

# ROADS AND AIRPORTS DEPARTMENT

## Airports Division

2nd Quarter Staff Report

April, May, June 2022

### Repairs/Projects in Progress

#### **RHV Lighting and Signage**

The contract for design of the RHV lighting and signage project is undergoing update to incorporate requests made by the FAA after their review of the plans. Once the update is completed, plans will again be presented to the FAA for review and approval followed by bid and award. A current estimate for construction is spring/summer of 2023.

#### **RHV Paving**

Planning for the RHV paving project is in its preliminary stages with expected construction in 2023.

#### **Staffing Changes**

The Airport Business Manager position was filled with the hiring of Scott Riddle. Scott was previously employed at Norman Y. Mineta International Airport as a properties manager. Staff is also currently working to fill an Airport Operations Worker vacancy.

#### **Unleaded Fuel**

The County continues to progress towards proprietary exclusive control of fueling at RHV. The new Business Manager has been instrumental in guiding the County in this direction, including the development of a training regiment and needs assessment. The County expects to begin Proprietary Exclusive control over avgas in October 2022. Discussions regarding jet-fuel are ongoing with a stated desire to ensure jet fuel remains available at RHV.

#### **Litigation**

The County is currently involved in two legal cases involving the airports. In Christine Decker vs County of Santa Clara, the County is being sued for the attempted closure of Reid-Hillview Airport. The County is also involved in a Part 13 investigation with the FAA. The County and the FAA have met numerous times and are currently working on an MOU.

## Accidents and Incidents

### **RHV – April 5th**

RHV ATCT staff was notified by ATCT that an aircraft had departed the runway onto the adjoining grass area during landing. The aircraft was moved onto the movement area by the CFI and student, and no damage to the aircraft was apparent.

### **RHV – April 18th**

RHV ACTC notified Airport Operations of a disabled aircraft on the Runway-13 runup area. The pilot and passengers had exited the aircraft after observing an electrical smell in the cockpit. The pilot of the aircraft had elected to abort their takeoff and pull off the runway onto the taxiway. The aircraft was subsequently towed to the FBO.

### **E16 – May 22<sup>nd</sup>**

On May 22<sup>nd</sup> a popup tent shelter, from the previous days Open House event at E16, blew into an adjoining Cessna aircraft causing superficial damage to the aircraft's wing and rudder. The owner of the aircraft was informed of the incident, and an insurance claim was submitted to the County for reimbursement of the costs associated with repairs to the aircraft.

### **RHV – June 13<sup>th</sup>**

At 11:40 hours RHV ATCT notified Airport Operations that a FedEx delivery truck and a tenant-owned vehicle were observed driving a short distance along Taxiway-Zulu. Airport staff met the both drivers as they exited the main gate and informed them of the Vehicle-Pedestrian Deviation (VPD) that had occurred. The tenant had escorted the truck driver to his hangar to take delivery of an electric aircraft tug, and after delivery the tenant elected to have the commercial truck driver exit the hangar area by driving along Taxiway-Zulu between Taxi-lanes Lima and Kilo. The truck driver was released, and Airport management spoke with the tenant at length regarding the serious nature of the incident and the demarcation between the aircraft movement areas and the Taxi-lanes. A VPD Report was filed with the FAA.

