

**MINUTES**  
**RIVERSIDE AIRPORT COMMISSION MEETING**  
**Airport Terminal Building Conference Room**  
**Wednesday, March 14, 2012, 2:30 p.m.**

Members Present - Commissioners Brown, Combe, Cook, Heublein,  
and Horvath

Members Excused - Commissioners Hantman, Quiroz, Stewart and  
Yeager

**CALL TO ORDER**

Vice-Chairperson Cook called the meeting to order at 2:31 p.m.

**ITEM NO. 1: PUBLIC COMMENT**

There was no Public Comment to report.

**APPROVAL OF MINUTES**

**ITEM NO. 2: MINUTES OF JANUARY 11, 2012**

**A MOTION WAS MADE BY** Commissioner Heublein to Accept the Minutes of February 8, 2012 as corrected listing Commissioner Horvath nominated as Vice-Chairperson for the 2012 Election of Officers. The motion was **SECONDED** by Commissioner Cook. **ALL AYES**, Commissioners Brown, Combe, Cook, Heublein and Horvath.

**DISCUSSION AND ACTION ITEMS**

**ITEM NO. 3: ELECTION OF OFFICERS**

The Nominating Committee recommended Commissioner Hantman as Chairperson and Commissioner Horvath as Vice-Chairperson for 2012 Officers. There were no other nominations. **A MOTION WAS MADE** by Commissioner Brown to accept the recommendation of the Nominating Committee. **SECONDED** by Commissioner Combe. **ALL AYES** for Chairperson; Commissioners Brown, Combe, Cook, Heublein and Horvath. **ALL AYES** for Vice-Chairperson; Commissioners Brown, Combe, Cook, Heublein and Horvath.

**ITEM NO. 4: LAND LEASE FOR JOHNSON MACHINERY HANGAR**

Airport Director Ripley informed the Airport Commission on the proposed project for an executive hangar at Riverside Airport. For several months, Airport staff has been working with Johnson Machinery to determine a long-term solution to locate aircraft storage. After researching all options, Johnson Machinery decided the best route would be to construct an executive hangar.

The hangar will be 80 feet by 80 feet and located just north of the Fixed Base Operation (FBO) hangar, designated J-2, next to existing executive hangars. The building will include a restroom and office; the door will face west. Discussion followed.

The land lease will be for 30 years with one ten-year option. The lease will include the appropriate CPI adjustments, as well as the required capital investment for a 6,400 square foot parcel. A draft lease has been prepared and is being reviewed by the City Attorney's Office. It is estimated that the cost of the hangar will easily exceed \$250,000. It is anticipated the report will be presented at a City Council meeting in April.

In addition, Airport staff submitted a Federal Aviation Administration (FAA) form 7460-1 for the hangar project in January, 2012.

**A MOTION WAS MADE BY** Commissioner Brown to support the City entering into a land lease with Johnson Machinery. The motion was **SECONDED** by Commissioner Combe. **ALL AYES**, Commissioners Brown, Combe, Cook, Heublein and Horvath.

**COMMITTEE REPORTS**

There were no Committee Reports.

**CITY COUNCIL ACTIONS**

There were no City Council Actions to report.

**CONSTRUCTION AND PROJECT UPDATE**

There were no Construction and Project Updates to report.

## **MISCELLANEOUS ANNOUNCEMENTS**

### **ITEM NO. 5: 2012 AIRSHOW UPDATE**

The 20<sup>th</sup> annual Riverside Airshow will be held on Saturday, March 31, 2012. The Riverside Airshow continues to be one of Riverside's two largest family entertainment events. Airport Commission members were encouraged to attend. Tom Miller is the Airshow coordinator. Discussion followed.

### **ITEM NO. 6: BOARDS AND COMMISSIONS RECEPTION - MARCH 19, 2012**

The annual Boards and Commissions Reception, hosted by the Mayor and City Council, will be held on Monday, March 19, 2012 to honor outgoing Board and Commission members and express the City's heartfelt thanks and appreciation for their service. Commissioner Marisa Yeager will be re-appointed to the Airport Commission.

## **ONGOING ISSUES**

### **ITEM NO. 7: AIRPORT TENANT REPORT**

Flight Instructor Kareem Omar of Airlines Transport Professionals (ATP) presented a report to the Airport Commission. ATP Riverside Flight School is located at 6775 Airport Drive. ATP is a nation-wide company with 26 facilities, the newest in Carlsbad, California and Phoenix, Arizona. ATP is one of the few flight schools credited to have offered loans to students during the economic downturn, adding to their solid reputation. Mr. Omar described ATP as an 'academy style' flight training school.

ATP's Airline Career Pilot Program and standardized professional training model provides the training airlines look for in pilot applicants. Regional airlines hire more graduates from ATP's Airline Career Pilot Program than from any other single flight school. The Cessna 172 is used for private pilot training and single-engine flight instructor training; however, the majority of training is in the Piper Seminole, a twin-engine aircraft specifically designed as a multi-engine trainer.

ATPs customers are usually professional pilot or flight instructor students. Students may also be airline transport pilot candidates that are currently employed by an airline as a first officer and are looking to upgrade to a captain position. And many students are recent military such as aircraft commanders wishing to transition to commercial airlines.

ATP is a contributor to Riverside Airport and the local community by leasing the facility and ramp space on the Airport as well as, purchasing fuel. Students as well as staff contribute to the local economy. Riverside Airport is advantageous to ATP as it has less congested air space when compared to GA's in the Los Angeles area. Access to nearby Lake Mathews as an easily identifiable landmark and local training area is convenient. Riverside also provides a suitable airport layout with short taxiways and the facility location in between two runways. The additional cross-wind runway provides a useful option. Riverside Airport offers an ideal location to attract students located in the Inland Empire area.

Mr. Omar discussed lighting on the ramp. Commissioner Horvath asked about pilots' responses to power outages. Discussion continued.

**ITEM NO. 8: AIRPORT BUDGET MIDYEAR UPDATE**

Airport Administrative Assistant Nicole Stone updated the Airport Commission with a midyear report of the Fiscal Year 2011/2012 budget of the Riverside Airport. Each year, an Operating and Capital Improvement Budget is prepared for the Airport Department.

Mrs. Stone presented an update on changes to revenue sources for Riverside Airport. A handout was distributed to the Airport Commission. Revenue sources for the current fiscal year were discussed. In addition, Administration and FBO expenses were outlined and discussed. Due to operational costs, the investment of running an FBO is a burden to Airport resources. In contrast, it would be cost effective to have a private entity take over the FBO. Director Ripley added that a Request For Qualifications to run the FBO will be posted on the City of Riverside's website soon. Discussion followed.

**FUTURE AGENDA ITEMS**

**ITEM NO. 9: ADJOURNMENT**

The meeting adjourned at approximately 3:35 p.m.

The next meeting will be April 11, 2012 at 2:30 p.m.

As recorded.