the fence access" security. Mr. Barthel also stated that if someone sees an Ultra Light operator not adhering to basic airport rules they should get an "N" number from the wing and give him the number even if it is a week later.

Irwin Fust, hangar owner, stated that the Wings & Wheels event would be on September 13, 2008 and that Mr. Hall was one of the sponsors of the event. Mark Barthel stated that he spoke to the Red Bluff Fire Department to make sure they were aware of the event. Mr. Fust further stated that the rotating beacon cannot be seen until you are right on top of it due to the cluster of white lights that surround it. Mr. Fust stated that putting number 15 as a calm wind runway can be put on the ASOS because it is done in Ukiah and requested that the Commission see what can be done about getting this done for the Red Bluff Municipal Airport. Vice Chairperson Schmid asked if Mark Barthel could speak to Dale Hevner, with the FAA, to find out how to get the information onto the ASOS.

Commissioner Schuler asked Mark Barthel if he was getting ready to paint the FBO building. Mr. Barthel stated that it had been pressure washed, crack sealed, color tested, had windows replaced and caulked. Mr. Barthel further stated that a new sign would be painted on the building.

C. CURRENT BUSINESS

1. FIXED BASE OPERATORS REPORT – PHIL ALGER

Phil Alger did not attend meeting

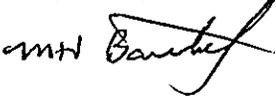
2. PROJECT SCHEDULE FOR AIP 3-06-0193-07 & 09

Mark Barthel stated that he spoke to Stimpel-Weibelhaus Associates to get the schedule and the project should start on the 25th or 26th of August, 2008. Mr. Barthel stated that the first airport closure will be for five days and nights for the runway rejuvenation. The next closure should be on November 3, 2008 for the second set of markings. Vice Chairperson Schmid stated that this should take care of the avigation easement issues. Mark Barthel stated that City personnel will be there at all times and that Mead & Hunt will be there during important times.

Vice Chairperson Schmid asked Mark Barthel if he had any further communication with the FAA for the grant on extending the south end. Mr. Barthel stated that he will be meeting with the FAA and Mead & Hunt at Lake Tahoe with the Capital Improvement Plan to discuss where he can go with the plan in September. Mr. Barthel further stated that there are talks on expanding the apron area, extension of the runway and creating more tie-downs where he is trying to get new hangars put in. Commissioner Schuler asked Mark Barthel if this would involve any new permanent drainage off of the taxiways behind her building. Mr. Barthel stated that the FAA stated this was not airport property and that the responsibility is the City's. Dave Hall asked Mark Barthel if the compass rows could be repainted or moved to better asphalt to enable pilots to set compass. Mr. Barthel stated he would check into this for Mr. Hall

There being no other business, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,



Mark Barthel
Public Works Director



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555 Washington Street Red Bluff, California 96080 (530) 527-2605 Fax (530) 529-6878 www.ci.red-bluff.ca.us

AIRPORT COMMISSION AGENDA

Date of Meeting: December 10, 2008
Place of Meeting: City Council Chambers
Time of Meeting: 5:30 p.m.

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.

A. APPROVAL OF MINUTES:

August 13, 2008

ACTION:

AYES:

NOES:

ABSENT OR NOT VOTING:

B. CITIZEN'S COMMENTS:

Citizen comments are a special time for citizens to address the Airport Commission on Airport related items that are not on this meeting's agenda. If your comments concern an item that is on the agenda or noted for public hearing you may address it when the item is discussed or when the hearing is open 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.

C. CURRENT BUSINESS:

1. FIXED BASE OPERATORS REPORT-PHIL ALGER

2. AIRPORT CAPITAL IMPROVEMENT PROJECT (ACIP) UPDATE 2009-2014

Recommendation:

That the Airport Commission review the attached ACIP for future project consideration by the FAA and DOA and recommend City Council adopt the FY 2009-2014 ACIP and authorize staff to submit the project list for programming.

