

Huron County Airport Authority  
Tentative Agenda  
For Regular Meeting, Monday, September 12, 2016 – 5:00pm

Call Meeting to Order:

Roll Call: Harry Brady \_\_\_\_\_  
Melissa James \_\_\_\_\_  
Randy Birchfield \_\_\_\_\_

Guest:

Motion to Excuse:

Approval of Minutes from Regular Meeting: August 09, 2016  
Operational and Financial Report:

August 2016 Fuel Sales:

AVGas: \$ 4,593.74	Gallons: 1,037.22
Jet A: \$ 888.95	Gallons: 251.43

Approval of August 31, 2016 Financials

As of August 31, 2016

Cash in Bank:	\$ 25,368.09
Net Income YTD:	\$ 92,746.03
Total Expenses YTD:	\$ 111,632.46
Net Income/ Loss YTD:	\$ (18,886.43)

Approval to Pay Invoices: \$ 4,473.27 (09/11/2016)

Old Business:

New Business:

Date of Next Meeting:

Monday, October 10, 2016 @ 5:00pm

Public Comments:

Adjournment:

Huron County Airport Authority  
Regular Meeting Minutes, August 08, 2016

1. Harry Brady called the meeting to order

2. **Roll Call**

**Members Present:** Harry Brady Melissa James Randy Birchfield

3. **Motion to Excuse:**

**Guest Present:** Dennis Sokol Marcus & Mary Holtz Don Roth  
Scott Brogan Dan LeClair

4. **Approval of Minutes:**

Randy Birchfield made a motion to approve the July 11, 2016 regular meeting minutes. Melissa James seconded.  
Motion Passed.

5. **Operational and Financial Report:**

July 2016 Fuel Sales:

AVGas: \$ 5,652.41	Gallons: 1,319.17
Jet A: \$ 401.36	Gallons: 114.67

Approval of July 31, 2016 Financials

As of July 31, 2016

Cash in Bank:	\$ 116,942.02
Net Income YTD:	\$ 168,414.31
Total Expenses YTD:	\$ 94,744.41
Net Income/ Loss YTD:	\$ 73,669.90

Approval to Pay Invoices: \$ 17, 012.75

6. **Old Business:**

Melissa James discussed Closeout of Grant

Harry Brandy discussed Consultant report

Melissa James moved to sign grant closeout forms. Randy Birchfield seconded. Motion Passed.

Roof patch needed on Maintenance building

Vent replaced on T-hangar

Water is running all the time

7. **New Business:**

John needs access to tractor

Windtee is up and lighted – Royden Smith

Marcus & Mary cleaned fuel station and office  
Crop duster trying to do deal w/maintenance building for fuel – separate electric \$400 fee for building & rebate for fuel  
Move Trevor to corner  
Tractor to open T hangar w/ wall missing  
Leaves 2 openings

Farm Rent

Run bush hog thru the unmowed field, would volunteer do? Marcus?

8. **Board Comments:**

Yearly bid out for mowing and snow plowing at next meeting

Monthly tie-down fee \$65.00. Melissa James moved to accept. Randy Birchfield seconded. Motion Passed

9. **Public Comments:**

Dan LeClair – Red container for fuel drains. Donor coming up with \$ and equipment for painting the maintenance hangar  
Weeds in runway

10. **Adjourned:**

Melissa James moved to adjourn. Randy Birchfield seconded. Motion Passed.

Respectfully Submitted,

Melissa James

Board Approval,

Harry Brady  
President

Approved: \_\_\_\_\_

**Huron County Airport  
Authority  
Balance Sheet  
As of August 31, 2016**

4:32 PM  
09/01/2016  
Cash Basis  
Aug 31, 16

<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Civista 23825	25,368.09
Total Checking/Savings	25,368.09
Accounts Receivable	
Accounts Receivable	-660.00
Total Accounts Receivable	-660.00
Total Current Assets	24,708.09
<b>TOTAL ASSETS</b>	<b>24,708.09</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	40,822.82
Retained Earnings	2,771.70
Net Income	-18,886.43
Total Equity	24,708.09
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>24,708.09</b>

