

MINUTES
RIVERSIDE AIRPORT COMMISSION MEETING
Airport Terminal Building Conference Room
Wednesday, May 10, 2017, 3:00 p.m.

Members Present - Commissioners Bloch, Combe, Courts, Greene, Millen, Pardee, Plocher, Stewart, and Vazquez

CALL TO ORDER

Chairman Courts called the meeting to order at 3:04 p.m.

ITEM NO. 1: PUBLIC COMMENT

There was no comment from the public.

ITEM NO. 2: NEWLY APPOINTED MEMBERS OF THE AIRPORT COMMISSION

Chairman Courts introduced Shannon Millen and Jeffrey Pardee, the newest members of the Airport Commission. Commissioner Millen is a Ward 7 resident, the Assistant Principal for Rim of the World High School, and in addition, holds a current Private Pilot license. Commissioner Millen hopes to bring the pilot's perspective to the Airport Commission. Commissioner Pardee, a resident of Ward 5, has lived in Riverside for about 25 years. Commissioner Pardee is the branch manager of a local bank, located in downtown Riverside, and is also a flight student.

Airport Manager Kim Ellis introduced a new Airport Administration staff member, Megan Stoye. Stoye joins the General Services Department as the Administrative Analyst for the Airport Division.

APPROVAL OF MINUTES

ITEM NO. 3: MINUTES OF MARCH 8, 2017

The April 12, 2017 meeting was canceled due to a lack of agenda items.

A MOTION WAS MADE by Commissioner Plocher to Accept the Minutes of March 8, 2017. The motion was **SECONDED** by Commissioner Bloch. **ALL AYES**, Commissioners Bloch, Combe, Courts, Greene, Millen, Pardee, Plocher, Stewart, and Vazquez.

ITEM NO. 4: DISCUSSION AND ACTION REGARDING MEETING ABSENCES

After discussion, **A MOTION WAS MADE** by Commissioner Pardee to excuse the absence of Commissioner Stewart at the meeting of March 8, 2017. The motion was **SECONDED** by Commissioner Vasquez. **ALL AYES**, Commissioners Bloch, Combe, Courts, Greene, Millen, Pardee, Plocher, Stewart, and Vazquez.

AIRPORT MANAGER'S REPORT

ITEM NO. 5: OPERATION AND ACTIVITY UPDATE

Ellis updated the Airport Commission on activities impacting the Airport. There was discussion regarding the Airport budget, Airport operations and on-site fuel sales.

An amendment to the lease agreement with the Airport's Fixed Base Operator (FBO), was approved by City Council on April 18, 2017. Riverside Air Service, will increase leased area by an additional 7,500 square feet, where five executive hangars will soon be installed.

In July, the City Council will consider approval to accept federal grant funds for the Riverside Municipal Airport Aircraft Apron and Runway 09/27 rehabilitation project from the Federal Aviation Administration (FAA) and matching grant funds from the State of California, Department of Transportation (DOT), Division of Aeronautics with Airport matching funds. The total project cost will be \$971,875. Mead & Hunt staff will be on call for construction management of the apron and runway project.

The Airport Runway and Apron Rehabilitation project area includes the apron surface in front of the terminal building, the helipad area and the area south of the Brown hangars in addition to the main runway. Ellis explained the project specifications consist of a fog seal, remarking of Runway 9/27, and also a slurry seal on the designated apron area. Ellis discussed the phases of the project. Commissioner Combe asked about runway closure during construction. Ellis anticipates Runway 9/27 will be closed for 3 and a half days. Runway 3/4 will be operational and open to departing and arriving aircraft. To ensure minimal disruption, Airport Operations will provide all tenants and airport users with a construction schedule. Updates and additional details will be provided. Discussion followed.

The 25th Annual Riverside Airshow was a success. The event had exhibits, various aerobatic performers, the U.S. Air Force C-17 Globemaster, and a special appearance by the Marine Corps V-22 Osprey. News media reported the event was attended by more than 70,000 spectators.

MISCELLANEOUS ANNOUNCEMENTS

ITEM NO. 6: WINGS OF FREEDOM TOUR

The 2017 Wings of Freedom Tour is a traveling museum that tours the country providing educational tours and flights in WWII aircraft. These vintage planes were on display at the Riverside Airport for 3 days in May, 2017. For the 2018 Riverside Airshow, Ellis is hoping to add the B-17, B-24, B-25 and TF-51D displayed at Riverside Airport by the Collings Foundation.

ITEM NO. 7: AVIATION CAREER FAIR

Airport Customer Service Representative Michael Dean updated the Commission on the aviation/education career fair. The Airport will host the event on Saturday, May 20, 2017 in cooperation with the Riverside and Alvord Unified School Districts. Participants include six Riverside Airport aviation businesses. Several local schools of higher education, including CalBaptist Aviation Sciences, Embry-Riddle Aeronautical University, and UCR Engineering will be available for high school students to seek educational opportunities after graduation. Dean encouraged the Airport Commission to share the event with the community. Discussion followed.

FUTURE AGENDA ITEMS

Commissioner Plocher suggested that a tour of the Airport be provided at the next scheduled meeting. Discussion followed. There was consensus to place Airport Tour on the agenda for the June meeting.

ITEM NO. 8: ADJOURNMENT

The next meeting will be June 14, 2017 at 3:00 P.M.

The meeting adjourned at approximately 3:57 P.M.

As recorded.