



City of Arts & Innovation

Airport Commission

TO: HONORABLE COMMISSIONERS

DATE: OCTOBER 10, 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.

RECOMMENDATION:

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

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 – Aug 2017 | Jan – Aug 2018 | Year to Date |
| | 68,773 | 77,369 | 11% |
| Monthly | August 2017 | August 2018 | |
| | 8,166 | 8,537 | 4% |

Financials:

| REPORTING PERIOD: July 1, 2018 – August 31, 2018 | | | | | |
|--|-------------|---------------|--------------|-------------------------|-----|
| | BUDGET | EXPENDED | YEAR TO DATE | PROGRAMMED YEAR TO DATE | |
| Expenditures | \$1,405,724 | \$ 161,101.21 | 11% | \$234,287 | 16% |
| | BUDGET | RECEIVED | YEAR TO DATE | | |
| Revenue | \$1,343,000 | \$ 272,511.20 | 20% | \$223,833 | 17% |

NOTE: Expenditures/Revenue for FY18/19 are unaudited.

Recent and Upcoming City Council and Committee Actions:

1. No Council action took place during the reporting period.

Other activities and events

1. On September 22, 2018, the Airport hosted a “Mini-Maker’s Fair,” highlighting numerous science and technology fields. The event was well received, with over 700 local residents in attendance.

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 at the Airport:

1. Staff is preparing a Request for Proposals (RFP) for the rehabilitation of the Terminal patio deck, with award anticipated in December, 2018.
2. Staff is preparing an RFP for the rehabilitation of the aircraft parking ramp on the east end of the Airport, with award anticipated in January, 2019.
3. RFP No. 1867 for the upgrade of the Airport’s closed circuit television system was withdrawn due to an error discovered in the bid documents. RFP No. 1867 has been reissued, with award anticipated in October, 2018.

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: Rafael Guzman, Assistant City Manager