

Instructions for Airport Teleconference (Agenda & Minutes on following pages)

The Airport Advisory Board meeting will be held in person by conference video/audio to avoid having more than 10 people at the Terminal Building. Board members are required to attend in-person, but members of the public can attend via Zoom. Here are the login instructions to log into Zoom for the meeting.

If you haven't used Zoom before, I encourage you to click on the link below on your computer or smart phone before the meeting starts to get everything setup. Please note that you can call in if you're not able to connect via video.

Topic: Airport Advisory Meeting

Time: August 21, 2020 08:00 AM Central Time (US and Canada)

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly:

https://zoom.us/meeting/tJltduytqz4qG9cJmjQPVhkfbc1GwK3xxXuL/ics?icsToken=98tyKuCurjovH9GQsBiERowAAoj4Z-_wmCVfjfpethLvMhBlagjwNOETFaVUQ8DI

Join Zoom Meeting

<https://zoom.us/j/96015555013>

Meeting ID: 960 1555 5013

One tap mobile

+16699009128,,96015555013# US (San Jose)

+13462487799,,96015555013# US (Houston)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 253 215 8782 US

+1 301 715 8592 US

+1 312 626 6799 US (Chicago)

Meeting ID: 960 1555 5013

Find your local number: <https://zoom.us/u/adOa4L8UmM>

Please let me know if you have any questions. Brian



AIRPORT ADVISORY COMMITTEE

August 21st, 2020

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 July 17th, 2020 meeting minutes.
4. Approval of the July 29th, 2020 special meeting minutes.
5. Update on Apron & Terminal Projects
 - a. Representative of Burns McDonnell will be present.
6. Airport Financial Status
7. Discuss upcoming hangar inspections by City Staff.
8. Discussion of maintenance items.
9. Adjournment.

The agenda was distributed to the Mayor, City Council, and Advisory Committee members on August 17th, 2020. 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: July 17, 2020

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, Bill Dugan, Jennifer Weiss-Assman, Robert Steenblock, Tom Randall, Eric Johnson, Alison Adams

Guests: David Goedeken, Jim Kjeldgaard, Greg Kjeldgaard, Brian Newton, Steve Landholm

3. Approval of the June 19th, 2020 meeting minutes.

Motion by Bill Dugan and seconded by Ron Spahni, to approve the June 19th, 2020 minutes, motion passed by vote of members, (all voting yes on role call vote)

4. Update on Apron and Terminal Projects.

Phase I work is nearing completion, Phase II should begin early August. The Architects have been in contact with staff regarding the next steps. Davis anticipates having schematics of the elevation view prepared soon. Staff will forward the information to the Board for their consideration.

5. Aerial Applicator request.

Staff briefed the board on the approval by the City Council of Novus Ag, LLC's application to operate out of the Fremont Airport.

6. Discussion of maintenance items.

a) Discuss condition of existing hangar roofs.

Staff suggested ideas for making repairs to leaking roofs in the hangars. Staff has reached out to 2 roofing contractors regarding estimated costs and methods for making the repairs. Board discussed the options and determined this may be an item to budget in the future as the costs of repairs exceed the amounts budgeted for repairs in this years budget and C.I.P..

7. Adjournment.

Motion by Tom Randall, and seconded by Ron Spahni, to adjourn, motion passed by vote of members, (all voting yes on role call vote) Meeting was adjourned at 8:45 A.M..



AIRPORT ADVISORY COMMITTEE
Minutes of Special Meeting
July 29, 2020

1. Meeting called to order with Open Meeting announcement.

Meeting was called to order at 8:15. Open Meeting Announcement was posted on the wall.

