



City of Arts & Innovation

Airport Commission

TO: AIRPORT COMMISSIONERS **DATE: JUNE 8, 2023**
FROM: GENERAL SERVICES DEPARTMENT **WARD: 3**
SUBJECT: AIRPORT MANAGER'S OPERATIONS AND ACTIVITY REPORT

ISSUE:

Receive the June 2023 Airport Manager's Operations and Activity Report, which includes January-April 2023 aircraft operations data, July 2022-April 2023 financial data, and review of airport highlights and events.

RECOMMENDATIONS:

That the Airport Commission receive this June 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-Apr 2022	Jan-Apr 2023	Year to Date
	39,970	40,926	+2.4%
Monthly	April 2022	April 2023	
	11,322	11,565	+2.1

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

Financials:

Airport Financials July 01, 2022 – April 30, 2023				
	BUDGET		ACTUAL	% TO GOAL
Expenditures ⁽¹⁾	\$	2,479,377.04	\$ 1,990,403.03	80.28%
Revenues ⁽²⁾	\$	1,690,599.00	\$ 1,527,539.65	90.35%
⁽¹⁾ Includes adjustments and encumbrances				
⁽²⁾ Preliminary figures as of 05/05/2023				

Ten months through Fiscal Year 2022/23, approximately 83% of revenues and expenditures should be realized. Expenditures are several percentage points below projection, due to cost control measures that continue to yield benefits. Revenues are approximately 7 percentage points higher than projected, as we continue to see increases in Riverside Airport Café revenues, resulting in larger Percentage Revenue Share, 100% occupancy of aircraft hangars, and increased fuel sales resulting in higher fuel flow revenues.

Highlights

Public Safety and Engagement Team (PSET). This multi-department approach is designed to maintain order in public places while also providing homeless individuals with a pathway out of homelessness. In May, the Public Safety and Engagement Team (PSET) moved to the airport to consolidate operations. Their temporary home is an office area at hangar row “L”. This vacant office space is now generating \$2,048.75 monthly rent from PSET. Their permanent home will be the former FAA Flight Service Station building, once renovations are complete.

Custodian. The airport has been conducting interviews for a full-time Custodian to maintain janitorial service in the Terminal building at the Federal Aviation Administration Flight Standards District Office building.

Airport Operations Specialist. The airport will be conducting interviews for a fourth Airport Operations Specialist. This individual will be on a dedicated swing shift, to allow Operations presence during evening Control Tower operations and also maintain presence on the airport in the late evening hours.

Fire Lane. Markings were painted on the ramp adjacent to the Terminal to clearly indicate a Fire Lane access that must be maintained at all times.

Events

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

Recent City Council and Committee Actions:

None

Upcoming City Council and Committee Actions:

None

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