

**MINUTES**  
**RIVERSIDE AIRPORT COMMISSION MEETING**  
**Airport Terminal Building Conference Room**  
**Wednesday, October 10, 2018, 3:00 p.m.**

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

Members Absent        - Contreras, Thompson

**CALL TO ORDER**

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

**ITEM NO. 1:        PUBLIC COMMENT**

No public comment recorded.

**APPROVAL OF MINUTES**

**ITEM NO. 2:        MINUTES OF SEPTEMBER 12, 2018**

**A MOTION WAS MADE** by Commissioner Vazquez to Accept the Minutes of September 12, 2018. The motion was **SECONDED** by Commissioner Bloch. **AYES**, Commissioners Combe, Courts, Greene, Bloch and Vazquez.

**AIRPORT MANAGER'S REPORT**

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

Airport Manager Kim Ellis began the Airport Managers Report by breaking down the current aircraft operations numbers and compared them to 2017 monthly and annual operation statistics. Ellis identified 200 after hours flights were added during the month of August for operations that occurred between the hours of 7 p.m. and 7 a.m. after the Tower was closed. The statistic was derived from a survey of airport flight schools, Riverside Police Department Aviation Division and other on-site tenants. Commissioner Combe asked if any noise complaints from residents were received afterhours. Discussion followed.

Ellis continued with the Airport Managers Report and reviewed expenditures and revenue figures through August 2018. Commissioner Combe asked if any one months' revenue exceeded other months. Ellis

confirmed that Airport revenue funds are, for the most part, consistent thru out year and expenditures vary based on projects and critical repairs, i.e. air conditioners in summer and roof repairs in the winter.

Ellis reported about the Saturday September 22, 2018 Mini-Maker Faire held in the Terminal Building. Approximately 700 participants attended the event, which highlighted kid friendly, hands-on science and technology activity booths.

Ellis identified the timeline associated with the Request for Proposal (RFP) for the Terminal deck rehabilitation with award anticipated in December 2018. Commissioner Green inquired about which section of the Terminal deck would be salvaged and which section would be renovated. Discussion followed.

Ellis reviewed the lease agreement status of the Doolittle property and the agreement of the parcel as an overflow semi-truck parking lot.

Ellis concluded the Airport Managers Report with an overview of upcoming Project RFP's, which include the parking ramp rehabilitation for the East side of the airport referred to as Port-a-Port and a closed circuit television system. Commissioner Combe asked about the current status of the RFP process related to the CCTV project. Discussion followed.

#### **FUTURE AGENDA ITEMS**

Commissioner Combe invited all to the Veterans Day/Fly-over on Saturday November 10, 2018 in Downtown Riverside.

Ellis invited all Commissioners to the Inside Arlington event at 7:15 a.m. on Tuesday October 16, 2018 at the Terminal building.

#### **ITEM NO. 4: ADJOURNMENT**

The meeting adjourned at approximately 3:37 P.M.

Next Airport Commission Meeting scheduled for Wednesday November 14, 2018 at 3:00 P.M. in the Airport Terminal Building Conference Room.

As recorded.