D. OLD BUSINESS

ADJOURNMENT: January 14, 2009



CITY OF RED BLUFF

555 Washington Street Red Bluff, California 96080 (530) 527-2605 Fax (530) 529-6878 www.ci.red-bluff.ca.us

December 10, 2008

Red Bluff Airport Commission

**SUBJECT: FAA/DOA, AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP)
FY 2009 - 2014**

The attached ACIP list of projects for the Red Bluff Municipal Airport in accordance with FAA and State guidelines is presented for your review.

FAA/DOA's goal is to maintain a running 5-year ACIP to improve their budget projections. The projects listed on this ACIP are subject to change depending upon funding availability, safety issues that may arise, and the City's ability to meet the matching fund requirements.

RECOMMENDATION

That the Airport Commission review the FY 2009-2014 ACIP list for future project consideration by the FAA and DOA and recommend City Council authorize staff to submit the project list for programming.

Respectfully submitted,

Mark H. Barthel
Airport Manager



U.S. Department of Transportation
Federal Aviation Administration
San Francisco Airports District Office
831 Mitten Road, Room 210
Burlingame, CA 94010-1303

October 21, 2008

Mr. Mark Barthel
Public Works Director
City of Red Bluff
555 Washington Street
Red Bluff, California 96080

Dear Mr. Barthel:

RE: Red Bluff Municipal Airport
Fiscal Year 2010 - 2014 Airport Capital Improvement Plan

The Federal Aviation Administration (FAA) and California Department of Transportation, Division of Aeronautics (Caltrans) are conducting our annual update of the Airport Capital Improvement Plan (ACIP). The FAA uses the ACIP to identify and prioritize airport capital improvement needs, and to plan the distribution of Airport Improvement Program (AIP) funds. Caltrans uses your ACIP submission to develop the State Capital Improvement Program (CIP). Your project must be included in the State CIP in order to receive State funding, including AIP matching funds. Caltrans updates the State CIP every 2 years. All proposed projects must comply with the National Environmental Policy Act (NEPA); be depicted on your approved Airport Layout Plan (ALP); and be included in your ACIP submission in order to compete for AIP funding.

You have the option of using the enclosed ACIP Data Sheet [Enclosure (1)] or the Caltrans electronic CIP form. For the five-year cycle from federal fiscal year 2010 through 2014, please identify all proposed projects that you are requesting grant funding for. If you have no projects for any particular year, please state so on the form. Identifying proposed projects for future fiscal years 2015 through 2019 is not required for participation in AIP; however, Caltrans requires a ten-year cycle listing of proposed projects for the State Grant Program. Clearly depict each project including a short narrative of the purpose, a brief justification of the need and a sketch, as further described below:

- The sketch should be an 8 ½" x 11" up to 11" x 17" size ALP or airport drawing that clearly depicts each project listed on your ACIP Data Sheets. Use a separate sketch for each fiscal year if necessary for clarity.
- Projects should be well justified and progress logically from year to year as follows:
 - Projects should be consistent with reasonable forecasts of aviation demand and the latest Airport Master Plan. Forecasts must be reviewed and approved by FAA.
 - Projects must be depicted in a FAA approved ALP. The ALP should be updated for FAA approval every three years.
 - Proposed pavement maintenance or rehabilitation projects should be supported by a current airport Pavement Management Maintenance Plan.
 - The ACIP should reflect logical project progression. Program your planning, environmental and design requirements before construction. Construction and equipment acquisition grants must be based on bid

results. For projects that will require multiple grants over successive years, plan a logical construction sequence.

To help the FAA ensure that all projects comply with the National Environmental Policy Act we are asking you to identify the NEPA compliance status for the various projects in your ACIP. There are three levels of documentation available to the FAA: A Categorical Exclusion (CATEX), an Environmental Assessment (EA) and an Environmental Impact Statement (EIS). The types of projects that normally qualify for CATEX, EA or EIS are identified in FAA Orders 1050.1E and 5050.4B. Projects that do not qualify for a CATEX determination require either an Environmental Assessment or Environmental Impact Statement. The enclosed ACIP data sheet includes a section for you to identify the NEPA status of your airport's proposed projects. Please complete this section of the data sheet based on your knowledge of the proposed project.

