

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, December 09, 2019 – 5:00pm

Call Meeting to Order:

Roll Call:

| | |
|--------------|-------|
| Larry Silcox | _____ |
| Harry Brady | _____ |
| John Colvin | _____ |

Motion to Excuse:

Public Comments:

Guest: Michael Baker – Michael Benrotf

Approval of Minutes from Regular Meeting: November 11, 2019

Operational and Financial Report November 30, 2019

November 2019 Fuel Sales:

| | | | |
|--------|-------------|----------|--------|
| AVGas: | \$ 3,260.85 | Gallons: | 690.25 |
| Jet A: | \$ 1,330.42 | Gallons: | 350.11 |

As of November 30, 2019

Total Income / Loss

| | |
|-----------------------|---------------------------|
| Cash in Bank: | 44,269.82 |
| Net Income YTD: | 209,957.47 |
| Total Expenses YTD: | 291,329.74 |
| Net Income/ Loss YTD: | <u><u>(81,372.27)</u></u> |

Airport Income/ Loss

| | |
|-----------------------|-------------------------|
| Net Income YTD: | 144,953.78 |
| Total Expenses YTD: | 132,541.80 |
| Net Income/ Loss YTD: | <u><u>12,411.98</u></u> |

Grant Income/ Loss

| | |
|-----------------------|---------------------------|
| Net Income YTD: | 65,003.69 |
| Total Expenses YTD: | 158,787.94 |
| Net Income/ Loss YTD: | <u><u>(93,784.25)</u></u> |

Approval of November 30, 2019 Financials

Approval to Pay Invoices: \$44,825.35

Old Business:

Consultant Report

New Business:

Update Rules & Regulations

Date of next meeting: January 13, 2020 @ 5:00 pm

November 11, 2019 Meeting Minutes

Call to Order:

Present: Larry Silcox, Harry Brady, John Colvin

Post Rules & Regulations to Website – Done

Public:

Trees by D Hangar have been removed

Get into runway light box to change timer to 4:00 pm

City Weather System – Give before year end and it goes down – Not FAA – Dan LeClair

Harry Brady moved to approve agreement between Friends and Airport Board. John Colvin seconded. Motion Passed.

Minutes:

John Colvin moved to approve Financials. Harry Brady seconded. Motion Passed.

Financials and Invoices:

Grant Income was mostly from 2018 with expenses from 2019.

Farm Rent to airport – property taxes - Larry Silcox will check on farm rent.

Public Records Request is mostly Secretary time.

Fuel was just purchased on 11/07/19 and will be paid in December.

Harry Brady moved to approve. John Colvin seconded. Motion Passed.

Old Business:

Marett will do snow removal with 2" or more after event.

Roof over Commercial hangar \$200,000 over the top. Revised because of the roof over the office. Damschroder bid \$5,105 or \$4,475 with our product. Need to have maintenance hangar roof repaired as rent is going into escrow account.

Old tractor has been sold for \$1,789 and will be picked up this week. Put Ford motor tractor on Gov.com to get more than \$0.02 per pound.

Long term (30 days) tie down fee of \$50.00. John Colvin moved to approve. Harry Brady seconded. Motion Passed.

Consultant Report:

Planning meeting scheduled for November 19th with Lance Wanamaker for final version. Official close out letter Task #1 – waiting for FAA payment. #4 Close out grant. #5 filed 10/30/2019 closed.

New Business:

Lease agreement with Bill Albrecht. Approval of contract for WWTP by Harry Brady. Seconded by John Colvin. Motion Passed. WWTP needs to be checked every day.

Kurt Miller hangar rental waiting on insurance.

Adjourned:

Harry Brady moved to adjourn. John Colvin seconded.

