

Spanish Fork/Springville Airport Board Meeting Minutes
Held Springville Multipurpose Room
June 7, 2012 4:00 pm

Board Members in Attendance:

Matt Taylor – Chairman - Spanish Fork
Dean Olsen – Springville Councilman
Doug Ford – Spanish Fork
Clair Anderson – Springville
Brian Park – Springville
Doug Ford – Spanish Fork

Staff:

Cris Child – Airport Manager
Bruce Riddle – Springville City Finance
Dave Bradford – Facilities Manager
Jason Sant – SF Asst. City Attorney
Jared Johnson – SF City Engineering Dept.
Dave Anderson – SF City Planner

Absent/Excused:

Richard Davis – Spanish Fork Councilman

Public Attendees:

Mark Patey - Prodigy
Mike Patey - Prodigy
Kraig Higginson - Prodigy

Rick Strong
Cole Miller - JB Engineers
Ed Helmick – Diamond Flight Center

Item 1. Minutes from the May Meeting. A motion to approve the minutes was made by Clair Anderson and seconded by Dean Olsen. The vote was unanimous.

Item 2. Facilities Report. Dave Bradford reported that the recent Taxiway Fog Seal project went well and that the bid opening for the first phase of the Apron Asphalt Re-hab will be this coming Wednesday.

Item 3. Financial Report. The attached financial report was presented by Bruce Riddle. A motion to accept the report was made by Clair Anderson and seconded by Doug Ford. The vote was unanimous.

Item 4. Prodigy Business License Application. Following a presentation by Prodigy a motion to recommend approval of the license was made by Brian Park and seconded by Doug Ford. The vote was unanimous.

Item 5. Rick Strong Business License Application. Rick Strong withdrew his application for a Spanish Fork City Business License.

Item 6. Report on Joint City Council Meeting. Due to Councilman Davis' absence, this item will be continued to August meeting.

Item 7. Airport Minimum Standards. This item will be continued to the August meeting.

Item 8. 2013 Tie Down Rates. A motion was made by Clair Anderson to leave the Tie Down Rates for 2013 at their current levels which are \$40.00 per month or \$309.00 per year for a Standard Space if paid for in advance. Second by Doug Ford. Vote: Brian Park Nay, all other Board Members present voted in favor and the motion passed.

Other Business. Due to the next scheduled Board Meeting falling on the day after the July 4th Holiday, the July 5th meeting will be omitted and the next Airport Board Meeting will be held on Thursday August 2nd.

Meeting was adjourned at 5:40 pm. Next meeting is to be held August 2, 2012 at 4pm.

**Spanish Fork / Springville Airport
Financial Report
Period Ended April 30, 2012**

Revenues

Revenues in April were \$590,929 coming primarily from FAA grants and fuel flowage fees. Year-to-date revenues are \$799,275, which is approximately 42 percent of budgeted revenue with 83 percent of the budget year transpired.

Expenditures

Operating expenditures for April were \$15,094 and \$590,527 was transferred to the CIP fund for grant expenditures. Operating expenditures included management and maintenance contract fees, insurance premiums and day-to-day operating expenses. Year-to-date expenditures are \$767,713 (including transfers to the CIP fund), which is approximately 40 percent of budgeted expenditures with 83 percent of the budget year transpired. As of the end of the reporting period, there was a \$31,561 operating surplus.

Expenditures in the Airport CIP fund during the month of April were \$530,728. Year-to-date expenditures in the CIP fund are \$655,327—approximately 35 percent of budgeted expenditures for the year. Revenues from grant reimbursements received in the operating fund are being transferred to the CIP fund to cover all but the grant matching portion of expenses.

SPRINGVILLE CITY CORPORATION

BALANCE SHEET

APRIL 30, 2012

AIRPORT TRUST FUND

ASSETS

83-1111000	CASH - AIRPORT TRUST	257,966.33	
83-1162000	PTIF FUND - AIRPORT	122,266.32	
83-1190000	CASH ALLOCATION FROM GENERAL F	304,100.97	
83-1311000	ACCOUNTS RECEIVABLE	3,805.68	
	TOTAL ASSETS		<u>688,139.30</u>

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
83-2951000	BEGINNING OF YEAR	66,050.96	
	REVENUE OVER EXPENDITURES - YTD	31,561.34	
	BALANCE - CURRENT DATE		<u>97,612.30</u>
	TOTAL FUND EQUITY		<u>97,612.30</u>
	TOTAL LIABILITIES AND EQUITY		<u>97,612.30</u>

SPRINGVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2012

AIRPORT TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INTERGOVERNMENTAL REVENUE</u>					
83-3300-331 GRANTS FROM STATE & FEDERAL	590,527.00	704,122.40	1,825,736.00	1,121,613.60	38.6
TOTAL INTERGOVERNMENTAL REVENUE	590,527.00	704,122.40	1,825,736.00	1,121,613.60	38.6
<u>MISCELLANEOUS REVENUE</u>					
83-3600-610 AIRPORT INTEREST EARNINGS	79.75	698.24	135.00	(563.24)	517.2
83-3600-631 AIRPORT RENTALS	.00	73,918.69	70,500.00	(3,418.69)	104.9
83-3600-632 AVIATION FUEL TAX	.00	1,307.21	3,000.00	1,692.79	43.6
83-3600-633 AIRPORT TIE DOWN FEES	(184.00)	9,047.10	8,500.00	(547.10)	106.4
83-3600-640 FUEL FLOWAGE FEES	480.10	5,618.53	4,500.00	(1,118.53)	124.9
83-3600-690 AIRPORT MISC REVENUE	.00	312.10	.00	(312.10)	.0
83-3600-691 PENALTIES	26.61	31.18	600.00	568.82	5.2
TOTAL MISCELLANEOUS REVENUE	402.46	90,933.05	87,235.00	(3,698.05)	104.2
<u>CONTRIBUTIONS & TRANSFERS</u>					
83-3800-650 LEASE REVENUE	.00	4,219.09	5,000.00	780.91	84.4
TOTAL CONTRIBUTIONS & TRANSFERS	.00	4,219.09	5,000.00	780.91	84.4
TOTAL FUND REVENUE	590,929.46	799,274.54	1,917,971.00	1,118,696.46	41.7

SPRINGVILLE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2012

AIRPORT TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
83-4000-150 BAD DEBT EXPENSE	.00	1,990.00	.00	(1,990.00)	.0
83-4000-230 TRAVEL, DUES & CONVENTIONS	855.81	3,234.35	2,500.00	(734.35)	129.4
83-4000-240 OFFICE EXPENSE	.00	987.25	800.00	(187.25)	123.4
83-4000-250 AIRPORT SUPPLIES	.00	823.51	1,200.00	576.49	52.0
83-4000-251 VEHICLE FUEL	.00	.00	1,500.00	1,500.00	.0
83-4000-260 BUILDINGS & GROUNDS	1,106.40	8,692.99	16,000.00	7,307.01	54.3
83-4000-310 PROFESSIONAL FEES	.00	3,100.00	3,200.00	100.00	96.9
83-4000-330 PROFESSL FEES-MANAGEMENT CONTR	2,000.00	14,000.00	18,000.00	4,000.00	77.8
83-4000-340 PROFESS FEES -MAINTENANCE CONT	7,801.43	24,822.70	34,000.00	9,177.30	73.0
83-4000-510 INSURANCE & BONDS	3,330.00	6,140.00	8,050.00	1,910.00	76.3
TOTAL EXPENDITURES	15,093.64	63,590.80	85,250.00	21,659.20	74.6
<u>DEPARTMENT 9000</u>					
83-9000-874 TRANSFER TO CIP FUND	590,527.00	704,122.40	1,825,736.00	1,121,613.60	38.6
TOTAL DEPARTMENT 9000	590,527.00	704,122.40	1,825,736.00	1,121,613.60	38.6
TOTAL FUND EXPENDITURES	605,620.64	767,713.20	1,910,986.00	1,143,272.80	40.2
NET REVENUE OVER EXPENDITURES	(14,691.18)	31,561.34	6,985.00	(24,576.34)	451.8

SPRINGVILLE CITY CORPORATION

BALANCE SHEET

APRIL 30, 2012

AIRPORT CIP FUND

ASSETS

85-1190000 CASH ALLOCATION FROM GENERAL F

(391,732.03)

TOTAL ASSETS

(391,732.03)

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

85-2951000

BEGINNING OF YEAR

150,000.00

REVENUE OVER EXPENDITURES - YTD

48,794.97

BALANCE - CURRENT DATE

198,794.97

TOTAL FUND EQUITY

198,794.97

TOTAL LIABILITIES AND EQUITY

198,794.97

SPRINGVILLE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2012

AIRPORT CIP FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CONTRIBUTIONS & TRANSFERS</u>						
85-3800-610	INTEREST EARNINGS	.00	.00	(675.00)	(675.00)	.0
85-3800-810	TRANSFER FROM GENERAL FUND	590,527.00	704,122.40	1,825,736.00	1,121,613.60	38.6
TOTAL CONTRIBUTIONS & TRANSFERS		590,527.00	704,122.40	1,825,061.00	1,120,938.60	38.6
TOTAL FUND REVENUE		590,527.00	704,122.40	1,825,061.00	1,120,938.60	38.6

SPRINGVILLE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2012

AIRPORT CIP FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL EXPENSE</u>					
85-5000-801 AIRPORT IMPROVEMENTS	530,728.30	655,327.43	1,879,973.00	1,224,645.57	34.9
TOTAL CAPITAL EXPENSE	530,728.30	655,327.43	1,879,973.00	1,224,645.57	34.9
TOTAL FUND EXPENDITURES	530,728.30	655,327.43	1,879,973.00	1,224,645.57	34.9
NET REVENUE OVER EXPENDITURES	59,798.70	48,794.97	(54,912.00)	(103,706.97)	88.9