

MINUTES

Airport Terminal Building Conference Room

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

CALL TO ORDER

ITEM NO. 1: PUBLIC COMMENT

APPROVAL OF MINUTES

A MOTION WAS MADE by Commissioner Pardee to Accept the Minutes of December 13, 2017. The motion was **SECONDED** by Commissioner Stewart. **AYES**, Commissioners Combe, Courts, Greene, Bloch, Stewart and Vazquez.

ITEM NO. 3: DISCUSSION AND ACTION REGARDING MEETING ABSENCES

Discussion on Commissioner Millen absence from December 13, 2017 Airport Commission Meeting tabled for next Commission Meeting.

ITEM NO. 5: FOLLOW UP ITEM- COST ALLOCATION PLAN EXPENDITURES

Airport Manager Kim Ellis reviewed the Fiscal Year 2017-2018 Airport Budget Overview handout. Ellis gave a brief summary of costs and revenues budgeted for the fiscal year. Ellis provided the Airport Commission of upcoming possible projects and plans of keeping monies saved in the Airport balance fund. Discussion followed with Commissioner Combe asking for comparisons in the budget previous to Ellis.

AIRPORT MANAGER'S REPORT

ITEM NO. 6: OPERATION AND ACTIVITY UPDATE

Ellis commented on the Airport Mangers Report emphasizing the aircraft operations numbers and speculation to lower traffic numbers from the previous year. Combe asked about the possibility of recording transient traffic sales form the Airport Café. Pardee inquired if the Airport did outreach to flying clubs or aircraft manufactures to help increase transient numbers. Commissioner Bloch added that maintenance costs have increased for general aviation aircraft which might factor in lower aircraft operations.

Ellis spoke about the rehabilitation of the apron and runway 09/27 was completed, two days ahead of schedule.

Ellis identified the City Marketing Division strategy used to promote Charter Helicopter Service at Riverside Municipal. Charter agencies in Southern California were sent letters of interest to encourage potential service providers to submit a proposal to provide Charter Helicopter Service between Riverside and outlaying counties including Orange County and Los Angeles County. Commissioner Greene asked if the Airport needed to change any logistics to accommodate such services. Ellis confirmed that the Airport is currently adequate to house such business. Combe asked for information on the Helicopter Service proposal to be sent to him.

Combe asked if any updates and developments have been made with the drone collaboration with California Baptist University. Ellis confirmed that in conjunction California Baptist University, University of California Riverside, The Riverside Police and Fire Departments and the Riverside Airport has applied to the FAA Drone Program and waiting for the submittal process. Discussion followed.

Events scheduled at the Airport included: The Riverside Police Department's Trunk or Treat on Friday, October 27, 2017; the Mini Maker Faire on October 23, 2017 as well as the 2nd Annual Fly-In Breakfast and Fundraiser on Saturday, November 4, 2017.

Commissioner Combe on behalf of the Airport Commission thanked Commissioner Stewart for his time serving as Airport Commissioner.

FUTURE AGENDA ITEMS

Swearing in of new Airport Commissioners for Ward 3 and Ward 4, respectively.

Elections of Airport Commission chairperson and vice chairperson.

ITEM NO. 6: ADJOURNMENT

The meeting adjourned at approximately 4:01 P.M.

As recorded.

