

Spanish Fork/Springville Airport Board Meeting Minutes
Held Springville Multipurpose Room
April 5, 2012 4:00 pm

Board Members in Attendance:

Matt Taylor – Chairman - Spanish Fork
Dean Olsen – Springville Councilman
Richard Davis – Spanish Fork Councilman
Clair Anderson – Springville
Brian Park – Springville

Staff:

Cris Child – Airport Manager
Bruce Riddle – Springville City Finance
Trapper Burdick – SF Engineering
Jason Sant – SF Asst. City Attorney
Dave Bradford – Facilities Manager

Absent/Excused:

Doug Ford – Spanish Fork
Dave Anderson – SF City Planner

Public Attendees:

Ed Helmick – Diamond Flight Center	Rich Seal
Steve Wilson	Brandon Wilson
Jim Robinson	Terry Messersmith
Lew Lott – JUB Engineering	

Item 1. Minutes from the March Meeting. A motion to approve the March minutes was made by Clair Anderson and seconded by Brian Park. The vote was unanimous.

Item 2. Facilities Report. Dave Bradford discussed the Safety Zone and Obstacle Free Areas along the Runway. He presented a survey of these areas which identifies current deficiencies. Deficiencies will be addressed in order of their impact on overall safety.

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

Item 4. Proposed 2012-13 Budget. The preliminary Budget was reviewed and continued to the May meeting.

Item 5. FAA Reauthorization Grant Changes. The updated Capital Improvement Plan for the Airport was discussed. Due to changes in policy for FAA Funding, we expect a shortfall of approximately \$220,000.00 in funds needed to cover our share of scheduled projects. It is anticipated that this change will impact project funding in the 2013-14 and 2014-15 budget years.

Item 6. Airfield Name. Continued to May meeting.

Item 7. Utah Airport Spring Meeting Report. Cris Child reported that Dave Bradford, Dean Olsen, Matt Taylor and he attended the Conference in St. George. All in attendance felt that it was a productive meeting and valuable information was obtained on many subjects including: Controlling Wildlife around the Airport, Maintaining Safety Zones and Maintaining Object Free Areas. The next meeting will be this fall in Moab.

Meeting was adjourned at 5:20 pm. Next meeting is to be held May 3, 2012 at 4pm.



SPANISH FORK / SPRINGVILLE AIRPORT
 FISCAL YEAR 2012
 FINAL BUDGET

FUNCTION: Airport

ESTIMATED BEGINNING FUND BALANCE¹

23,309

<u>GL Acct</u> <u>REVENUES</u>	<u>Line Description</u>	<u>FY2011</u> <u>ACTUAL</u>	<u>FY2012</u> <u>APPROVED</u> <u>BUDGET</u>	<u>FY2012</u> <u>MIDYEAR</u> <u>ACTUAL</u>	<u>FY2013</u> <u>TENTATIVE</u> <u>BUDGET</u>	<u>FY2013</u> <u>VS FY2012</u> <u>INC/(DEC)</u>
83-3300-331	GRANTS FROM STATE & FEDERAL	153,936	1,825,736	29,589		-1,825,736
83-3600-610	AIRPORT INTEREST EARNINGS	643	135	381	250	115
83-3600-631	AIRPORT RENTALS	76,781	70,500	73,942	75,000	4,500
83-3600-632	AVIATION FUEL TAX	2,839	3,000	123	2,000	-1,000
83-3600-633	AIRPORT TIE DOWN FEES	7,639	8,500	9,253	8,000	-500
83-3600-640	FUEL FLOWAGE FEES	4,702	4,500	3,888	4,500	0
83-3600-690	AIRPORT MISC REVENUE	9,463	0	312	0	0
83-3600-691	PENALTIES	1,014	600	-255	600	0
83-3800-650	LEASE REVENUE	5,296	5,000	4,219	5,300	300
	TOTAL REVENUES	262,313	1,917,971	121,453	95,650	-1,822,321



