



City of Arts & Innovation

Airport Commission

TO: AIRPORT COMMISSIONERS **DATE: FEBRUARY 8, 2024**
FROM: GENERAL SERVICES DEPARTMENT **WARD: 3**
SUBJECT: AIRPORT MANAGER'S OPERATIONS AND ACTIVITY REPORT

ISSUE:

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

RECOMMENDATIONS:

That the Airport Commission receive this February 2024 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-Dec 2022	Jan-Dec 2023	Year to Date
	127,353	130,483	+2.5%
Monthly	Nov 2022	Nov 2023	
	10,466	9,594	-8.3%

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

Year over year aircraft activity continues to increase at Riverside Municipal Airport, increasing 2.5% in 2023 compared to 2022. For the 12 months ending December 2023, the Airport experienced more than 130,000 aircraft operations – an annual record for the Airport. Month over month, aircraft operations are down 8.3%. This decrease is primarily due to several days in December 2023 with low visibility, as well as flight school closures due to the holidays. This was anticipated.

Financials:

Airport Financials July 01, 2023 – November 30, 2023				
	OPERATING BUDGET		ACTUAL	% TO GOAL
Expenditures ⁽¹⁾	\$	1,898,590.42	\$ 878,506.80	46.4% ³
Revenues ⁽²⁾	\$	1,741,317.00	\$ 1,013,624.56	58.2%
⁽¹⁾ Includes adjustments and encumbrances ⁽²⁾ Preliminary figures as of 12/04/23 ⁽³⁾ 50.0% complete with FY				

For the first six months of the current fiscal year, revenues were approximately 8% above budget. This is due to continued efforts to enhance revenues, and the continued profitability of the Riverside Airport Café, resulting in increased revenue share profits. Expenditures were approximately 4% below budget, due to continued efforts to control expenditures and implementing cost saving measures as appropriate, such as the airport terminal LED lighting retrofit and relying less on contracted vendors by performing improvements and repairs in-house.

Highlights

Hangar donation. The owner of a 1,058 square-foot hangar, which was relocated from Rialto Municipal Airport in 2014, has donated his aircraft hangar to the Airport. Once finalized, this hangar will generate \$391.46 monthly revenue for the Airport, plus \$15 monthly for utilities, for a total of \$4,877.51 annually.

Office availability. Airport staff renovated a vacated office, which is now available to lease for \$702 monthly.

New Hire. To provide evening operational coverage at the Airport, an additional Airport Operations Specialist has been hired. This employee began on January 19, 2024.

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
Approved by:	Carl Carey, General Services Director
Approved by:	Edward Enriquez, Assistant City Manager/Chief Financial Officer/Treasurer

Attachment:	Presentation
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