



Airport Commission

City of Arts & Innovation

TO: AIRPORT COMMISSIONERS **DATE: SEPTEMBER 14, 2023**

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

SUBJECT: AIRPORT MANAGER’S OPERATIONS AND ACTIVITY REPORT

ISSUE:

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

RECOMMENDATIONS:

That the Airport Commission receive this September 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-July 2022	Jan-July 2023	Year to Date
	72,014	76,062	+5.6%
Monthly	July 2022	July 2023	
	10,548	11,614	+10.1%

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

Aircraft activity continues to increase at Riverside Municipal Airport. Month over month, we experienced a 10.1% increase in the number of takeoffs and landings. It is anticipated that numbers will continue to increase, especially this Fall, as students at CBU, for instance, return to class and the skies.

Financials:

Airport Financials			
July 01, 2023 – July 31, 2023			
	OPERATING BUDGET	ACTUAL	% TO GOAL
Expenditures ⁽¹⁾	\$ 1,793,490.00	\$ 157,397.12	8.8%
Revenues ⁽²⁾	\$ 1,741,317.00	\$ 147,735.80	8.5%
⁽¹⁾ Includes adjustments and encumbrances ⁽²⁾ Preliminary figures as of 08/02/2023			

For the first month of the current fiscal year, expenditures and revenues were mostly on target with the 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 tree trimming and some concrete work in-house).

Events

Quarterly tenant meeting. Third-quarter meeting held July 27, 2023. It was well-attended, and the City of Riverside Public Safety Engagement Team provided an informative presentation. The next quarterly tenant meeting is scheduled for October 12, 2023, in the Airport Terminal.

Recent City Council and Committee Actions:

None

Upcoming City Council and Committee Actions:

1. Proposal to increase to airport Fuel Flowage Fee.
2. Authorization to apply for CalTrans Airport Loan in the amount of \$4M.
3. Consideration of Title 12 Airport Rules and Regulations revision.

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