For fiscal year 2010 projects that may qualify for a CATEX, we will require verification there are no extraordinary circumstances at your airport. The CATEX Form for this purpose is also enclosed [Enclosure (2)]. If you are uncertain which level of documentation may be appropriate, contact one of our Environmental Protection Specialists (EPS) for assistance.

Caltrans has established a web-based program for sponsors to input airport projects into the State Capital Improvement Program (CIP). Please refer to the enclosed Caltrans notice [Enclosure (3)] for specific details about the State Grant Program. It is intended to make it easier to create and manage the development projects at your airport. Caltrans will provide each airport sponsor with the login name and password for access into the State's AirportIQ website. Your project must be included in the State CIP in order to receive State funding, including AIP matching funds. The signed CIP form printout may be submitted in lieu of the FAA standard ACIP Data Sheet.

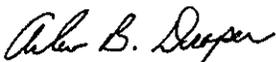
To facilitate the programming of your proposed projects, the due date to submit your updated ACIP to the FAA is **January 16, 2009**. Please send your ACIP Data Sheets and project sketches concurrently to FAA and Caltrans at the following addresses:

Federal Aviation Administration
San Francisco Airports District Office
831 Mitten Road, Room 210
Burlingame, CA 94010-1303

California Department of Transportation
Division of Aeronautics, MS-40
P.O. Box 942874
Sacramento, CA 94274-0001

If you have any questions, please contact your FAA Program Manager or Ms. Nancy Ragsdale at (650) 876-2778, ext. 629. As an alternative to hard copy submittals to the FAA, you may send your ACIP Data Sheets and project sketches electronically to nancy.ragsdale@faa.gov. An electronic copy of the ACIP form is available by request from nancy.ragsdale@faa.gov. For those sponsors who have signed on for our ACIP workshops scheduled for November, we look forward to working with you in the preparation of your ACIP.

Sincerely,



for Robin K. Hunt
Manager, San Francisco
Airports District Office

Enclosures

AWP ACIP DATA SHEET

Prepared by: SFO-625
Date: 9-14-04

Red Bluff Municipal Airport			Fiscal Year	2009	
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	Total
N/A	P	ALP Package and Exhibit A Property Map	\$ 150,000.00	\$ 7,894.74	\$ 157,894.74
		TOTAL	\$ 150,000.00	\$ 7,894.74	\$ 157,894.74

* D - Development; P - Planning; E - Environmental

PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS

Detail Project Description (Square/Lineal Footage or Length/Width)

ALP Package will focus on providing solutions and alternatives for the through-the-fence operations. Depict new taxilanes, aprons, fencing and hangar development areas.

Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)

NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)

Land Title Status & Date of Exhibit "A" Status

Date

Open AIP Funded Projects

Expected Close-out Date

Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.

Name and Title of Authorized Representative (Print or Type)

Mark Barthel, Director of Public Works

Contact Name and Title (Print or Type)

530.527.2605

Signature

Date

Contact Phone (Print or Type)

AWP ACIP DATA SHEET

Prepared by: SFO-625
Date: 9-14-04

Red Bluff Municipal Airport			Fiscal Year	2010	
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	Total
Yes	E	Expand Aircraft Taxilanes/Apron - Phase 1	\$ 150,000.00	\$ 7,894.74	\$ 157,894.74
		TOTAL	\$ 150,000.00	\$ 7,894.74	\$ 157,894.74

* D - Development; P - Planning; E - Environmental

PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS

Detail Project Description (Square/Lineal Footage or Length/Width)

Prepare environmental for taxilane, apron and fencing as depicted on ALP
Prepare preliminary designs if applicable and funding is available

Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)

Environmental 2010, design 2011 and construction 2012

NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)

Land Title Status & Date of Exhibit "A" Status

Date

Open AIP Funded Projects

Expected Close-out Date

Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.

