



City of Arts & Innovation

Airport Commission

TO: HONORABLE COMMISSIONERS

DATE: SEPTEMBER 13, 2017

FROM: GENERAL SERVICES DEPARTMENT

SUBJECT: AIRPORT MANAGER'S OPERATION AND ACTIVITY REPORT

ISSUE:

Receive a 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.

DISCUSSION:

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).

Operations:

Aircraft Operations (takeoffs and landings)			
Year over Year	Jan – Jul 2016	Jan – Jul 2017	Variance
	60,493	59,207	(2%)
Monthly	July 2016	July 2017	
	8,525	8,309	(3%)

Financials:

	FY 2016/17 BUDGET	FY 2016/17 ACTUAL	VARIANCE (BUDGET TO ACTUAL)	
Expenditures	\$1,278,870	\$1,241,338	\$ (30,865)	97%
Revenue	\$1,508,345	\$1,800,276	\$ 291,931	119%
Fuel Flowage Fees*	\$20,000	\$21,778	\$ 1,778	89%

At the request of the Commission, a representative from the City Finance Department has been invited to attend a future Airport Commission meeting to provide an overview of City Finances, and a briefing on the financial status of the Airport.

City Council and Committee Actions:

- On July 25, 2017, City Council approved a Construction Agreement with Maxwell Asphalt, Inc. in the amount of \$840,493.75 to rehabilitate Runway 09/27, and approximately 600,000 square feet of aircraft parking apron adjacent to the terminal building. This project is eligible for Federal and State grant reimbursement (90% and 4.5%, respectively). The project is anticipated to begin the end of September 2017.
- On August 3, 2017, staff provided an Airshow update to the Government Affairs Committee with recommendations to improve operations and attendance. The Airshow Committee will report back the Government Affairs Committee in January 2018 with their comments on the City's recommendations.
- The Annual Airport Commission Update to City Council is tentatively scheduled for October 24, 2017.

Other Activities and Events:

- Marketing: Staff has placed a monthly advertisement in *Inland Empire Magazine* for a 12 month period. Circulation is approximately 40,000+ and is placed in nearly every hotel room in the Inland Empire. Distribution also reaches into Orange County, and the Airport will provide copies for placement on corporate aircraft that visit the Airport.
- Strategy: Staff is developing a Request for Proposals to retain a firm to prepare medium and long term Airport strategies to identify core capabilities and opportunities and maximize the Airport's competitive position in the Region.
- Tenant Updates: Staff is in negotiations with a prospective tenant to occupy the former 10,000 square foot Federal Aviation Administration (FAA) building and associated aircraft parking area currently leased by Riverside Public Utilities for storage.

- Hangar Inspections: Staff has recently implemented a hangar inspection program to ensure compliance with new Federal regulations (primarily to confirm the hangar's primary use is for the storage of aircraft).
- Events: Staff is continuing its efforts to engage the pilot community as well as local residents and businesses. Upcoming events include:
 - Trunk or Treat – Friday, October 27, 2017
 - Pilot Fly-In Pancake Breakfast – Saturday, November 4, 2017
 - A proposed STEM Fair – Fall 2017 (date TBD)

Six Month Look Ahead:

The table below identifies a timeline of upcoming items.

<i>Item</i>	<i>60 days</i>	<i>90 days</i>	<i>120 days</i>
Begin Asphalt Rehab for Runway/Apron	X		
Hangar Paint Project		X	
Westside Development RFP			X
RFP/Q for Airport Strategy		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