



# Airport Commission

City of Arts & Innovation

**TO: AIRPORT COMMISSIONERS** **DATE: MARCH 9, 2023**

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

**SUBJECT: AIRPORT MANAGER’S OPERATIONS AND ACTIVITY REPORT**

**ISSUE:**

Receive the March 2023 Airport Manager’s Operations and Activity Report, which includes January 2023 aircraft operations data, July 2022-January 2023 financial data, review of airport highlights, tenant survey results, and events.

**RECOMMENDATIONS:**

That the Airport Commission receive this March 2023 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, review of airport highlights, airport initiatives, tenant survey results, and events.

**Key Operational and Financial Statistics**

**Aircraft Operations:**

<b>Aircraft Operations (Takeoffs and Landings)</b>			
<b>Year over Year</b>	<b>January 2022</b>	<b>January 2023</b>	<b>Year to Date</b>
	8,910	8,863	-0.5%
<b>Monthly</b>	<b>January 2022</b>	<b>January 2023</b>	
	8,910	8,863	-0.5%

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

**Financials:**

<b>REPORTING PERIOD: July 1, 2022 – January 2023</b>					
	<b>BUDGET</b>	<b>EXPENDED</b>	<b>YEAR TO DATE</b>	<b>PROGRAMMED YEAR TO DATE</b>	
<b>Expenditures</b>	\$2,078,320	\$1,091,100	52%	\$1,212,353	58%
	<b>BUDGET</b>	<b>RECEIVED</b>	<b>YEAR TO DATE</b>		
<b>Revenue</b>	\$1,928,106	\$1,171,921	61%	\$1,124,728	58%

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

**Highlights**

*2023 Airport Tenant Survey.* During January and February 2023, airport tenants were surveyed regarding their level of satisfaction with prices, services, facilities, commercial operators, and airport administration. Overall, responses were positive, with an overall satisfaction rate of 4.02 on a 5-point scale.

*Energy Audit.* Riverside Public Utilities visited the Airport the week of February 6 to conduct an energy audit. This audit examined the main terminal building, the Café, and the FAA Flight Standards District Office building. Results are pending.

*Hangar Inspections.* To ensure compliance with FAA’s Hangar Use Policy, the Airport has begun random inspection of aircraft hangars. Tenants have been notified and if selected, will be provided at least 48 hours’ notice prior to inspection.

*California Baptist University (CBU) Architecture Design Results.* CBU Architecture and Interior Design students have developed interior design ideas for the Airport terminal as part of a class requirement. The Airport intends to evaluate these concepts and potentially incorporate aspects of these concepts into a project scope for interior renovation of the Airport terminal.

*CalTrans Aeronautics 10-year CIP Submittal.* The Airport has submitted an aggressive ten-year Capital Improvement Plan to Cal Trans Aeronautics for future consideration of 5% project cost funding. The 10-year plan has a total cost of \$43M.

**Events**

*Vaccine Clinic.* A free vaccine clinic was hosted by Riverside University Health System (RUHS) in the Airport Terminal, 11am-4pm, Tuesday, February 28, 2023. This event was open to the public.

*AAAE Symposium.* Airport Manager Attendance at the American Association of Airport Executives (AAAE) Airport Planning, Design, and Construction Symposium in Anaheim, CA, March 1-2, 2023.

*Heli Expo.* Airport Manager Attendance at the Helicopter Association International (HAI) Heli Expo Convention in Atlanta, GA, March 6-8, 2023.

Quarterly tenant meeting. Scheduled in the Airport Terminal, 6pm, April 20, 2023.

**Recent City Council and Committee Actions:**

None.

**Upcoming City Council and Committee Actions:**

Lease Amendment with Riverside Air Service (RAS) Jetport to extend Design Phase for Gemende Hangar Development.

**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  
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Attachment: Presentation