# By The Numbers

**Report Date: July 2022**  
**Reporting Period: April 1 - June 30**

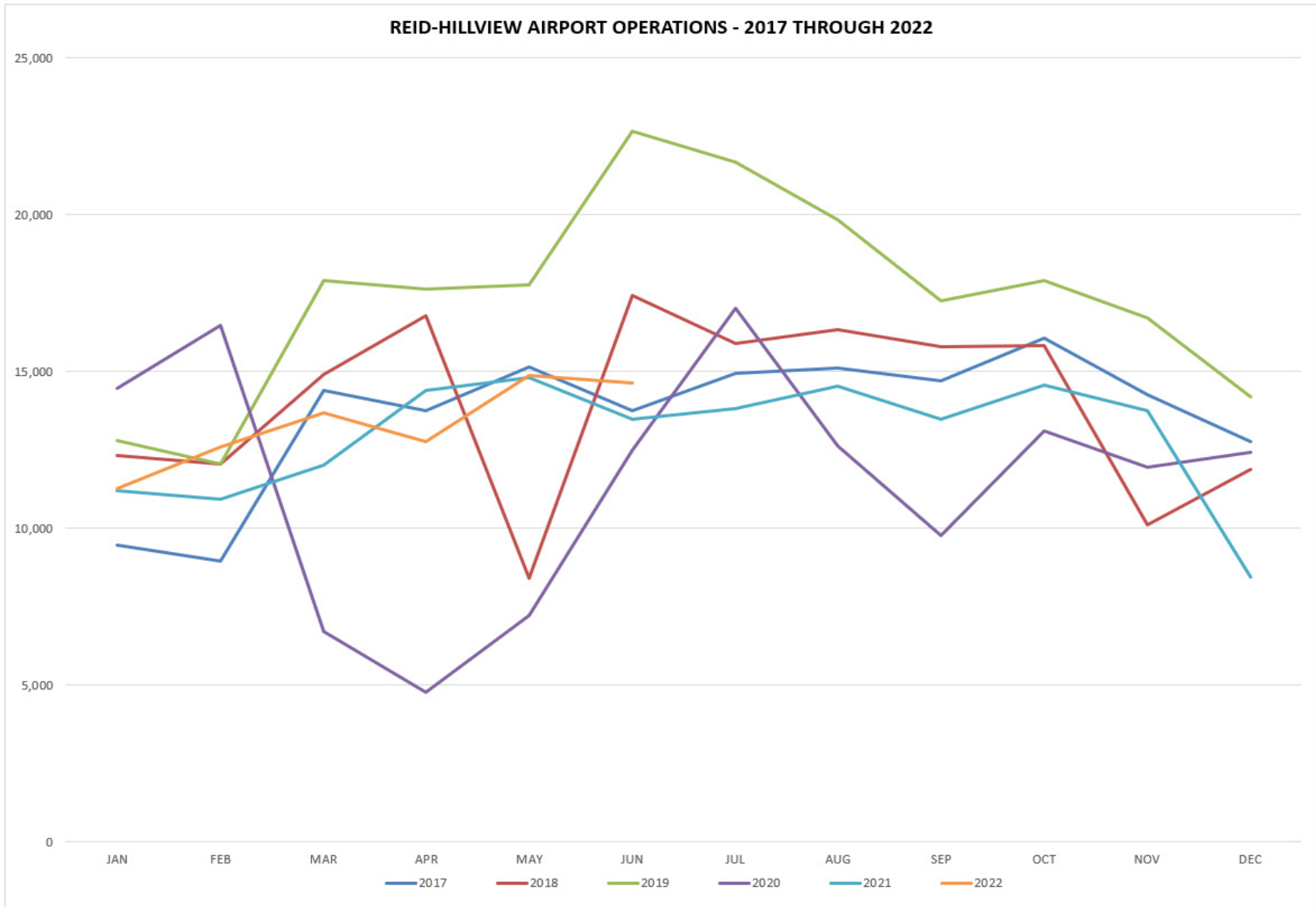
	Reid-Hillview Airport			San Martin Airport		Airport System		
Parking	Hangar	Shelter	Tie-Down	Hangar	Tie-Down	Hangar	Shelter	Tie-Down
Total Spaces	149	52	173	157	90	306	52	263
Occupied	141	41	41	135	13	276	41	54
Vacant	8	11	132	22	65	30	11	197
Account Closures	5	4	3	5	4	10	4	7
New Accounts	6	1	2	12	0	18	1	2
<b>Waiting Lists</b>								
Total Applicants	9	0	0	1	0	10	0	0
Inactive	3	0	0	1	0	4	0	0
<b>Revenue &amp; Expenditures YTD</b>								
Percent of fiscal year elapsed			100%		100%			100%
Percent of accrued annual revenue (Obj 2)			93%		110%			100%
Revenue Estimated			2,620,850		1,632,667			4,253,517
Revenue Realized			2,437,041		1,801,778			4,238,818
Percent Object 1 expended (personnel)		\$ 645,178	98%	\$ 215,221	1322% ‡	\$ 1,449,796		112% #
Precent Object 2 expended (general expenses)		\$ 801,440	50%	\$ 380,828	236% **	\$ 1,994,268		76%
<b>Aging Report</b>								
	Days Late	Account Qty	Amount Due	Account Qty	Amount Due	Account Qty	Amount Due	
	60	7	\$ 6,804	4	\$ 2,743	11	\$ 9,547	
	90	1	\$ 2,285	2	\$ 2,431	3	\$ 4,716	
	120	6	\$ 30,069	2	\$ 5,938	8	\$ 36,008	
* where applicable, total includes administration expenses	<b>Total</b>	<b>14</b>	<b>\$ 39,159</b>	<b>8</b>	<b>\$ 11,112</b>	<b>22</b>	<b>\$ 50,271</b>	

‡ Due to recordkeeping procedures, almost all staff time (Obejct-1) is charged to RHV throughout the year. During the end-of-year reconciliation, the cost of E16 staff time is transferred from RHV to E16 based on records kept throughout the year.

\*\* E16 Airport Object-2 actual expenses higher than budgeted due to unexpected costs associated with services related to avgas AST, ground squirrel abatement, and the end-of-lease E16 trailer buyout.

# Overall Object-1 costs higher than orginally bugeted due to addition of new Operations Worker position in FY23.

# Operations Count



SAN MARTIN AIRPORT OPERATIONS - 2017 THROUGH 2022

