



Airport Commission

City of Arts & Innovation

TO: AIRPORT COMMISSIONERS **DATE: FEBRUARY 13, 2025**

FROM: AIRPORT **WARD: 3**

SUBJECT: AIRPORT MANAGER’S OPERATIONS AND ACTIVITY REPORT

ISSUE:

Receive the February 2025 Airport Manager’s Operations and Activity Report, which includes January-December 2024 aircraft operations data, July 2023-December 2024 financial data, and review of airport highlights and events.

RECOMMENDATIONS:

That the Airport Commission receive this February 2025 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 highlights.

Key Operational and Financial Statistics

Aircraft Operations:

Aircraft Operations			
Prior Year to Date Versus Current Year To Date	Jan-Dec 2023	Jan-Dec 2024	Year to Date
	130,483	144,092	+10.4%
Prior Year Month Versus Current Year Month	December 2023	December 2024	
	9,594	9,681	+1.0%

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

Although prior year month compared to current year month was essentially flat, aircraft operational counts for the entire year of 2024 set a new annual record, at 144,092. This represents an increase of 10.4% over 2023.

Additionally, Riverside Airport ranked number 1 in aircraft operations out of all airports in California with Federal Contract Towers. (FAA FY 2023-2024). The Airport ranked number 116 in aircraft operations out of 526 towered airports nationwide (FAA FY 2023-2024).

Financials:

Airport Financials					
July 01, 2024 – December 31, 2024					
	OPERATING BUDGET		ACTUAL	% TO GOAL	Projection Through End of FY
Expenditures ⁽¹⁾	\$ 2,032,540.58	\$	909,681.87	44.8% ³	\$2,000,540.58
Revenues ⁽²⁾	\$ 1,971,935.00	\$	1,020,168.81	51.7%	\$2,005,457.90
⁽¹⁾ Includes adjustments and encumbrances ⁽²⁾ Preliminary figures as of 1/8/25 ⁽³⁾ 50.0% complete with FY					

Six months into the new Fiscal Year, we are exactly 50.0% through the budget year. Revenues are tracking slightly higher than budgeted, while expenditures are more than 5% below budget. Airport staff continue to strive for 100% occupancy of hangars and office space, while efforts remain underway to generate additional revenues. Expenditures are lower than budgeted due to a focus on minimizing reliance on outside contractors to perform projects that can be accomplished in-house with airport staff.

Highlights

Commemorative Air Force

During November and December, the Commemorative Air Force flew a total of 26 Christmas lights flights in the D-Day Doll over Riverside and Corona. A total 416 passengers were transported with zero safety issues.

RFP Updates

Master Plan RFP. Posted Nov 7, 2024. Bid closed Dec 19, 2024.

- One bid received. Background checks being conducted by Purchasing prior to evaluation committee.

Rates & Charges RFP. Posted Nov 6, 2024. Bid closed Dec 19, 2024.

- No Bids received. Considering revising scope reissuing.

Terminal Exterior Painting RFP. Posted Dec 18, 2024. Bids close Feb 11, 2025.

- Bidding Open.

Marquee Sign RFP

- Posted in January 2025.

Roofing RFP

- To post in first quarter 2025.

Recent City Council and Committee Actions:

- Taxiway A Agreement
- CBU Through the Fence Agreement
- Restroom Change Order Authority
- Tim Cash Hangar Agreement

Upcoming City Council and Committee Actions

- None anticipated.

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 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: Rafael Guzman, Assistant City Manager

Attachment: Presentation

