



Airport Commission

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS **DATE: DECEMBER 14, 2016**

FROM: GENERAL SERVICES DEPARTMENT

SUBJECT: AIRPORT MANAGER'S MONTHLY OPERATION AND ACTIVITY REPORT

ISSUE:

Receive a monthly report from the Airport Manager on Riverside Municipal Airport operations and activity.

RECOMMENDATION:

That the Airport Commission receive this report on Riverside Municipal Airport operations and activity.

BACKGROUND:

The Manager's Update is provided to inform the Airport Commission (Commission) about operations, City Council actions, events, meetings and other issues impacting the Riverside Municipal Airport (Airport).

City Council Actions:

On September 13, 2016, City Council approved a 10 year lease extension through December 6, 2036 for Port-A-Port Hangar Leasing. The Agreement included requirements for Port-A-Port to paint the hangars and increased rent in the first year by 2% from a current monthly payment of \$8,542.49 to a monthly payment of \$8,713.34 (an increase of \$170.85 per month or a minimum of \$20,502 additional revenue over the extended 10 year term).

Other Issues/Events:

None

Airport Planning:

On September 21, 2016, the Airport Commission participated in a strategic planning workshop during a special Commission meeting. Attached is the press release on the session which was distributed to industry trade publications and various newswires resulting in nearly 3,000 views

across the world in the first five days of release.

Future Activities:

- Order replacement aircraft movement area signage to increase visibility of the signs and increase safety.
- Begin preliminary planning for upgrading the markings and lighting for the City's helipad located on the City Hall roof.
- Order replacement lighting fixtures for selected hangar rows to increase lighting and reduce electrical costs.
- Select a contractor to make repairs to the Airport Terminal observation deck.
- The Riverside Municipal Airport 25th Annual Airshow is scheduled for April 1, 2017. The Federal Aviation Administration has granted approval for the airshow and invitations for civilian and military aircraft have been sent. At the Commission's request, the Memorandum of Understanding between City and the Airshow Committee is attached.

FY 2015/16 Statistics (unaudited):

	FY 2016 – 2017 Budget	Jul – Aug Actual	% of Budget
Expenditures – Planned	\$1,268,304	\$322,699	25%
Revenue – Projected	\$1,397,200	\$510,345	36%
Fuel Flowage Fee	\$20,000	\$6,398	32%
Transient Parking Fee	\$2,419	\$140	N/A
	AIRCRAFT OPERATIONS		
	October 2015	October 2016	Variance
	93,941	88,569	(5%)

Six Month Look Ahead:

The table below identifies anticipated issues for future Commission meetings.

Item	60 days	90 days	120 days
On-Call Engineering Consultant Selection	X		
Hangar Paint RFP	X		
Hangar Paint Project		X	
Apron/Runway Rehab Design	X		

FISCAL IMPACT:

There is no fiscal impact associated with receiving this monthly activity report.

Prepared by: Kim Ellis, Airport Manager
Approved by: Carl Carey, General Services Director
Approved by: Marianna Marysheva, Assistant City Manager

Attachments:

1. Strategic Planning Workshop Press Release
2. Airshow Committee Memorandum of Understanding