Name and Title of Authorized Representative (Print or Type)

Mark Barthel, Director of Public Works
Contact Name and Title (Print or Type)

Signature

Date

530.527.2605
Contact Phone (Print or Type)

AWP ACIP DATA SHEET

Prepared by: SFO-625
Date: 9-14-04

Red Bluff Municipal Airport			Fiscal Year	2011	
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	Total
Yes	D	Expand Aircraft Taxilanes/Apron, Phase II	\$ 150,000.00	\$ 7,894.74	\$ 157,894.74
		TOTAL	\$ 150,000.00	\$ 7,894.74	\$ 157,894.74
* D - Development; P - Planning; E - Environmental					
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS					
Detail Project Description (Square/Lineal Footage or Length/Width)					
Design taxilanes, aprons, fencing and associated elements as depicted on ALP					
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)					
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)					
Performed under previous year grant					
Land Title Status & Date of Exhibit "A" Status			Date		
Open AIP Funded Projects			Expected Close-out Date		
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.					
Name and Title of Authorized Representative (Print or Type)			Mark Barthel, Director of Public Works		
			Contact Name and Title (Print or Type)		
			530.527.2605		
Signature		Date	Contact Phone (Print or Type)		

AWP ACIP DATA SHEET

Prepared by: SFO-625
Date: 9-14-04

Red Bluff Municipal Airport			Fiscal Year	2012	
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	Total
Yes	D	Expand Aircraft Taxilanes/Apron, Phase III	\$ 1,300,000.00	\$ 68,421.05	\$ 1,368,421.05
		TOTAL	\$ 1,300,000.00	\$ 68,421.05	\$ 1,368,421.05

* D - Development; P - Planning; E - Environmental

PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS

Detail Project Description (Square/Lineal Footage or Length/Width)

Taxilanes, aprons, fencing and associated items.

Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)

NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)

Land Title Status & Date of Exhibit "A" Status

Date

Open AIP Funded Projects

Expected Close-out Date

Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.

Name and Title of Authorized Representative (Print or Type)

Mark Barthel, Director of Public Works
Contact Name and Title (Print or Type)

Signature

Date

530.527.2605
Contact Phone (Print or Type)

AWP ACIP DATA SHEET

Prepared by: SFO-625
Date: 9-14-04

Red Bluff Municipal Airport		Fiscal Year	2013		
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	Total
N/A	D	RWY/TWY Rehabilitate - Phase 1 Design	\$ 75,000.00	\$ 3,947.37	\$ 78,947.37
		TOTAL	\$ 75,000.00	\$ 3,947.37	\$ 78,947.37
* D - Development; P - Planning; E - Environmental					
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS					
Detail Project Description (Square/Lineal Footage or Length/Width)					
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)					
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)					
Land Title Status & Date of Exhibit "A" Status			Date		
Open AIP Funded Projects			Expected Close-out Date		
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.					
Name and Title of Authorized Representative (Print or Type)			Mark Barthel, Director of Public Works		
Signature			Contact Name and Title (Print or Type)		
Date			530.527.2605		
			Contact Phone (Print or Type)		

AWP ACIP DATA SHEET

Prepared by: SFO-625
Date: 9-14-04

Red Bluff Municipal Airport			Fiscal Year	2014	
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	Total
N/A	D	RWY/TWY Rehabilitate - Phase II	\$ 575,000.00	\$ 30,263.16	\$ 605,263.16
		TOTAL	\$ 575,000.00	\$ 30,263.16	\$ 605,263.16
* D - Development; P - Planning; E - Environmental					
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS					
Detail Project Description (Square/Lineal Footage or Length/Width)					
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)					
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)					
Land Title Status & Date of Exhibit "A" Status			Date		
Open AIP Funded Projects			Expected Close-out Date		
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.					
Name and Title of Authorized Representative (Print or Type)			Mark Barthel, Director of Public Works		
Signature			Contact Name and Title (Print or Type)		
Date			530.527.2605		
			Contact Phone (Print or Type)		