

**MINUTES**  
**RIVERSIDE AIRPORT COMMISSION MEETING**  
**Airport Terminal Building Conference Room**  
**Wednesday, February 13, 2:30 p.m.**

**Members Present** - Commissioners Brown, Combe, Cook, Hantman, Stewart and Yeager

Members Excused - Commissioners Horvath and Quiroz

**CALL TO ORDER**

Chairperson Hantman called the meeting to order at 2:30 p.m.

**ITEM NO. 1: PUBLIC COMMENT**

There were no Public Comments.

**APPROVAL OF MINUTES**

**ITEM NO. 2: MINUTES OF JANUARY 9, 2013**

**A MOTION WAS MADE BY** Commissioner Cook to Accept the Minutes of January 9, 2013. The motion was **SECONDED** by Commissioner Brown. **ALL AYES**, Commissioners Brown, Combe, Cook, Hantman and Stewart.

**DISCUSSION AND ACTION ITEMS**

There were no Discussion and Action Items to report.

Commissioner Yeager arrived at approximately 2:35 p.m.

**COMMITTEE REPORTS**

**ITEM NO. 3: APPOINTMENT OF NOMINATING COMMITTEE**

Chairperson Hantman appointed Commissioners Combe, Stewart and Yeager to the Nominating Committee for 2013 Officers and announced that a report will be given at the March 13, 2013 Airport Commission meeting. Airport Director Ripley informed the Airport Commission that there are 4 exiting members: Brown, Cook, Hantman and Horvath.

The Airport Director thanked Chairman Hantman and Commissioners Brown and Cook for their tenures as Airport Commissioners. The

Boards and Commission Reception honoring exiting commissioners will be held on March 18, 2013, at the Riverside Municipal Auditorium at 5 p.m.

### **CITY COUNCIL ACTIONS**

There were no City Council Actions to report.

### **CONSTRUCTION AND PROJECT UPDATE**

#### **ITEM NO. 4: AIRPORT RULES AND REGULATIONS UPDATE**

Airport Director Ripley asked the Airport Commission to table the Airport Rules and Regulations Update report to the next commission meeting.

The Airport Commission was updated on current construction at Riverside Airport. The ramp improvement project has begun. In October, 2012, Vance Corporation was awarded the contract to reconstruct approximately 113,000 square feet of apron. The Vance crew has begun to remove the old asphalt, and after grading the subgrade, they will lay new asphalt. It is anticipated the project will be completed in March. There is no fiscal impact to the Airport or City of Riverside, as the infrastructure improvement project is funded by federal and state grants.

### **MISCELLANEOUS ANNOUNCEMENTS**

#### **ITEM NO. 5: PROPOSED DECOMMISSIONING OF THE MALSR SYSTEM**

A Notice from the Federal Aviation Administration of Proposed Decommissioning of the MALSR (Medium Intensity Approach Lighting System with Runway Alignment Indicator) was discussed. Airport Director Ripley stated he has never known the MALSRs at Riverside Airport to have ever worked properly during the time of his tenure. Riverside Airport does not meet the standards of a Part 139 and is not required to have MALSR. Discussion followed.

### **ON GOING ISSUES**

#### **ITEM NO. 6: FBO UPDATE**

Chad Davies of Riverside Air Service updated the Airport Commission on the FBO. The shade hangar was recently moved to

accommodate customers. Mr. Davies explained that it was an appropriate time to move the shade hangar, because access on the ramp would be limited once the apron restoration project began. Mr. Davies reported that an above-ground Jet-A fuel tank was recently purchased, as required in the lease. Mr. Davies then updated the Airport Commission on his plans to renovate the FBO building. Mr. Davies presented an illustration of the building elevation, representing his design concept. Discussion followed.

Commissioner Yeager asked if the Riverside Airport had ever considered using federal surplus for needed equipment. If the Airport is eligible, it could be a benefit worth considering, as the opportunity would be cost-effective. Director Ripley responded that federal surplus was used at airports he had managed in the past, and found that it can be an effective option.

Referencing the air traffic report, Director Ripley noted that the January traffic count indicates a continuing increase of activity at Riverside Airport.

Commissioner Brown asked when the CalBaptist University's aviation program is scheduled to begin. Director Ripley stated CBU's Department of Aviation Sciences is expected to begin the undergraduate programs in the fall.

#### **FUTURE AGENDA ITEMS**

Airport Rules and Regulations Update

A report by the Nominating Committee

Election of 2013 Officers

2013 Airshow Update

#### **ITEM NO. 6: ADJOURNMENT**

The next meeting will be March 13, 2013 at 2:30 p.m.

The meeting adjourned at approximately 3:05 p.m.

As recorded.