

**MINUTES**  
**RIVERSIDE AIRPORT COMMISSION MEETING**  
**Airport Terminal Building Conference Room**  
**Wednesday, January 09, 2019, 3:00 p.m.**

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

Members Absent        - None

**CALL TO ORDER**

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

**ITEM NO. 1:        SWEARING IN OF NEWLY APPOINTED COMMISSIONER**

Newly appointed Airport Commissioner Arthur Butler was sworn in by City Clerk's Office Representative Dana Roa. Butler is a resident of Ward 2 and is serving a citywide position within the Airport Commission.

Commissioner Thompson arrived at 3:06 p.m.

**ITEM NO. 2:        PUBLIC COMMENT**

No public comment at this time. Dr. Daniel Prather, Department of Aviation Science Professor at California Baptist University, attended with his current Airport Management class students to observe the January 2019 Airport Commission Meeting.

**APPROVAL OF MINUTES**

**ITEM NO. 3:        MINUTES OF NOVEMBER 14, 2018**

**A MOTION WAS MADE** by Commissioner Vazquez to Accept the Minutes of November 14, 2018. The motion was **SECONDED** by Commissioner Greene. **AYES**, Commissioners Combe, Courts, Greene, Bloch, Contreras, Randleman, Thompson, Butler and Vazquez.

## **AIRPORT MANAGER'S REPORT**

### **ITEM NO. 4: OPERATION AND ACTIVITY UPDATE**

Airport Administrative Analyst Megan Stoye commented on the Airport Managers Report that included aircraft operations statistics year-to-date through November 2018.

Stoye discussed the financial numbers on the report that included expenditures and revenue numbers as of November 30, 2018.

Stoye updated the Airport Commission on the December 11, 2018 City Council Approval to the Lease Agreement with PPH Logistics to rent property at 6711 Doolittle Street.

Stoye identified Airport related items on the January 8, 2019 City Council Agenda including the consideration of the Assignment and Assumption for D&D Café and the Airport's request to update lease rates. Commissioner Combe asked about the D&D Airport Café's name change and new owner's information.

Stoye informed the Airport Commission on the current investments that the Airport is working on such as the procurement of vendors and proposals associated with the Terminal patio deck rehabilitation project and Airport's Closed Circuit Television (CCTV) system upgrade.

### **MISCELLANEOUS ANNOUNCEMENTS**

Commissioners gave brief introductions and background information in a roundtable format.

Commissioner Robert Randleman asked about an update on the Westside Development Project. Stoye updated the Commission the design phase has been delayed from the lease holder.

Commissioner Al Contreras asked for a definition of the roles and duties of an Airport Commissioner. Commissioner Ron Courts described the Commissioners role as being the eyes and ears for the community about the Airport's activities, events and progress. Commissioner Darron Thompson added the duties of an Airport Commissioner are that of providing recommendations to the Mayor and City Council on Airport issues, procedures and programs. Furthermore, Thompson asked that an agenda item for next month's Commission meeting be that of a breakdown of the Airport Commissions roles and objectives.

Contreras inquired if an impact study or survey was done with the local neighborhood about the noise and traffic impact for the Westside Development Project. Stoye confirmed that no impact studies or neighborhood surveys were administered before the agreement of the Westside Development Project. Stoye discussed the ultimate goal for

the Westside Development Project was to fill the in-house needs of large tenant hangar demand. Contreras spoke about the concerns of increased air traffic, subsequent flight patterns and noise abatement. Stoye suggested a tour of the Air Traffic Control Tower to get a better overview of thresholds, flight patterns and safety concerns. Commissioner Combe proposed an Airport information night for the neighborhoods impacted by the Airport as an educational learning experience. Discussion followed.

#### **FUTURE AGENDA ITEMS**

Discussion on the roles and objectives for the Airport Commission.  
Discussion on possible Airport Commission ad hoc committee to develop an educational public service announcement associated with Airport operations.

#### **ITEM NO. 6:      ADJOURNMENT**

The meeting adjourned at approximately 3:54 P.M.

As recorded.