2. Roll call.

Board Members Present: Bill Dugan, Dave Monke, Jennifer Weiss-Assman, Robert Steenblock, Mike McGillick, Tom Randall, Eric Johnson

Guests: Scott Getzschman, David Goedeken, Jim Kjeldgaard, Greg Kjeldgaard, Steve Landholm, Mike Wachal, Dayna Hoch

3. Presentation by Airport Consultant for the Airport Terminal Project.

The Architect was present on Zoom to give an update on the status of the preliminary design. The Board was presented with 4 choices of building style. The different choices varied in appearance and design style and cost. Option 1 was the least costly option, Option 4 was the costliest of the options. The consultant explained the merits and features of each option.

Motion by Tom Randall, and seconded by Jennifer Weiss-Assman, to proceed with Option 1, motion passed by vote of members, (all voting yes on role call vote).

4. Adjournment.

Motion by Dave Monke, and seconded by Tom Randall, to adjourn, motion passed by vote of members, (all voting yes on role call vote) Meeting was adjourned at 8:45 A.M.. Meeting was adjourned at 8:50

City of Fremont
Airport Financial Status
As of September 30, 2019, 2018, 2017, and 2016

| | (Preliminary) YTD <u>7/31/2020</u> | (Final) <u>9/30/2019</u> | (Final) <u>9/30/2018</u> | (Final) <u>9/30/2017</u> | (Final) <u>9/30/2016</u> |
|---------------------------------------|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Assets: | | | | | |
| Cash | \$ 137,341 | \$ 14,669 | \$ 215,772 | \$ 194,774 | \$ 235,849 |
| Accounts receivable | \$ - | \$ 3,009 | \$ 330 | \$ 1,155 | \$ - |
| Unbilled revenue (S Hangar Pro | \$ 121,498 | \$ 128,562 | \$ 145,720 | \$ 149,114 | \$ 135,898 |
| Grants Receivable | | 172,035 | \$ - | \$ - | \$ - |
| Prepaid insurance | - | - | \$ - | \$ - | \$ - |
| Total Assets | \$ 258,839 | \$ 318,275 | \$ 361,822 | \$ 345,043 | \$ 371,747 |
| Liabilities & Equity: | | | | | |
| Accounts Payable | \$ - | \$ 35,114 | \$ 4,773 | \$ 6,860 | \$ 4,373 |
| Deferred/Unearned Revenue | 2,100 | 3,000 | \$ 4,200 | \$ 5,400 | \$ 6,600 |
| Accrued expenses | - | 830 | \$ 555 | \$ 558 | \$ 669 |
| Customer Deposits | | | | | \$ 1,800 |
| Due to LB840 Fund & Gen Func | 144,193 | 147,923 | \$ 129,605 | \$ 133,325 | \$ 136,945 |
| Net Liabilities | \$ 146,293 | \$ 186,867 | \$ 139,132 | \$ 146,144 | \$ 150,386 |
| Fund Balance | | | | | |
| Beginning of Period | \$ 131,409 | \$ 222,690 | \$ 198,900 | \$ 221,362 | \$ 181,021 |
| Current Year Earnings | \$ (18,862) | \$ (91,282) | \$ 23,791 | \$ (22,462) | \$ 40,341 |
| Net Fund Balance | \$ 112,547 | \$ 131,409 | \$ 222,690 | \$ 198,900 | \$ 221,362 |
| Total Liabilities & Equity | \$ 258,840 | \$ 318,276 | \$ 361,823 | \$ 345,043 | \$ 371,748 |

City of Fremont
Airport Financial Status
As of September 30, 2019, 2018, 2017, and 2016

