

**MINUTES  
RIVERSIDE AIRPORT COMMISSION MEETING  
VIRTUAL  
Thursday, May 13, 2021, 3:00 p.m.**

Members Present - Greene, Bloch, Gibbs, Randleman and Vazquez

Members Absent - Butler, Contreras and Couch

**ITEM NO. 1: CALL TO ORDER**

Chairperson Vazquez called the meeting to order at 3:00 p.m.

Pledge of Allegiance

Roll Call

Newly appointed Ward 1 Airport Commissioner Cynthia Gibbs gave a brief introduction and background that included her experience in the Aviation field.

**CONSENT CALENDER**

**ITEM NO. 2: MINUTES OF MARCH 11, 2021**

**A MOTION WAS MADE** by Commissioner Randleman to approve the Minutes of March 11, 2021. Commissioner Greene **SECONDED** the motion. **AYES**, Commissioners Gibbs, Greene, Bloch, Vazquez, and Randleman.

**ITEM NO. 3: ABSENCE OF COMMISSIONER COUCH ON MARCH 11, 2021 COMMISSION MEETING**

**ITEM NO. 4: ABSENCE OF COMMISSIONER BUTLER ON JANUARY 14, 2021 AND MARCH 11, 2021 COMMISSION MEETINGS**

Commissioner Vazquez informed the Commission that Commissioner Butler has recently experienced some health problems and should be excused from his recent absences.

**A MOTION WAS MADE** by Commissioner Vazquez to excuse the absences of Commissioner Butler from missing the January 14, 2021 and March 11, 2021 Airport Commission Meetings. **AYES**, Commissioners Bloch, Vazquez, Greene, Gibbs and Randleman.

## DISCUSSION CALENDER

### **ITEM NO. 5: AIRPORT MANAGER'S OPERATION AND ACTIVITY UPDATE**

Airport Manager Kim Ellis gave a summary of the current Airport Managers Report starting with Airport Operations. Ellis reported a reduction of 13% of flights as compared to the same timeframe of 2020. Ellis indicated that the decline in aircraft operations was due to weather especially high winds around the Airport. Ellis did confirm that operations have picked up as of late and it seems to be current with last year's numbers.

Ellis then spoke about the current financial report-showing year to date statistics, which shows expenditures and revenues meeting expectations.

Ellis then spoke about the recent City Council actions to approve a request for fund transfer in respects to repairing aging infrastructure at the Airport. Ellis stated that the allocation of around \$160,000 included repairs to roof damage, plumbing issues and replacement of the HVAC system for the café.

Ellis then updated the Commission on the Request for Proposal No. 2088 for an Aircraft Hangar Development Project along Gemende Drive. Ellis confirmed that the project was awarded to Riverside Air Service with the emphasis on brining new tenants with additional new aircraft to the Airport.

Commissioner Vazquez asked about the status of any current construction projects on the Airport. Ellis informed all on the delay in obtaining an emergency generator due to FAA requirements. Ellis also updated the Commission of the relocation of a windsock to comply with FAA standards as well as replacement of old and faded airfield signage. Ellis proceeded to discuss the roof repair currently underway at Waypoint Maintenance Hangar as well as the Airport Observation Deck Rehabilitation Project scheduled to start on Monday May 17, 2021.

Commissioner Bloch emphasized the need for afterhours restrooms for transient visitors to the airport. Bloch mentioned that several times pilots have radioed the ATC Tower for access to restrooms after 5:00pm when the terminal and café are closed. Ellis gave his sympathy to those situations and was open to suggestions on a resolution to this issue. Vazquez ask about the distance to the available restrooms located on the hangar rows. Commissioner Green asked about the hours of operation for the café. Discussion followed.

Vazquez discussed the future possibility of getting together at the Airport Café as a group. Vazquez then reminded all that the next scheduled Virtual Airport Meeting is tentatively scheduled for June 10, 2021 at 3:00 PM. Greene asked when will the Airport Commission will resume with in-person meetings. Ellis spoke about the City looking into options to resume meetings at the Council Chambers but were waiting for guidance from the County Health Department.

## **COMMUNICATIONS**

### **ITEM NO. 6: ITEMS FOR FUTURE CONSIDERATION**

None at this time

The meeting adjourned at approximately 3:26 P.M.

Adjournment to June 10, 2021 at 3:00 pm Virtually.

As recorded.