



City of Arts & Innovation

Airport Commission

TO: AIRPORT COMMISSIONERS **DATE: JANUARY 12, 2023**

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

SUBJECT: AIRPORT MANAGER'S OPERATIONS AND ACTIVITY REPORT

ISSUE:

Receive the January 2023 Airport Manager's Operations and Activity Report, which includes January-November 2022 aircraft operations data, July-November 2023 financial data, review of recent airport improvements, name change proposal, upcoming initiatives, hangar use policy, hangar availability process, and planned events.

RECOMMENDATIONS:

That the Airport Commission receive this January 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, improvements, name change proposal, upcoming initiatives, hangar use policy, and hangar availability process.

Key Operational and Financial Statistics

Aircraft Operations:

Aircraft Operations (Takeoffs and Landings)			
Year over Year	Jan – Nov 2021	Jan – Nov 2022	Year to Date
	107,031	116,887	+9%
Monthly	Nov 2021	Nov 2022	
	9,353	11,203	+20%

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

Financials:

REPORTING PERIOD: July 1, 2022 – November 30, 2022					
	BUDGET	EXPENDED	YEAR TO DATE	PROGRAMMED YEAR TO DATE	
Expenditures	\$2,078,320	\$624,258	30%	\$865,967	42%
	BUDGET	RECEIVED	YEAR TO DATE		
Revenue	\$1,928,106	\$806,995	42%	\$803,377	42%

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

Recent Improvements

Runway 27 Run-Up Area. At the request of the Control Tower, the Airport developed a dedicated aircraft run-up area. The run-up area includes five spots near the Runway 27 approach end for pilots of piston-engine aircraft to perform a final engine check. During the process, pilots bring the engine up to operating power prior to takeoff. The introduction of the dedicated aircraft run-up area has assisted in relieving aircraft congestion near the approach end of Runway 27 and has been well-received by air traffic controllers and pilots alike.

Runway 27 Drainage Area. The asphalt drainage area adjacent to taxiway “A” has been inadvertently used by aircraft as a run-up area. To prevent the use of this area, which is not intended to be used by aircraft and lies outside the taxiway, green paint was applied and blue solar LED (light emitting diode) taxiway edge lights were installed across the entrance.

Solar Light Emitting Diode (LED) Taxiway Edge Lights. To provide additional edge lighting along the taxilane at the edge of the ramp, blue solar LED taxiway edge lights have been installed. Installation will continue in phases, with an estimated project completion date of April 1, 2023.

Segmented Circle Repainting. The white segmented circle near the control tower was repainted to provide better visibility to pilots in the air.

Terminal Holiday Decorations. In preparation for the holidays, the interior terminal was decorated.

EV (Electric Vehicle) Spots Painting. An additional EV Parking sign and was posted and two dedicated EV parking spots were painted green.

Upcoming Initiatives

Airport Terminal Redesign. The Airport is working with the CBU College of Architecture, Visual Arts, and Design to provide students the opportunity to re-envision the interior airport terminal with designs for airport staff to consider in updating the terminal, pending availability of funds.

Airport Internship Program. An unpaid airport internship program has been created to provide selected interns with real-world airport experience, either in administration or operations/maintenance.

Planned Events

Quarterly tenant meeting. Scheduled in the Airport Terminal at 6pm, January 26, 2023.

Bulk Item Dropoff. Terminal Building Parking Lot, April 15, 2023.

New Policies

Hangar Use Policy. To ensure compliance with FAA standards, a new hangar use policy is being developed in consultation with the City Attorney's office. This policy will define expectations for hangar tenants.

Hangar Availability Process. To provide clear steps to leasing a hangar, a hangar availability process is in development. The policy will better delineate the hangar availability and leasing process.

Recent City Council and Committee Actions:

On December 13, 2022, the City Council approved Title 12 Rules and Regulations Revision.

Upcoming City Council and Committee Actions:

There are no anticipated City Council items.

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: Kris Martinez, Assistant City Manager

Attachment: Presentation