



AIRPORT ADVISORY COMMITTEE

July 16th, 2021

8:15 A.M.

**Fremont Municipal Airport Terminal Building
1203 West 23rd Street, Fremont, Nebraska**

1. Meeting called to order with Open Meetings Act announcement.
2. Roll call.
3. Approval of the April 16, 2021 meeting minutes.
4. Approval of the June 18, 2021 meeting minutes.
5. Update on Apron & Terminal Projects
6. Review financial statements related to the operation of the Airport.
7. Discuss selection of Consultant for Airfield Development Projects.
8. Discuss Airport Advisory Board Appointments
9. Discussion of maintenance items.
 - a. Status of roof repairs
10. Adjournment.

The agenda was distributed to the Mayor, City Council, and Advisory Committee members on July 9, 2021. The official current copy is available at City Hall, 400 East Military, Public Works Department Office. The Advisory Committee reserves the right to go into Executive Session when necessary. A copy of the Open Meeting Law is posted at the Airport terminal building for review by the public. The Board reserves the right to adjust the order of items on this agenda.



AIRPORT ADVISORY COMMITTEE

Meeting Minutes: April 16, 2021

1. Meeting called to order with Open Meeting announcement.

Meeting was called to order at 8:15 A.M. Open Meeting Act is posted on the wall of the Airport Terminal, the Act Poster was pointed out to those in attendance.

2. Roll call.

Board Members: Present: Ron Spahni, Dave Monke, Jennifer Weiss-Assman, Robert Steenblock, Tom Randall, Eric Johnson, Alison Adams

Guests: David Goedecken, Jim Kjeldgaard, Greg Kjeldgaard, Vern Gibson, Ken Cox, Tammy McKeighan, Brian Newton.

3. Approval of the March 19, 2021 meeting minutes.

Motion by Ron Spahni and seconded by Jennifer Weiss-Assman, to approve the March 19, 2021 minutes, motion passed by vote of members, (all voting yes on roll call vote)

4. Update on Apron and Terminal Projects.

Staff reported that final work of the Apron Project has been underway and will be completed soon. The Terminal project has been approved and the contracts have been executed. Work on the Terminal will begin soon. The contractor intends to do the utilities and earthwork portion of the project first.

5. Update on annual hangar inspections.

Staff explained they will be doing hangar inspections in the near future, most likely May. Letters of notification will be sent to the tenants prior to inspections.

6. Discussion of Aerial Applicator Agreement.

Novus Ag, LLC has applied for an Aerial Applicators Agreement to operate a Crop Dusting Service from the Fremont Airport for the 2021 Spraying Season. This is the same company that has operated from the Airport the last 2 years.

7. Discussion of maintenance items.

- a. Status of roof repair – Taylor Martin Hangar, a contractor has been waiting for materials and will begin work as soon as the sheet metal arrives.

8. Adjournment.

Motion by Jennifer Weiss-Assman,, and seconded by Tom Randall, to adjourn, motion passed by vote of members, (all voting yes on roll call vote) Meeting was adjourned at 8:30 A.M..



AIRPORT ADVISORY COMMITTEE

Meeting Minutes: June 18, 2021

1. Meeting called to order with Open Meeting announcement.

Meeting was called to order at 8:15 A.M. Open Meeting Act is posted on the wall of the Airport Terminal, the Act Poster was pointed out to those in attendance.

2. Roll call.

Board Members: Present: Ron Spahni, Dave Monke, Jennifer Weiss-Assman, Robert Steenblock, Tom Randall

Guests: David Goedecken, Jim Kjeldgaard, Greg Kjeldgaard, Vern Gibson, Tammy McKeighan, Steve Landholm, Heather Olson

3. Approval of the March 19, 2021 meeting minutes.

Motion by Ron Spahni and seconded by Jennifer Weiss-Assman, to approve the March 19, 2021 minutes, motion passed by vote of members, (all voting yes on roll call vote)

4. Update on Apron and Terminal Projects.

Staff reported that final work of the Apron Project has been completed. The Terminal project has begun and the contractor is focusing on site work at this point.

5. Discuss selection of Consultant for Airfield Development Projects.

Staff explained that an RFQ has been sent out requesting Engineering Services for 5 future projects at the Airport. Three Consultants responded and interviews were conducted on June 16th. The firms had not yet been notified of the results so Staff will inform the Board members via email of the results after the firms had been notified.

6. Discussion of maintenance items.

- a. Status of roof repair – Taylor Martin Hangar, the contractor has completed the work.
- b. Other Items - FBO reported there are weeds and grass growing in the cracks of the concrete which should be strayed.

7. Adjournment.

Motion by Dave Monke and seconded by Tom Randall, to adjourn, motion passed by vote of members, (all voting yes on roll call vote) Meeting was adjourned at 8:30 A.M.

