



City of Arts & Innovation

Airport Commission

TO: HONORABLE COMMISSIONERS

DATE: JUNE 9, 2022

FROM: GENERAL SERVICES DEPARTMENT

WARD: 3

SUBJECT: AIRPORT MANAGER OPERATION AND ACTIVITY REPORT

ISSUE:

Receive a report on the Riverside Municipal Airport operations and activities for the period of July 2021 to April 2022.

RECOMMENDATION:

That the Airport Commission receive a report on Riverside Municipal Airport operations and activities for the period of July 2021 to April 2022.

BACKGROUND:

The Airport Manager 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, activities, events, and investment in infrastructure.

Key Operational and Financial Statistics

Aircraft Operations:

Aircraft Operations (Takeoffs and Landings)			
Year over Year	Jan – Apr 2021	Jan – Apr 2022	Year to Date
	36,893	39,970	8.3%
Monthly	Apr 2021	Apr 2022	
	10,227	11,322	10.7%

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

Financials:

REPORTING PERIOD: July 1, 2021 – April 30, 2022					
	BUDGET	EXPENDED	YEAR TO DATE	PROGRAMMED YEAR TO DATE	
Expenditures	\$1,689,662	\$1,468,560	87%	\$1,408,052	83%
	BUDGET	RECEIVED	YEAR TO DATE		
Revenue	\$1,667,297	\$1,582,545	95%	\$1,389,414	83%

NOTE: Expenditures/Revenue for FY 2021/22 are unaudited.

Recent City Council and Committee Actions:

On January 4, 2022, City Council approved the Master Professional Consultant Services Agreement with Mead & Hunt, Inc. This Agreement will provide for an on-call consultant for services including airport project design, construction management and environmental studies. The term of the Agreement is five years with a contract amount not-to-exceed \$500,000.

On February 15, 2022, City Council approved a First Amendment for the Riverside Airport Café. This amendment expands the leasehold footprint by approximately 1,140 square feet and increases rent by \$250 per month. The total estimated rent over the term of the lease will be \$305,458.

Upcoming City Council and Committee Actions:

There are no items currently scheduled for action by City Council.

Other activities and events

The United States Congress recently passed the Bipartisan Infrastructure Bill. The Bill provides \$15 billion for airport related projects across the country. Staff has been notified that \$295,000 will be set aside for Riverside Municipal Airport. It is anticipated these funds will be formally offered to the Airport in May or June 2022. It is staff's intention to immediately invest these funds in much needed pavement improvements for the Airport.

The City executed a Supplemental Agreement with the Airport's on-call airport design consultant, Mead & Hunt, Inc. Mead & Hunt has been tasked to prepare design documents for a paving and minor asphalt repair project covering approximately 200,000 square feet of aircraft ramp. The project encompasses several hangar rows just west of the air traffic control tower and the aircraft ramp west of the terminal building. Construction costs will be determined following a formal construction bidding process and are estimated at \$400,000. All project costs will be paid through Airport revenues. The project is estimated to begin in the Fall of 2022.

Mead & Hunt, Inc., is also working on a project design for the rehabilitation of the Airport's primary east/west taxiway, Taxiway A. The project will be supported by federal grants and is

estimated to cost \$500,000. Construction will follow a formal bidding process and is anticipated to begin in the Fall of 2022.

STRATEGIC PLAN ALIGNMENT:

The **AIRPORT MANAGER 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** - 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** – The **Airport Manager's 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:	Kim Ellis, Airport Manager
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