

**MINUTES**  
**RIVERSIDE AIRPORT COMMISSION MEETING**  
**Art Pick Council Chamber**  
**Thursday, January 9, 2020, 3:00 p.m.**

Members Present - Commissioners, Couch, Courts, Contreras,  
Greene, Butler, Bloch, Randleman and Vazquez

Members Absent - Thompson

**CALL TO ORDER**

Chairperson Courts called the meeting to order at 3:02 p.m.

Pledge of Allegiance

**ITEM NO. 1: PUBLIC COMMENT**

No public comment at this time

**APPROVAL OF MINUTES**

**ITEM NO. 2: MINUTES OF NOVEMBER 14, 2019**

**A MOTION WAS MADE** by Commissioner Couch to approve the Minutes of November 14, 2019. Commissioner Butler **SECONDED** the motion. **AYES**, Commissioners Couch, Courts, Bloch, Contreras, Vazquez, Randleman and Butler.

Commissioner Greene arrived at 3:05

**DISCUSSION AND ACTION ITEMS**

**ITEM NO. 3: ABSENCES FOR NOVEMBER 14, 2019 MEETING**

Commissioners Vazquez and Randleman respectively asked to be excused from missing the November 14, 2019 Airport Commission Meeting due to employment obligations.

**A MOTION WAS MADE** by Commissioner Couch to approve the excused absences from the November 14, 2019 Airport Commission Meeting. Commissioner Bloch **SECONDED** the motion. **AYES**, Commissioners Couch, Courts, Bloch, Contreras, Vazquez, Randleman, Greene and Butler.

## AIRPORT MANAGER'S REPORT

### **ITEM NO. 4: OPERATION AND ACTIVITY UPDATE**

Airport Manager Kim Ellis updated the Airport Commission on the aircraft operations comparing January 2019 to November 2019 showing an increase of about 12%. Ellis informed the Commission that the data from the December operations numbers show an increase of 12,000 operations for the year surpassing the largest total operations since 2014.

Ellis then spoke about the current financial report with the period ending November 2019. Ellis discussed the positive numbers in reference to Airport revenues.

Ellis informed the Commission on the anticipated City Council approval of a funding increase for the Airport's on-call design and construction management consultant, Mead & Hunt, Inc. Specifically, the Airport is asking Council to increase Mead & Hunt's contract by an additional \$250,000 to account for FAA, and other airport projects, anticipated during the course of the remaining 3 years of the consultant's agreement.

Ellis gave an update on the Request for Proposal (RFP) to conduct an Airshow at Riverside Municipal Airport with proposals due Jan 31, 2020. The RFP release will be the second attempt to procure an agency to offer an enhanced Airshow at Riverside Municipal Airport. Ellis informed all that two agencies have responded to the RFP so far. Ellis asked for volunteers from the Airport Commission to review proposals starting between February and March 2020. Commissioner Couch volunteered to attend the proposal reviews.

Ellis spoke about the cancelation of an agreement with NextGen Flight Academy for a proposed hangar development and supporting infrastructure known as the Westside Project. Although construction was to begin by April 2019, the Developer requested a six (6) month extension to allow additional time to secure funding. That request was granted and expired on October 30, 2019. Due to lack of funding the City and Developer agreed to cancel the Agreement in December 2019.

Ellis stated that staff is working with the Riverside Police Officers Association (RPOA) to host a Charity BBQ, "Lost in the Sauce" on Saturday, March 21, 2020 with tickets on sale now. The event will include aircraft fly-ins, a car show, local bands and a vendor fair. According to the Riverside Police Officers Association the last BBQ event was attended by 40,000.

Ellis ended the Airport Managers report by discussing the Airport's participation in an annual meeting with the FAA to discuss the five (5) year Airport Capital Improvement Program projects. The FAA agreed with the need for the listed projects for FY 2020/21 but was non-committal for the following year's projects due to unknown federal funding. Ellis broke down the yearly project goals ending in 2024.

**ONGOING ISSUES**

None at this time.

**MISCELLANEOUS ANNOUNCEMENTS**

None at this time.

**FUTURE AGENDA ITEMS**

Election of 2020-2021 Airport Commission Chair and Vice-Chair.

**ITEM NO. 7:       ADJOURNMENT**

The meeting adjourned at approximately 3:19 P.M.

As recorded.