

**MINUTES**  
**RIVERSIDE AIRPORT COMMISSION MEETING**  
**Airport Terminal Building Conference Room**  
**Wednesday, February 13, 2019, 3:00 p.m.**

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

Members Absent - Thompson

**CALL TO ORDER**

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

**ITEM NO. 1: PUBLIC COMMENT**

Local Ward 3 resident Bob Slater gave a quick introduction and family history which included relative specifically in the aviation field. Slater asked as a concerned citizen questions such as how big will the Airport get, how much more air traffic will occur due to the completion of the Westside expansion and future runway lengthening and traffic tunnel under Van Buren Avenue.

Commissioner Greene arrived at 3:07 p.m.

Airport Manager Kim Ellis confirmed that there are no plans to expand the runway in the near future. Ellis eluded that no tunnel will be built under Van Buren Avenue and the Westside project is based on a four year project with possible 130 new hangars. Ellis informed all that the majority of the air traffic comes from the flight schools based at the Airport. The continued enrollment at these flight schools has grown due to the demand for commercial pilots. Ellis noted that the Airport does understand the noise concerns of the surrounding neighborhood and documents, records and informs violators of these issues. Ellis spoke about the importance of growth at the Airport is needed to be self-sufficient. The Riverside Municipal Airport is an enterprise fund which means that no monies are received from the City's general fund. Discussion followed.

Slater asked the hours of operation of the Airport. Ellis informed all that the Riverside Municipal Airport is a 24 hour Airport open seven days a week with the ATC Tower hours being 7 a.m. to 8 p.m. seven days a week. Slater eluded to Ellis's comment about the majority of air traffic at the Airport are from the flight schools that if most training flights are done during the weekend. Commissioner Robert Randleman eluded to the fact California Baptist University conducts training flights during the week due to school hours whereas some flight schools conduct training on the weekends due to staffing and

customer demands. Discussion followed.

Slater asked for more detail on whom the Airport Commission answers too. Ellis stated that the Airport Commission ultimately reports to the Mayor and City Council.

City of Riverside Human Resources Board Member and Ward 2 resident David Snow gave a brief introduction.

### **APPROVAL OF MINUTES**

#### **ITEM NO. 2: MINUTES OF JANUARY 9, 2019**

**A MOTION WAS MADE** by Commissioner Randleman to update the Minutes of January 9, 2019 which was missing some conversation pieces on the 2019 Airshow. The motion was **SECONDED** by Commissioner Al Contreras. **AYES**, Commissioners Combe, Courts, Greene, Bloch, Contreras, Randleman, Butler and Vazquez.

Contreras asked about any updates on the previous meetings conversation regarding a neighborhood impact study done on the Westside Development Project. Ellis confirmed that no impact study was done recently based on the decrease of proposed construction from the original project. General Services Director Carl Carey said that an impact study must have been done by law when the initial plan for the Westside Development was created. Carey stated that is not needed now because the scope of the current project is on a smaller scale than the original plan. Discussion followed.

### **DISCUSSION AND ACTION ITEMS**

#### **DISCUSSION AND ACTION REGARDING APPOINTMENT OF 2019-2020 CHAIR/VICE-CHAIR**

An ad hoc committee consisting of Commissioners Joe Vazquez, Mike Combe and Eden Bloch was created for the appointment of the 2019-2020 Chair and Vice-chair positions.

Commissioner Contreras asked about a weekend/ afterhours contact number such as the ATC Tower for noise and air traffic concerns. Ellis stated that the ATC Tower's number was removed from the Airport Business Directory due to safety protocols. Contreras requested an on-call administration employee to voice concerns after business hours. Ellis confirmed that this request is not necessary and to leave any concerns on the Administration Office voice mail which will be handled on the next business day. Discussion followed.

Commissioner Combe asked for Airport Concerns or ongoing issues to be

added to future agendas to keep items on task.

## **DISCUSSION ON ROLES AND OBJECTIVES ON THE AIRPORT COMMISSION**

A handout of the City of Riverside code of ordinances specifically showing Chapter 2.60.030 showing the powers and duties of the Airport Commission was reviewed by all. Commissioner Courts added that the Airport Commissioners are messengers to their specific wards Council Members on activities pertaining to the Airport.

