



*City of Arts & Innovation*

# City Council Memorandum

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**TO: HONORABLE MAYOR AND CITY COUNCIL**      **DATE: OCTOBER 9, 2018**  
**FROM: GENERAL SERVICES DEPARTMENT**      **WARD: 3**  
**SUBJECT: AIRCRAFT STORAGE HANGAR RENTAL AGREEMENT WITH RIVERSIDE SQUADRON 5, UNITED STATES AIR FORCE AUXILIARY, CIVIL AIR PATROL AT THE RIVERSIDE MUNICIPAL AIRPORT ON A MONTH-TO-MONTH BASIS**

## **ISSUE:**

Approve an Aircraft Storage Hangar Rental Agreement with Riverside Squadron 5, United States Air Force Auxiliary, Civil Air Patrol at the Riverside Municipal Airport on a month-to-month basis in the amount of \$1.00 per month.

## **RECOMMENDATION:**

That the City Council:

1. Approve an Aircraft Storage Hangar Rental Agreement with Riverside Squadron 5, United States Air Force Auxiliary, Civil Air Patrol on a month-to-month basis in the amount of \$1.00 per month; and
2. Authorize the City Manager, or his designee, to execute the Aircraft Storage Hangar Rental Agreement with Riverside Squadron 5, United States Air Force Auxiliary, Civil Air Patrol, including making minor and non-substantive changes.

## **BACKGROUND:**

The Civil Air Patrol (CAP) has maintained an informal aircraft hangar presence at the Riverside Municipal Airport (Airport) since 2005. This organization is staffed solely by volunteers, and the only financial support received for this unit is from the U.S. Air Force for an aircraft, maintenance and aircraft fuel. All other expenses are paid for from dues collected from members of Riverside Squadron 5.

The CAP also maintains an office on the Airport and is charged normal rent that commensurates with the Airport leasing program.

## **DISCUSSION:**

Squadron 5 provides emergency search and rescue missions for missing aircraft, missing hikers, Counter Drug Operations for Customs and Border Patrol, and California State Disaster Relief missions for FEMA/Cal Fire. Squadron 5 gives back to the community by supporting the local high Schools' Air Force Junior ROTC and College ROTC Cadet squadrons through orientation flights. This mission is critical to providing potential candidates to the U.S. Air Force pilot program. The CAP also provides approximately 80 cadets to support the Airport's annual air show.

With the on-site presence of Squadron 5, Riverside Municipal Airport has been designated as the Southern California CAP aircraft maintenance site. This designation brings approximately 15 CAP aircraft in Southern California to the Airport, providing significant business for our aircraft maintenance facilities.

Staff recommends that the City Council approve CAP's month-to-month hangar lease agreement in the amount of \$1.00 per month. City Council approval is required since the proposed hangar rental rate is outside the Airport's approved leasing rates, which would be approximately \$0.30 per square foot for this 940 square foot hangar. The CAP would also be charged the customary \$10.00 per month utility fee. The utility fee is consistent with all month-to-month hangar leases on the Airport.

A survey was conducted of other local airports to determine if reduced rents are provided for similar organizations. A wide range of responses was received, from zero rent to reduced rent, as follows:

<b>Airport</b>	<b>Rate</b>	<b>Facility</b>
Flabob Airport	No Charge	New facility & hangar
Cable Airport	Free	Large meeting room & assistance funds
Hemet Airport	\$1/month	Large meeting room & free tie down
Bracket Airport	\$1/month	Meeting place
Chino Airport	\$1/month	Free meeting place/\$1 month tie down

Considering the contribution that CAP provides to the local community, their primary mission of search and rescue performed by an all-volunteer group, and the increased aircraft maintenance business received through the onsite presence of Squadron 5, the \$1.00 per month rent requested in this action is considered appropriate.

## **FISCAL IMPACT:**

Revenue collected from the Aircraft Storage Hangar Rental Agreement in the amount of \$1.00 per month will be deposited in the Airport Revenue Fund, account number 0000530-346125.

Prepared by: Carl Carey, General Services Director  
Certified as to  
Availability of funds: Edward Enriquez, Acting Chief Financial Officer/City Treasurer  
Approved by: Raphael Guzman, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachment: Hangar Lease Agreement with Civil Air Patrol, California Wing