**Huron County Airport Authority  
Profit & Loss YTD  
August 2016**

4:33 PM  
09/01/2016  
Cash Basis

	<u>Aug 16</u>	<u>Jan - Aug 16</u>
<b>Ordinary Income/Expense</b>		
Income		
Commercial Office Rent	0.00	4,000.00
FAA Grant	-85,471.15	-9,419.15
Farm Rent	0.00	33,730.38
Fuel Sales	5,482.69	28,394.90
Hangar Rent	4,649.50	23,609.75
Matching Funds 2016 Grant	0.00	8,000.00
Overnight Fees	0.00	30.00
Utilities Reimbursement	0.00	4,400.15
Total Income	-75,338.96	92,746.03
Expense		
Bank Service Charges	0.00	0.00
Consultant Fee	0.00	1,824.00
Credit Card Processing	121.62	689.94

FAA Grant Expense	0.00	19,016.00
<b>Fuel Purchased</b>		
<b>100 AVGas</b>	8,166.50	27,968.47
<b>Jet-A</b>	2,891.55	7,793.46
<b>Unleaded</b>	0.00	334.22
<b>Total Fuel Purchased</b>	11,058.05	36,096.15
<b>Insurance Expense</b>	0.00	2,165.00
<b>Maintenance</b>	125.00	2,499.30
<b>Mowing</b>	1,300.00	7,800.00
<b>Office Expense</b>		
<b>Computer Expense</b>	0.00	1,418.19
<b>Office Supplies</b>	56.86	324.55
<b>Postage</b>	22.95	131.78
<b>Total Office Expense</b>	79.81	1,874.52
<b>Ohio EPA Reporting</b>	885.00	5,740.00
<b>Permits</b>	0.00	1,350.00
<b>Propane</b>	321.16	1,969.89
<b>Property Taxes</b>	0.00	6,819.66
<b>Repairs and Maintenance</b>	792.48	4,138.58
<b>Sales Tax</b>		
<b>Sales Tax Discount</b>	-3.29	-14.66
<b>Sales Tax - Other</b>	438.90	1,721.57
<b>Total Sales Tax</b>	435.61	1,706.91
<b>Secretary / Treasurer</b>	75.00	600.00
<b>Service Agreements</b>	0.00	595.00
<b>Snow Removal</b>	0.00	2,600.00
<b>Supplies</b>	96.00	459.21
<b>Utilities</b>		
<b>Electric</b>	0.00	11,499.95
<b>Telephone Expense</b>	115.80	929.17
<b>Water</b>	176.15	942.78
<b>Total Utilities</b>	291.95	13,371.90
<b>Website Expense</b>	0.00	316.40
<b>Total Expense</b>	15,581.68	111,632.46
<b>Net Ordinary Income</b>	-90,920.64	-18,886.43
<b>Net Income</b>	<b>-90,920.64</b>	<b>-18,886.43</b>

# Huron County Airport Authority

Date: 09/11/2016                      Invoice Approval                      for                      09/12/2016

Business Name	Invoice Date	Amount	Purchase	Check #
Beck, John	9/9/2016	125.00	Maintenance Retainer - August	3252
Frontier	8/28/2016	115.80	08/28/2016 - 09/27/2016	EFT
Goff, Marshall	9/9/2016	800.00	EPA Testing - August	3253
Huron County Chamber	9/9/2016	55.70	Copies	3260
Northern Ohio Rural Water	8/31/2016	149.02	07/13/2016 - 08/12/2016	3254
Ohio Business Gateway	9/1/2016	394.52	Sales Tax - August	EFT
Ohio Edison	8/30/2016	1,342.84	07/28/2016 - 08/26/2016	EFT
Sexton, Zack	9/11/2016	59.53	Gas / Oil Dri Absorant	3255
Sexton, Zack	9/9/2016	1,300.00	Grounds - September	3259
Tuffman Equipment	8/22/2016	8.86	Ford Fuel Filter	3256
Vaughn, Linda	9/9/2016	75.00	Secretary / Treasurer - August	3257
U.S. Postmaster	9/11/2016	47.00	Postage	3258
		<u>4,473.27</u>		