City of Fremont
Airport Financial Status
As of September 30, 2020, 2019, 2018, and 2017

	(Preliminary) YTD <u>6/30/2021</u>	(Final) <u>9/31/2020</u>	(Final) <u>9/30/2019</u>	(Final) <u>9/30/2018</u>	(Final) <u>9/30/2017</u>
Assets:					
Cash	\$ 238,828	\$ 76,374	\$ 14,669	\$ 215,772	\$ 194,774
Accounts receivable	\$ -	\$ 363	\$ 3,009	\$ 330	\$ 1,155
Unbilled revenue (S Hangar Pro	\$ 119,698	\$ 122,110	\$ 128,562	\$ 145,720	\$ 149,114
Grants Receivable	\$ -	307,337	172,035	\$ -	\$ -
Prepaid insurance	\$ -	-	-	\$ -	\$ -
Total Assets	\$ 358,526	\$ 506,184	\$ 318,275	\$ 361,822	\$ 345,043
Liabilities & Equity:					
Accounts Payable	\$ 169,872	\$ 472,737	\$ 35,114	\$ 4,773	\$ 6,860
Deferred/Unearned Revenue	\$ 1,200	1,800	3,000	\$ 4,200	\$ 5,400
Accrued expenses		1,260	830	\$ 555	\$ 558
Customer Deposits					
Due to LB840 Fund & Gen Func	\$ 140,466	142,394	147,923	\$ 129,605	\$ 133,325
Net Liabilities	\$ 311,538	\$ 618,191	\$ 186,867	\$ 139,132	\$ 146,144
Fund Balance					
Beginning of Period	\$ (112,006)	\$ 131,409	\$ 222,690	\$ 198,900	\$ 221,362
Current Year Earnings	\$ 158,995	\$ (243,415)	\$ (91,282)	\$ 23,791	\$ (22,462)
Net Fund Balance	\$ 46,988	\$ (112,006)	\$ 131,409	\$ 222,690	\$ 198,900
Total Liabilities & Equity	\$ 358,527	\$ 506,184	\$ 318,276	\$ 361,823	\$ 345,043

City of Fremont
Airport Financial Status
As of September 30, 2020, 2019, 2018, and 2017

	YTD <u>6/30/2021</u>	(Final) <u>9/31/2020</u>	(Final) <u>9/30/2019</u>	(Final) <u>9/30/2018</u>	(Final) <u>9/30/2017</u>
Revenues:					
Grant Revenue:	\$ 118,139	\$ 1,723,822	\$ 172,035	\$ -	\$ -
Transfer in From Gen Fund	\$ 318,334	\$ 112,064		\$ -	\$ -
Fee from FBO	\$ 13,864	\$ 18,486	\$ 18,486	\$ 18,486	\$ 18,486
Rental Income:					
Overflow parking rent				\$ 1,997	\$ -
Aerial application				\$ -	\$ -
Hangar, Pad Rent & Water a	\$ 59,191	\$ 102,710	\$ 82,490	\$ 83,910	\$ 83,850
Farm Rent				\$ 33,898	\$ 55,669
Fuel Flow Fee	\$ 3,466	\$ 6,486	\$ 6,901	\$ 5,305	\$ 5,005
Interest Income	\$ 75	\$ 231	\$ 400	\$ 526	\$ 648
Miscellaneous Inc	\$ 307,822	\$ 2,120	\$ -	\$ 150	\$ -
Total Revenues	\$ 820,893	\$ 1,965,918	\$ 280,312	\$ 144,271	\$ 163,658
Expenditures:					
Salaries & Wages	\$ 1,080	\$ 10,903	\$ 10,563	\$ 9,710	\$ 8,762
FICA/Medicare/WC	\$ 83	\$ 834	\$ 792	\$ 743	\$ 670
Contractual Services:					
Professional services	\$ -	\$ -	\$ 1,555	\$ 22,550	\$ 53,647
Advertising	\$ 277	\$ 82	\$ 265	\$ 44	\$ 77
Telephone	\$ 1,024	\$ 1,262	\$ 1,191	\$ 1,159	\$ 1,118
Travel & training	\$ -	\$ -	\$ 302	\$ -	\$ -
Repairs & Maintenance	\$ 11,758	\$ 5,205	\$ 7,169	\$ 6,644	\$ 37,297
Utilities	\$ 6,998	\$ 10,210	\$ 10,056	\$ 8,980	\$ 12,063
Insurance	\$ 8,780	\$ 11,005	\$ 9,759	\$ 9,307	\$ 9,258
Hire equip/Equip rent	\$ 15,983	\$ 11,018	\$ 13,650	\$ 6,678	\$ 4,993
Other (Incl 20% FBO fee)	\$ 23,338	\$ 36,947	\$ 33,138	\$ 33,618	\$ 31,723
Commodities:					
Electrical Parts/Supplies	\$ 239	\$ 505	\$ 2,668	\$ 2,369	\$ 366
Building Supplies	\$ 456	\$ 1,058	\$ 2,571	\$ 2,178	\$ 4,409
Machinery & Equipment	\$ 92	\$ 367	\$ 574	\$ 83	\$ 9
Cement & Asphalt	\$ -	\$ 2,322	\$ -	\$ -	\$ -
Other	\$ 506	\$ 2,152	\$ 32,105	\$ 1,167	\$ 728
Capital Outlay:					
Building improvements	\$ 360,418	\$ 24,916	\$ 20,958	\$ -	\$ -
Infrastructure	\$ 85,812	\$ 1,698,717	\$ 28,824	\$ -	\$ -
Engineering	\$ 145,055	\$ 391,832	\$ 195,455	\$ -	\$ -
Other capital outlay		\$ -		\$ 3,000	\$ -
Debt Service					
Principal payment	\$ -	\$ -	\$ -	\$ 12,250	\$ 21,000
Total Expenditures	\$ 661,898	\$ 2,209,334	\$ 371,593	\$ 120,481	\$ 186,120
Net Income	\$ 158,995	\$ (243,415)	\$ (91,282)	\$ 23,791	\$ (22,462)