



City of Arts & Innovation

# Airport Commission

**TO: HONORABLE COMMISSIONERS**

**DATE: JUNE 13, 2018**

**FROM: GENERAL SERVICES DEPARTMENT**

**SUBJECT: AIRPORT MANAGER'S OPERATION AND ACTIVITY REPORT**

**ISSUE:**

Receive a report on the Riverside Municipal Airport's operations and activity for the period of April to May 2018.

**RECOMMENDATION:**

That the Airport Commission receive this Riverside Municipal Airport operations and activity report for the period of April to May 2018.

**BACKGROUND:**

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

**DISCUSSION:**

This update includes information about Airport operations, financials, activities, events, and investment in infrastructure.

**Key Operational and Financial Statistics**

**Operations:**

Aircraft Operations (takeoffs and landings)			
Year over Year	Jan – Apr 2017	Jan – Apr 2018	Variance
	34,292	37,567	9%
Monthly	April 2017	April 2018	
	9,094	10,634	14%

## Financials:

REPORTING PERIOD: July 1, 2017 – April 30, 2018				
	BUDGET	ACTUAL	VARIANCE (Actual to Budget)	PERCENTAGE (Year to Date)
<b>Expenditures</b>	\$ 1,360,503	\$ 1,205,710	\$ (154,793)	89%
<b>Revenue</b>	\$ 1,343,000	\$ 1,279,314	\$ (63,686)	95%

NOTE: Expenditures/Revenue as of May 8, 2018.

## Events and Public Education

### Recent and Upcoming City Council and Committee Actions:

1. On May 15, 2018, City Council approved a five (5) year Lease Agreement with two five (5) year options to extend with Martini Adamson Partnership, DBA NextGen Flight Academy, for approximately 7,000 square feet of office and hangar space, and authorized the City Manager, or his designee, to execute the Lease Agreement, including making minor and non-substantive changes.
2. On May 15, 2018, City Council approved the Tenth Amendment to Lease Agreement with Van Buren Golf Center, LLC., to increase monthly rent by \$100 from \$1,000 to \$1,100, for estimated annual lease revenue of \$13,200 to the Airport fund for a period of twelve (12) months ending May 31, 2019.
3. On June 18, 2018, City Council will receive a report to approve a Supplemental Professional Consultant Services Agreement with Mead & Hunt, Inc. for \$190,101 for design of the Taxiway J reconstruction/rehabilitation project at Riverside Municipal Airport, and approve an increase to the Mead & Hunt, Inc. Master Professional Consultant Services Agreement from \$250,000 to \$450,000.

### Recent and Upcoming Activities and Events:

The following is a summary of the activities that have taken place during the reporting period of April – May 2018.

1. From April 30 – May 3, the Airport hosted the Wings of Freedom Tour, a collection of unique and historical aircraft from the Collings Foundation. The World War II aircraft travels the United States as a tribute to the flight crews, ground crews and workers who built them, as well as the soldiers, sailors and airmen they protected. Airport visitors had the opportunity to view and tour the historic aircraft.
2. The Airport hosted the Latino Pilot Association (LPA) fly-in meet and greet Aviation Day on Saturday May 12 from 9 a.m. -1 p.m. Industry professionals were on hand to discuss career opportunities in Aviation. Air traffic controllers, mechanics, pilots and

operations/management professionals attended to answer questions and share Aviation career experience.

3. Staff conducted the 2<sup>nd</sup> Annual Career/Tech Expo on Wednesday May 16 from 3-7pm. The event highlighted a wide variety of career opportunities for local high school students and recent graduates to explore career development opportunities. Law enforcement, college/ university and military recruiter's representatives were available as vendors.
4. Upcoming Black Pilots of America/California Red Tails Open House on Saturday June 23 from 10-2pm. The one-day session is designed to highlight African Americans in the aviation community.

### Airport Investment

Staff recognizes the critical need to preserve the Airport as an asset with infrastructure improvements, maintenance and reinvestment. The following summarizes investment activity.

1. Staff will be submitting a federal grant application for the design phase of the reconstruction of Taxiway J that provides access to the Airport's north/south runway. Construction will take place in Fall 2019. Total estimated project cost for reconstruction and design of Taxiway J is \$1,665,000 with a federal grant contribution of \$1,498,500.
2. Staff is currently developing the specifications to issue a Request for Bids for the rehabilitation of the aircraft apron parking at the east end (Upper Port-A-Port) of the Airport.

### **FISCAL IMPACT:**

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

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