SPANISH FORK / SPRINGVILLE AIRPORT
 FISCAL YEAR 2012
 FINAL BUDGET

FUNCTION: Airport

GL Acct	Line Description	FY2011	FY2012	FY2012	FY2013	FY2013
		ACTUAL	APPROVED BUDGET	MIDYEAR ACTUAL	TENTATIVE BUDGET	VS FY2012 INC/(DEC)
EXPENDITURES						
83-4000-150	BAD DEBT EXPENSE	0	0	1,990	0	0
83-4000-230	TRAVEL, DUES & CONVENTIONS	1,026	2,500	1,228	2,500	0
83-4000-240	OFFICE EXPENSE	509	800	858	1,200	400
83-4000-250	AIRPORT SUPPLIES	1,071	1,200	624	1,200	0
83-4000-251	VEHICLE FUEL	1,554	1,500	0	1,500	0
83-4000-260	BUILDINGS, EQUIPMENT & GROUNDS	22,783	16,000	4,393	16,000	0
83-4000-310	PROFESSIONAL FEES	3,100	3,200	3,000	3,200	0
83-4000-330	PROFESSIONAL FEES-MANAGEMENT CONTR	12,000	18,000	6,000	24,000	6,000
83-4000-340	PROFESSIONAL FEES-MAINTENANCE CONTR	32,282	34,000	9,435	34,000	0
83-4000-510	INSURANCE & BONDS	7,233	8,050	259	8,100	50
83-4000-760	AIRPORT IMPROVEMENTS	141,364	0	0	0	-1,825,736
83-9000-874	TRANSFER TO CIP FUND	0	1,825,736	29,589	0	0
	TOTAL EXPENDITURES	222,922	1,910,986	57,375	91,700	-1,819,286
	SURPLUS / (DEFICIT)	39,392	6,985	64,078	3,950	

ESTIMATED ENDING FUND BALANCE

Reserved for:

Joint Venture	-
Debt Service	-
Capital Projects	-
Endowments	-
Unrestricted	27,259



SPANISH FORK / SPRINGVILLE AIRPORT
 FISCAL YEAR 2012
 FINAL BUDGET

FUNCTION: Airport

GL Acct	Line Description	FY2011 ACTUAL	FY2012 APPROVED BUDGET	FY2012 MIDYEAR ACTUAL	FY2013 TENTATIVE BUDGET	FY2013 VS FY2012 INC/(DEC)
	ESTIMATED BEGINNING FUND BALANCE ¹				110,000	

CAPITAL IMPROVEMENT FUND

REVENUES						
85-3800-331	GRANTS FROM STATE & FEDERAL				5,401,666	
85-3800-610	INTEREST EARNINGS	0	675	0	600	-75
85-3800-810	TRANSFER FROM GENERAL FUND	0	1,825,736	29,589		
	TOTAL REVENUES	0	1,826,411	29,589	5,402,266	-75

EXPENDITURES						
85-5000-801	AIRPORT IMPROVEMENTS	0	1,879,973	29,478	0	-1,879,973
85-5000-NEW	REHAB RUNWAY 12/30				4,833,332	
85-5000-NEW	APRON RECONSTRUCTION				900,000	
	TOTAL EXPENDITURES	0	1,879,973	29,478	5,733,332	-1,879,973

SURPLUS / (DEFICIT)	(53,562)	111	(331,066)
ESTIMATED ENDING FUND BALANCE			(221,066)

Reserved for:			
Impact Fees	-	-	-
Class C Roads	-	-	-
Joint Venture	-	-	-
Debt Service	-	-	-
Capital Projects	-	-	(221,066)
Endowments	-	-	-
Unrestricted	-	-	-

Notes:
 1. Estimated Beginning Fund Balance subject to FY 2012 Actual results and audit entries.

Year	Airport	Description	Funding Source	Discretionary	Federal		State	Sponsor	Total
					Appropriation	Entitlements			
2012	Spanish Fork-Springville	Rehab Runway 12/30 (Acquire land & Grading)	Federal AIP		900,000	150,000	58,333	58,333	1,166,666
2013	Spanish Fork-Springville	Runway Extension 12/30 (Grading & Paving)	Federal AIP		2,000,000	150,000	119,444	119,444	2,388,888
2013	Spanish Fork-Springville	Apron Reconstruction (Phase I)	State Grant				405,000	45,000	450,000
2014	Spanish Fork-Springville	Runway Extension 12/30 (Paving Phase II)	Federal AIP		1,000,000	150,000	63,889	63,889	1,277,778
2014	Spanish Fork-Springville	Apron Reconstruction (Phase II)	State Grant				405,000	45,000	450,000
2015	Spanish Fork-Springville								0
2016	Spanish Fork-Springville	Pavement Maintenance	Federal AIP			300,000	16,667	16,667	333,334
2017	Spanish Fork-Springville								0
2018	Spanish Fork-Springville	Fencing	Federal AIP			300,000	16,667	16,667	333,334