



City of Arts & Innovation

Airport Commission

TO: HONORABLE COMMISSIONERS
2021

DATE: SEPTEMBER 9,

FROM: GENERAL SERVICES DEPARTMENT

WARD: 3

SUBJECT: AIRPORT MANAGER'S OPERATION AND ACTIVITY REPORT

ISSUE:

Receive a report on the Riverside Municipal Airport's operations and activities for the period of June 2021 to July 2021.

RECOMMENDATIONS:

That the Airport Commission receive this report on Riverside Municipal Airport operations and activities for the period of June 2021 to July 2021.

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, activities, events, and investment in infrastructure.

Key Operational and Financial Statistics

Aircraft Operations:

Aircraft Operations (Takeoffs and Landings)			
Year over Year	Jan – July 2020	Jan – July 2021	Year to Date
	67,489	67,858	0.5%
Monthly	July 2020	July 2021	
	11,055	10,977	-0.7%

Financials:

REPORTING PERIOD: July 1, 2020 – June 30, 2021					
	BUDGET	EXPENDED	YEAR TO DATE	PROGRAMMED YEAR TO DATE	
Expenditures	\$2,653,115	\$1,735,196	65%	\$2,653,115	100%
	BUDGET	RECEIVED	YEAR TO DATE		
Revenue	\$1,932,460	\$1,870,122	97%	\$1,932,460	100%

NOTE: Expenditures/Revenue for FY 2020/21 are unaudited.

The Airport received notification that it is eligible for an FAA grant in the amount of \$59,000 offered under the Airport Rescue Grant Program (ARGP). This new grant was authorized under the American Rescue Plan Act 2021 (Public Law 117-2). As with recent supplemental grants, this funding may be used for any operational expense in the Airport's budget. Staff intends to apply the grant to much needed paving repairs on taxiways.

Recent City Council and Committee Actions:

There have been no recent requests for Council Action.

Upcoming City Council and Committee Actions:

Staff is requesting Council approve a supplemental appropriation in the amount of \$100,000 for the Terminal Patio Deck project due to unforeseen conditions discovered during rehabilitation.

With concurrence from the Airport Commission, staff will request City Council approve the following items:

- Riverside Municipal Code, Title 12 Update (see report included in meeting agenda).
- Airport Master Lease Program Update (see report included in meeting agenda).

On July 13, 2021, Staff issued a Request for Qualifications (RFQ) for an on-call airport design consultant. Mead & Hunt, Inc. is the current consultant whose agreement expires in January 2022. Responses to the RFQ were due on August 13, 2021 and have been reviewed by a member of the Airport Commission, the General Services Director and the Airport Manager. Final contract negotiations were completed at the end of August 2021. Staff intends to bring the item before the Airport Commission at the November 2021 meeting requesting that the Commission recommend City Council approval of the selected company.

Other activities and events

No activities or events took place during the reporting period.

Construction Update

Rehabilitation is progressing on the Airport Terminal Patio Deck. This project will repair structural damage caused by age, weather and termites. A second staircase will also be installed to meet current safety codes. This project is tentatively scheduled for completion by the end of August 2021.

STRATEGIC PLAN ALIGNMENT:

This 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 item provides a financial update comparing current and past performance, as well as award of new FAA grant funding.
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 item provides information to the community on the Airport’s investment in safeguarding Airport resources and assets, as demonstrated by the rehabilitation of the Airport Terminal Patio Deck.

FISCAL IMPACT:

There is no fiscal impact associated with receiving this monthly activity report.

Prepared by:	Kim Ellis, Airport Manager
Approved by:	Carl Carey, General Services Director
Approved by:	Kris Martinez, Interim Assistant City Manager

Attachment:	Presentation
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