



City of Arts & Innovation

Airport Commission

TO: AIRPORT COMMISSIONERS **DATE: OCTOBER 13, 2022**

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

SUBJECT: AIRPORT MANAGER'S OPERATION AND ACTIVITY REPORT

ISSUE:

Receive a report on the Riverside Municipal Airport's operations and activities for the period of July 2022 to August 2022.

RECOMMENDATIONS:

That the Airport Commission receive this report on Riverside Municipal Airport operations and activities for the period of July 2022 to August 2022.

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, activities, events, and investment in infrastructure.

Key Operational and Financial Statistics

Aircraft Operations:

Aircraft Operations (Takeoffs and Landings)			
Year over Year	Jan – Aug 2021	Jan – Aug 2022	Year to Date
	78,263	84,576	8%
Monthly	Aug 2021	Aug 2022	
	10,405	12,562	21%

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

Financials:

REPORTING PERIOD: July 1, 2022 – August 31, 2022					
	BUDGET	EXPENDED	YEAR TO DATE	PROGRAMMED YEAR TO DATE	
Expenditures	\$2,078,320	\$152,036	7.3%	\$346,387	16.6%
	BUDGET	RECEIVED	YEAR TO DATE		
Revenue	\$1,928,106	\$277,346	14.3%	\$321,351	16.6%

NOTE: Expenditures/Revenue for FY 2022/23 are unaudited.

Recent City Council and Committee Actions:

On August 16, 2022, City Council approved a Supplemental Appropriation in the amount of \$70,000 from the Airport Fund to purchase an emergency generator. This equipment is part of a Federal Grant to provide emergency power to the runway and taxiway lighting systems in the event of a power interruption. The Federal Grant will provide funding for all support equipment and installation necessary to bring the generator on-line. Lead time for delivery of the generator is up to 42 weeks due to manufacturer delays.

On September 20, 2022, City Council approved a 12th Amendment to the Lease Agreement with Van Buren Golf Center, LLC. This Amendment increases monthly rent by \$200 each year over the 5 (five) year term of the Agreement and provides a profit-sharing provision to the Airport to receive 25% of the first \$50,000 of net income.

Upcoming City Council and Committee Actions:

On October 13, 2022, the City Council Standing Committee for Mobility and Infrastructure is anticipated to recommend Council approve an update to the Riverside Municipal Code Title 12 – Airport Rules and Regulations.

Other activities and events

Members of the General Services Department interviewed and selected a new Airport Manager to replace the current manager following his retirement from City service. Dr. Daniel Prather is the successful candidate and brings a wealth of knowledge and experience to the Airport.

On September 8, 2022, the California Department of Transportation, Division of Aeronautics conducted its annual inspection of the Airport. The purpose of the inspection is to ensure the Airport is maintained in a safe manner and conforms to Federal Aviation Administration (FAA) rules and regulations. The inspection determined the Airport is in full compliance with federal and state guidelines.

On September 8, 2022, the FAA conducted an inspection of the historical records related to Airport property acquisition, leases, transfers, sales, and easements. The FAA is mandated by federal regulation to conduct random inspections of general aviation airports to ensure

compliance with federal regulations related to land use. The results of the inspection determined Riverside Municipal Airport is in compliance with FAA regulations.

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** - 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** – The **Airport Manager's 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: Kim Ellis, Airport Manager
Approved by: Kris Martinez, Assistant City Manager

Attachment: Presentation