



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MARCH 23, 2021

FROM: GENERAL SERVICES DEPARTMENT WARD: 3

SUBJECT: EMERGENCY EXPENDITURES AND AIRPORT FACILITY MAINTENANCE
NEEDS IN THE AMOUNT OF \$160,000 – SUPPLEMENTAL APPROPRIATION

ISSUES:

Approve a supplemental appropriation from the Riverside Municipal Airport (Airport) Enterprise Fund to meet emergency expenditures and Airport facility maintenance needs in the amount of \$160,000.

RECOMMENDATION:

That the City Council, with at least five affirmative votes, approve a supplemental appropriation in the amount of \$160,000 from the Airport Fund's fund balance to the Airport Professional Services account.

BACKGROUND:

On June 16, 2020, the City Council approved and adopted the City's Fiscal Year (FY) 2020/21 Riverside Municipal Airport Budget. The Riverside Municipal Airport FY 2020/21 budget includes \$132,190 for professional services.

DISCUSSION:

The Riverside Municipal Airport (Airport) expended \$20,000 between July 2020 and February 2021 on emergency plumbing, door and window repairs; \$40,000 on emergency HVAC system replacement/repair; and, \$100,000 in storm roof damages for a total of \$160,000 in unanticipated expenditures.

The requested supplemental appropriation of \$160,000 will allow sufficient funding for the Airport to meet unanticipated facility maintenance and repairs outside of approved Capital Improvement Projects.

Maintenance and repairs associated with the appropriation include:

| AMOUNT | EMERGENCY EXPENDITURE |
|------------------|--------------------------------|
| \$ 4,000 | Elevator Repairs |
| \$ 8,000 | Terminal Door/Window Repairs |
| \$ 8,000 | Plumbing Repairs |
| \$ 40,000 | HVAC System Replacement/Repair |
| \$100,000 | Roof Repairs |
| \$160,000 | TOTAL EXPENDITURES |

FISCAL IMPACT:

The cost of this action is \$160,000. City Charter Article XI Section 1103 requires that affirmative vote of at least five members of the City Council to authorize a supplemental appropriation. Upon City Council approval, funds would be appropriated from the Airport Fund fund balance, currently valued at approximately \$833,000. On March 23, 2021, a separate request for a supplemental appropriation from Airport fund balance will be submitted to Council to appropriate up to \$14,830 from Airport fund balance; if approved, available fund balance at the time of Council's consideration of this report will be valued at approximately \$818,000.

Prepared by: Carl Carey, General Services Director
 Certified as to
 Availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer
 Approved by: Moises Lopez, Deputy City Manager
 Approved as to form: Kristi J. Smith, Chief Assistant City Attorney