## **AIRPORT MANAGER'S REPORT**

### **ITEM NO. 3: OPERATION AND ACTIVITY UPDATE**

Ellis commented on the Airport Managers Report that included aircraft operations statistics year-to-date through December 2018.

Ellis reviewed the financial numbers on the report that included expenditures and revenue numbers as of December 2018 commenting on the fact that expenditures were below forecast and revenue was above projected.

Ellis updated the Airport Commission on the recent and upcoming City Council and Committee Actions which included City Council Approval on January 8 to the Assignment and Assumption of the lease agreement for the D&D Café as well as the City Council approval of the new airport tenant rate increase by 10%.

Randleman inquired about item number 3 in reference to the Assignment and Assumption Agreement between California Aviation Services, Inc. (CAS) and L&R Consulting, LLC. Ellis stated this was only a name change and the terms and conditions of the lease agreement will remain unchanged.

Ellis informed the Airport Commission the City Council will consider two (2) construction agreements associated with the Terminal patio deck rehabilitation project and Airport's Closed Circuit Television (CCTV) system upgrade.

Ellis invited all Airport Commissioners to the upcoming City of Riverside Board and Commission reception on Wednesday, March 20<sup>th</sup> at 5:00 pm at the Convention Center as well as the State of the Airport report to City Council on Tuesday, March 26<sup>th</sup> in the Council Chambers at 6:15 pm. Discussion followed.

## **MISCELLANEOUS ANNOUNCEMENTS**

### **AIRSHOW CANCELLATION 2019**

Ellis gave an overview of the Airshow Open House Committee communication referring to the cancellation of the 2019 starting in summer of 2018. Ellis stated that the Airshow Open House Committee which funded, coordinated and ran the Airshow was a volunteer group consisting of community members. Ellis spoke about a meeting with an Airshow Open House Committee member in the summer of 2018 about taking a year off in reference to the Airshow. Ellis further stated that a formal notification was received about the cancellation of the 2019 Airshow in November 2018. Ellis then confirmed that a notification was posted on the Airport's webpage portal on the City's webpage as well as the Airport's Facebook page. Ellis elaborated that the City is pursuing options for an Airshow in 2020 by posting a possible Request for Proposal in hopes of future considerations. Ellis spoke about the fact that the Airport and City Hall are developing plans to continue the Airshow. Ellis did say that future stipulations will be incorporated involving tasks and responsibilities associated with a future Airshows.

Ellis also clarified that the previous Airshows were solely conducted by the Airport Open Hose Committee not the Airport or the City of Riverside. Ellis said that the cancellation had nothing to do with the Airport or the City's finances. Ellis informed all that the Airport receives no revenue associated with the Airshow, instead the Airshow is a benefit to the City as a community event.

Commissioner Vazquez asked Ellis when the Airport was notified of the possible cancellation. Ellis answered with June of 2018. Carey added that at that time it was a possible cancellation not confirmed until November. Vazquez asked why the Airport Commission was not notified and had to hear about the cancellation from a newspaper article. Vazquez notified all that his respective Council member was not aware of the cancellation as well. Ellis did confirm that the Airport Commission should have been notified of the cancellation in October 2018. Snow interjected with a comment of possible loss of steam due to a break in the Airshow consistency. Ellis reiterated the urgency of a 2020 Riverside Airshow.

Vazquez asked about the official reason to cancel the Airshow. Ellis confirmed the official reason was to take a break. Discussion followed.

Vazquez spoke concerning the importance of communication to the Airport Commission about the Airport is critical. Ellis agreed and would look into closed sessions regarding information solely for the Airport Commission.

Ellis asked for the regularly scheduled Airport Commission meeting on March 13, 2019 to be cancelled and to resume on the next scheduled date of April 10, 2019.

**A MOTION WAS MADE** by Commissioner Bloch to cancel the March 13, 2019 Airport Commission Meeting. The motion was **SECONDED** by Commissioner Randleman. **AYES**, Commissioners Combe, Courts, Greene, Bloch, Contreras, Randleman, Butler and Vazquez.

**FUTURE AGENDA ITEMS**

Approval of revised January minutes  
Vote on Airport Commission Chair and Vice-Chair  
Ongoing Issues item added to future agendas

**ITEM NO. 4: ADJOURNMENT**

The meeting adjourned at approximately 4:31 P.M.

As recorded.