



Airport Commission

City of Arts & Innovation

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

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

SUBJECT: AIRPORT MANAGER’S OPERATIONS AND ACTIVITY REPORT

ISSUE:

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

RECOMMENDATIONS:

That the Airport Commission receive this October 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:

Aircraft Operations (Takeoffs and Landings)			
Year over Year	Jan-Sept 2022	Jan-Sept 2023	Year to Date
	94,134	97,871	+3.97%
Monthly	Sept 2022	Sept 2023	
	11,067	10,827	-2.16%

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

Although year over year aircraft activity continues to increase, there was a month over month decrease. August 2023 was characterized by weather extremes (extreme heat and Tropical Storm Hilary), resulting in slightly less aircraft operations during this month. As cooler weather arrives and flight schools increase activity (e.g., CBU back in session), it is anticipated that aircraft operations will increase significantly.

Financials:

Airport Financials				
July 01, 2023 – September 30, 2023				
	OPERATING BUDGET		ACTUAL	% TO GOAL
Expenditures ⁽¹⁾	\$	1,898,035.42	\$ 337,875.68	17.8% ³
Revenues ⁽²⁾	\$	1,741,317.00	\$ 511,644.82	29.4%
⁽¹⁾ Includes adjustments and encumbrances ⁽²⁾ Preliminary figures as of 08/02/2023 ³ 16.6% complete with FY				

Two months into the current fiscal year, expenditures are approximately 4% below budget, while revenues are approximately 2% above budget. The airport continues to explore areas in which to increase airport revenues (such as issuing the Westside RFP and increasing fuel flow fees), while also effectively limiting expenditures (such as performing FAA eave demolition and replacement in-house).

Highlights:

Replacement mower - Due to warranty-covered damage to the flail mower, the manufacturer sent a replacement unit, which was recently installed.

Flight Standards District Office (FSDO) Building Improvements - The FSDO Building has been vacated (with temporary office space provided to FAA employees in the main terminal building) to address numerous issues, including deteriorating eaves and roof replacement.

Replace City Hall Helipad Windsock - The FAA-required windsock for the city hall rooftop helipad was replaced.

Airfield Emergency Generator Arrival - The new FAA-funded airfield emergency generator, which had been backordered, was delivered. Once the backordered switch is delivered, the installation of this emergency generator for the airfield lighting circuit will be installed.

NEW FAA FSDO Signs - New “No Trespassing” signs were installed for the FAA parking area.

Rotating Beacon - The rotating beacon, which requires regular maintenance, was greased and inspected to ensure continued operation.

Events:

Planes-N-Treats - Hosted by the Riverside Airport Café, this event is scheduled for October 12, 4pm-10pm. Classic cars and aircraft will be on display with plenty of candy!

National Business Aviation Association (NBAA) Convention & Exposition - The Airport Manager will attend this event in Las Vegas to network professionally, stay up-to-date on industry trends and best practices, and continue to market the airport to corporate operators and the eVTOL community.

Bulky Item Drop-Off Event October 21, 2023 - City Public Works will be holding this free event in the main airport parking lot.

Oktoberfest October 21, 2023 - Hosted by the Commemorative Air Force Inland Empire Wing, this event will include authentic German Oktoberfest games and food.

Quarterly tenant meeting. The next quarterly tenant meeting will be held October 26, 2023 at 6pm in the main terminal.

Recent City Council and Committee Actions:

None

Upcoming City Council and Committee Actions:

- Proposal to increase Airport Fuel Flowage Fee rates.
- Proposal to consider application for a CalTrans Airport Loan in the amount of \$2M.
- Proposal to revise Title 12 Airport Rules and 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** – 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

Attachment: Presentation