| | (Preliminary) <u>7/31/2020</u> | (Final) <u>9/30/2019</u> | (Final) <u>9/30/2018</u> | (Final) <u>9/30/2017</u> | (Final) <u>9/30/2016</u> |
|----------------------------|-----------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Revenues: | | | | | |
| Grant Revenue: | \$ 564,782 | \$ 172,035 | \$ - | \$ - | \$ - |
| Transfer in From Gen Fund | \$ 35,046 | | \$ - | \$ - | \$ - |
| Fee from FBO | \$ 15,405 | \$ 18,486 | \$ 18,486 | \$ 18,486 | \$ 18,486 |
| Rental Income: | | | | | |
| Overflow parking rent | | | \$ 1,997 | \$ - | \$ 2,365 |
| Aerial application | | | \$ - | \$ - | \$ - |
| Hangar, Pad Rent & Water a | \$ 91,697 | \$ 82,490 | \$ 83,910 | \$ 83,850 | \$ 79,605 |
| Farm Rent | | | \$ 33,898 | \$ 55,669 | \$ 41,067 |
| Fuel Flow Fee | \$ 3,957 | \$ 6,901 | \$ 5,305 | \$ 5,005 | \$ 4,186 |
| Interest Income | \$ 208 | \$ 400 | \$ 526 | \$ 648 | \$ 544 |
| Miscellaneous Inc | \$ 2,120 | \$ - | \$ 150 | \$ - | \$ - |
| Total Revenues | \$ 713,213 | \$ 280,312 | \$ 144,271 | \$ 163,658 | \$ 146,252 |
| Expenditures: | | | | | |
| Salaries & Wages | \$ 6,521 | \$ 10,563 | \$ 9,710 | \$ 8,762 | \$ 7,641 |
| FICA/Medicare/WC | \$ 499 | \$ 792 | \$ 743 | \$ 670 | \$ 585 |
| Contractual Services: | | | | | |
| Professional services | \$ - | \$ 1,555 | \$ 22,550 | \$ 53,647 | \$ - |
| Advertising | \$ 39 | \$ 265 | \$ 44 | \$ 77 | \$ 23 |
| Telephone | \$ 1,048 | \$ 1,191 | \$ 1,159 | \$ 1,118 | \$ 1,098 |
| Travel & training | \$ - | \$ 302 | \$ - | \$ - | \$ - |
| Repairs & Maintenance | \$ 4,780 | \$ 7,169 | \$ 6,644 | \$ 37,297 | \$ 6,890 |
| Utilities | \$ 8,447 | \$ 10,056 | \$ 8,980 | \$ 12,063 | \$ 11,700 |
| Insurance | \$ 11,005 | \$ 9,759 | \$ 9,307 | \$ 9,258 | \$ 8,978 |
| Hire equip/Equip rent | \$ 11,018 | \$ 13,650 | \$ 6,678 | \$ 4,993 | \$ 11,020 |
| Other (Incl 20% FBO fee) | \$ 27,487 | \$ 33,138 | \$ 33,618 | \$ 31,723 | \$ 32,459 |
| Commodities: | | | | | |
| Electrical Parts/Supplies | \$ 505 | \$ 2,668 | \$ 2,369 | \$ 366 | \$ 569 |
| Building Supplies | \$ 970 | \$ 2,571 | \$ 2,178 | \$ 4,409 | \$ 872 |
| Machinery & Equipment | \$ 302 | \$ 574 | \$ 83 | \$ 9 | \$ 1,207 |
| Cement & Asphalt | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other | \$ 2,037 | \$ 32,105 | \$ 1,167 | \$ 728 | \$ 1,870 |
| Capital Outlay: | | | | | |
| Building improvements | \$ 11,898 | \$ 20,958 | \$ - | \$ - | \$ - |
| Infrastructure | \$ 549,504 | \$ 28,824 | \$ - | \$ - | \$ - |
| Engineering | \$ 96,014 | \$ 195,455 | \$ - | \$ - | \$ - |
| Other capital outlay | \$ - | | \$ 3,000 | \$ - | \$ - |
| Debt Service | | | | | |
| Principal payment | \$ - | \$ - | \$ 12,250 | \$ 21,000 | \$ 21,000 |
| Total Expenditures | \$ 732,075 | \$ 371,593 | \$ 120,481 | \$ 186,120 | \$ 105,912 |
| Net Income | \$ (18,862) | \$ (91,282) | \$ 23,791 | \$ (22,462) | \$ 40,341 |