



City of Arts & Innovation

Airport Commission

TO: HONORABLE COMMISSIONERS

DATE: January 9, 2019

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 October – December 2018.

RECOMMENDATION:

That the Airport Commission receive this Riverside Municipal Airport operations and activity report for the period of October – December 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 – Nov 2017	Jan – Nov 2018	Year to Date
	95,756	101,585	6%
Monthly	November 2017	November 2018	
	9,707	7,275	(25%)

Financials:

REPORTING PERIOD: July 1, 2018 – November 30, 2018					
	BUDGET	EXPENDED	YEAR TO DATE	PROGRAMMED YEAR TO DATE	
Expenditures	\$1,405,724	\$519,586.72	37%	\$585,718	42%
	BUDGET	RECEIVED	YEAR TO DATE		
Revenue	\$1,343,000	\$689,696.37	51%	\$559,583	42%

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

Recent and Upcoming City Council and Committee Actions:

1. On December 11, 2018, City Council approved a lease agreement with PPH Logistics to rent the property at 6711 Doolittle Street. The property will be developed into a parking lot. The action will eliminate the issue of homeless individuals entering the property and house located on the parcel.
2. On January 8, 2019, City Council will consider the Assignment and Assumption of the lease agreement for D&D Café. The terms and conditions will remain unchanged, with approximately three (3) years remaining on the first five (5) years option, with an additional five (5) years option available for the new owner.
3. On January 8, 2019, City Council will consider the Airport's request to update lease rates for land and buildings. The Airport is seeking to increase rates by approximately 10% for new tenants.

Other activities and events

1. No activities took place during the reporting period.

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. A contractor was secured through Bid No. 7618 to reconstruct the Terminal patio deck. A contract agreement is being developed with construction anticipated to begin in February 2019.
2. A contractor was secured through Request for Proposals No. 1867 to upgrade the Airport's Closed Circuit Television (CCTV) system. A contract agreement is being developed with construction anticipated to begin in February 2019

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:	Moises Lopez, Deputy City Manager