Larry Silcox, President

Linda Vaughn, Secretary/Treasurer

Huron County Airport Authority Balance Sheet

As of November 30, 2019

10:24 AM

12/06/2019
Cash
Basis

Nov 30, 19

ASSETS

Current Assets

Checking/Savings

Civista 23825 44,269.82

Prepaid Debit Card 200.00

Total Checking/Savings 44,469.82

Accounts Receivable

Accounts Receivable -1,416.50

Total Accounts Receivable -1,416.50

Total Current Assets 43,053.32

Fixed Assets

Equipment 27,347.28

Total Fixed Assets 27,347.28

TOTAL ASSETS 70,400.60

LIABILITIES & EQUITY

Equity

Opening Balance Equity 40,822.82

Retained Earnings 110,950.05

Net Income -81,372.27

Total Equity 70,400.60

TOTAL LIABILITIES & EQUITY 70,400.60

Huron County Airport Authority Total Profit & Loss YTD

January through November 2019

10:31 AM

12/06/2019
Cash
Basis

Jan - Nov
19

Ordinary Income/Expense

Income

Airport Closure 10,000.00

Commercial Office Rent 7,200.00

FAA Grant 54,518.00

Fuel Sales 75,219.15

Hangar Rent 45,182.06

Legal Reimbursement 3,756.65

ODOT Grant 10,485.69

Overnight Fees 190.00

Public Records Request Income 48.30

Utilities Reimbursement 3,357.62

Total Income 209,957.47

Expense

| | |
|--------------------------------|--------------------------|
| Attorney Fees | 2,600.00 |
| Bank Service Charges | 50.00 |
| Cleaning / Sump | 2,500.00 |
| Credit Card Processing | 1,800.00 |
| FAA Grant Expense | 158,787.94 |
| Fuel Purchased | |
| 100 AVGas | 22,055.01 |
| Diesel Fuel | 353.40 |
| Jet-A | <u>36,889.93</u> |
| Total Fuel Purchased | 59,298.34 |
| Insurance Expense | 2,366.00 |
| Maintenance | 1,870.70 |
| Membership | 180.00 |
| Mowing | 9,100.00 |
| Office Expense | |
| Computer Expense | 1,121.98 |
| Office Supplies | 839.68 |
| Postage | <u>203.30</u> |
| Total Office Expense | 2,164.96 |
| Ohio EPA Reporting | 4,759.70 |
| Permits | 1,250.00 |
| Propane | 1,929.74 |
| Property Taxes | 6,196.70 |
| Public Records Request Expense | 846.68 |
| Repairs and Maintenance | 8,836.90 |
| Sales Tax | |
| Sales Tax Discount | -40.93 |
| Sales Tax - Other | <u>5,239.65</u> |
| Total Sales Tax | 5,198.72 |
| Secretary / Treasurer | 2,609.00 |
| Service Agreements | 2,475.00 |
| Snow Removal | 1,272.50 |
| Supplies | 914.03 |
| Travel Expenses | 606.17 |
| Utilities | |
| Electric | 8,625.66 |
| Telephone Expense | 1,589.77 |
| Water | <u>3,225.83</u> |
| Total Utilities | 13,441.26 |
| Website Expense | <u>275.40</u> |
| Total Expense | <u>291,329.74</u> |
| Net Ordinary Income | <u>-81,372.27</u> |
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Huron County Airport Authority

Airport Profit & Loss YTD

January through November 2019

12/06/2019
Cash
Basis
Jan - Nov
19

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Huron County Airport Authority
Grants Profit & Loss YTD
January through November 2019

10:30 AM

12/06/2019

Cash

Basis

Jan - Nov

19

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| Income | |
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Huron County Airport Authority

Invoice Approval

Date: 11/30/2019

For Meeting on: 12/9/2019

| Company | Date | Amount | Purchase | |
|---------------------------|------------|------------------|-------------------------------------|-----|
| Albrecht, Bill | 12/1/2019 | 400.00 | EPA Reporting - 2019 November | |
| Beck Aviation | 12/1/2019 | 151.25 | Maintenance - 2019 November | |
| Epic Fuels | 11/8/2019 | 15,274.24 | 3,910 Gallons Avgas | |
| Erie Blacktop | 11/15/2019 | 2,201.00 | 26 x 43 Milling, Tack & Paving | |
| Erie Blacktop | 11/20/2019 | 1,008.00 | Joint Sealing Filler | |
| Ferrellgas | 11/14/2019 | 336.92 | 118 Gallons Propane | |
| Frontier Communications | 11/23/2019 | 151.66 | Service 11/28/2019 - 12/27/2019 | EFT |
| Holtz, Mary | 12/1/2019 | 250.00 | Cleaning / Sumping - 2019 November | |
| Holtz, Mary | 12/1/2019 | 1,360.00 | Mowing - 2019 November | |
| Holtz, Mary | 12/1/2019 | 340.00 | Check WWTP Daily | |
| Michael Baker | 9/12/2019 | 20,865.00 | Pro Service 03/12/2019 - 08/31/2019 | |
| Northern Ohio Rural Water | 11/26/2019 | 87.13 | Service 10/15/2019 - 11/14/2019 | |
| Norwalk Concrete | 10/15/2019 | 545.00 | Flow Divider | |
| Ohio Business Gateway | 12/1/2019 | 330.37 | 2019 November Sales Tax | EFT |
| Ohio Edison | 12/18/2019 | 743.70 | 2019 November Service | EFT |
| QTPod | 12/15/2019 | 581.08 | M4000 / Monthly Payment | EFT |
| Vaughn, Linda | 12/1/2019 | 200.00 | 2019 November | |
| | | <u>44,825.35</u> | | |