



Airport Commission

City of Arts & Innovation

TO: AIRPORT COMMISSIONERS **DATE: AUGUST 8, 2024**

FROM: GENERAL SERVICES DEPARTMENT **WARD: 3**

SUBJECT: AIRPORT MANAGER’S OPERATIONS AND ACTIVITY REPORT

ISSUE:

Receive the August 2024 Airport Manager’s Operations and Activity Report, which includes January-June 2024 aircraft operations data, July 2023-June 2024 financial data, and review of airport highlights and events.

RECOMMENDATIONS:

That the Airport Commission receive this August 2024 Airport Manager’s Operations and Activity Report.

BACKGROUND:

The Airport Manager’s Operation and Activity Report 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, and a proposal to rename the Airport.

Key Operational and Financial Statistics

Aircraft Operations:

Aircraft Operations (Takeoffs and Landings)			
Prior Year Quarter Versus Current Year Quarter	Jan-June 2023	Jan-June 2024	Year to Date
	64,448	75,065	+16.5%
Prior Year Month Versus Current Year Month	June 2023	June 2024	
	11,665	13,118	+12.5%

NOTE: FAA air traffic statistics are reported on a calendar year basis

The first six months of 2024 were 16.5% more active with aircraft operational activity than the same period in 2023. There was also a double-digit percentage increase (12.5%) in June 2024, as compared to June 2023. As air traffic control tower staffing increases (currently with four controllers), this increased operational activity can be accommodated.

Financials:

Airport Financials					
July 01, 2023 – June 30, 2024					
	OPERATING BUDGET		ACTUAL	% TO GOAL	Projection Through End of FY
Expenditures ⁽¹⁾	\$ 1,884,046.09	\$	2,010,995.35	106.7% ³	\$2,010,995.35
Revenues ⁽²⁾	\$ 1,741,317.00	\$	2,054,882.44	118.0%	\$2,054,882.44
⁽¹⁾ Includes adjustments and encumbrances ⁽²⁾ Preliminary figures as of 7/1/24 ⁽³⁾ 100.0% complete with FY					

Although operating expenditures were 6.7% over budget at the end of the fiscal year, operating revenues were almost three times that variance, at 18% over budget. Expenditures exceeded budget largely due to higher than anticipated costs for Insurance and Motor Pool Equipment Rental, which covers Airport vehicles usage and replacement costs. On the revenues side, increases include revenue share collected from the Van Buren Golf Course and the Fuel Flowage Fee increase from \$.05 to \$.10 per gallon. In addition, Finance implemented an option for tenants to pay their invoices online, which has resulted in better collection.

As we begin a new FY, operating expenditures will be managed to ensure that actual expenditures closely match budgeted amounts. Airport staff will continue to aggressively pursue increased operating revenues, to include development of new land leases, supporting the continued growth of the airport café, and implementation of an advertising program.

Highlights

Federal Aviation Administration Flight Standards District Office Move In

The renovation of the building that houses the Federal Aviation Administration (FAA) Flight Standards District Office (FSDO) is complete. With a new roof, parapet wall, stucco, paint, and landscaping, the facility is now water-tight and adds a much-enhanced aesthetic value to the airport. FAA FSDO staff have moved back into the facility.

Anti-Human Trafficking Campaign

To ensure our airport is on the leading edge of safety and security, including ensuring the welfare of persons visiting our airport, the Airport has installed posters in all restrooms that highlight the National Human Trafficking Hotline. The Airport is proud to partner with the U.S.

Department of Transportation to combat human trafficking by empowering airport employees and the traveling public to recognize and report possible instances of human trafficking.

New Airport Café Entrance

To accommodate construction activity for the upcoming airport terminal restroom renovation project, and an expanded kitchen at the Riverside Airport Café, the Café entrance has been relocated temporarily to the airport terminal lobby doors. Sufficient signage is in place to direct patrons to the new entrance.

Recent City Council and Committee Actions:

- None.

Upcoming City Council and Committee Actions:

- Terminal Restroom Renovation Agreement – City Council
- Airport Renaming - Mobility & Infrastructure Committee

STRATEGIC PLAN ALIGNMENT:

The **AIRPORT MANAGER’S OPERATION AND ACTIVITY REPORT** contributes to Strategic Priority No. 5 *High Performing Government* and Goal No. 5.3 – Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making.

This item aligns with EACH of the five Cross-Cutting Threads as follows:

1. **Community Trust** - The Airport fosters community trust by regularly reviewing federal guidelines and regulations to ensure operational safety.
2. **Equity** – The Riverside Municipal Airport ensures equitable access to Airport resources.
3. **Fiscal Responsibility** – This Report provides information describing the financial status of the Airport as a snapshot in time and compares that picture with past performance.
4. **Innovation** – This Report provides a timely account of activities undertaken to ensure the Airport is well-situated for future growth.
5. **Sustainability and Resiliency** – This Report provides information to the community on the Airport’s investment in safeguarding Airport resources and assets.

FISCAL IMPACT:

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

Prepared by: Daniel Prather, Airport Manager

Approved by: Carl Carey, General Services Director
Approved by: Edward Enriquez, Assistant City Manager/Chief Financial
Officer/Treasurer

Attachment: Presentation