

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, January 11, 2021 – 3:00 pm
3rd Floor Conference – Commissioner's Office

Call Meeting to Order:

Roll Call:

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

Motion to Excuse:

Public Comments:

Approval of Minutes from Regular Meeting: December 14, 2020

Operational and Financial Report December 31, 2020

Approval of December 31, 2020 Financial

December 2020 Fuel Sale

| | | | |
|--------|--------|----------|-------|
| AVGas: | 390.52 | Gallons: | 81.36 |
| Jet A: | 57.04 | Gallons: | 15.01 |

As of December 2020

Civista 9494

| | |
|---------------|-----------|
| Cash in Bank: | 14,474.87 |
|---------------|-----------|

Total Income / Loss

| | |
|-----------------|------------|
| Net Income YTD: | 353,271.65 |
|-----------------|------------|

| | |
|---------------------|-------------------|
| Total Expenses YTD: | <u>348,904.90</u> |
|---------------------|-------------------|

| | |
|-----------------------|------------------------|
| Net Income/ Loss YTD: | <u><u>4,366.75</u></u> |
|-----------------------|------------------------|

Airport Income/ Loss

| | |
|-----------------|------------|
| Net Income YTD: | 142,285.77 |
|-----------------|------------|

| | |
|---------------------|-------------------|
| Total Expenses YTD: | <u>100,786.28</u> |
|---------------------|-------------------|

| | |
|-----------------------|-------------------------|
| Net Income/ Loss YTD: | <u><u>41,499.49</u></u> |
|-----------------------|-------------------------|

Grant Income/ Loss

| | |
|-----------------|------------|
| Net Income YTD: | 210,985.88 |
|-----------------|------------|

| | |
|---------------------|-------------------|
| Total Expenses YTD: | <u>248,118.62</u> |
|---------------------|-------------------|

| | |
|-----------------------|---------------------------|
| Net Income/ Loss YTD: | <u><u>(37,132.74)</u></u> |
|-----------------------|---------------------------|

Approval to Pay Invoices: \$3,548.16

Old Business:

Consultant Report

New Business:

Date of next meeting: February 8, 2021 @ 3:00 (Commissioners 3rd Floor Conference Room)

December 14, 2020 Meeting Minutes

Call to Order:

Present: Larry Silcox, Harry Brady, John Colvin

Consultant Report:

Grant Closeout for Apron B

Engineer Agreement will need review and approval

Pre application for beacon at the commissioner's office

ODOT / FAA ACIP signed and approved

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

Green side of beacon not working

John Colvin moved to approve Consultant Report. Motion Passed.

Minutes:

Correction of Consultant Report:

Working on the Cares Act invoices. Having trouble communicating with FAA.

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

Financials and Invoices:

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

Public:

Consider rent increase.

Farm rent is received in December.

Lost \$10,000.00 from Summit. Will not be using the airport in the future.

Sold lots of fuel. What do we pay for AVGas. We did not have the correct premix for JetA – lost sale.

All the work that has been done – need income to pay for additional safety concerns.

No way to circumvent water on taxiway.

Runway lights and beacon need fixed.

Water under office – Called Everdry – Commissioner's heating person came out – suggested going above into ceiling, bit will need to insulate attic.

New hot water tank on demand has been installed by county.

Going to change lights in office to LED.

Rent Increase:

3% = \$5.43

4% = \$7.25

5% = \$9.05

T hangar doors have been greased. Will complete door when the weather gets better.

Remove cement from under doors. Doors warp w/weather.

Harry Brady moved to approve a 3% increase in rent. John Colvin seconded. Motion Passed.

Marrett moved in 300 tons of dirt and is only charging for the dozer work.

New Rules & Regulations include that hangar space is for aeronautical use. Not for miscellaneous storage items.

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

Old Business:

Lights on runway some have been replaced – others have electrical problems. John Beck to look at.

New Business:

On demand water heater to be installed.

Adjourned:

John Colvin moved to adjourn. Harry Brady 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> |
| Net Income | <u><u>-81,372.27</u></u> |

Huron County Airport Authority

Airport Profit & Loss YTD

January through November 2019

12/06/2019
Cash
Basis
Jan - Nov
19

Ordinary Income/Expense

Income

| | |
|-------------------------------|-----------------|
| Airport Closure | 10,000.00 |
| Commercial Office Rent | 7,200.00 |
| Fuel Sales | 75,219.15 |
| Hangar Rent | 45,182.06 |
| Legal Reimbursement | 3,756.65 |
| Overnight Fees | 190.00 |
| Public Records Request Income | 48.30 |
| Utilities Reimbursement | <u>3,357.62</u> |

Total Income 144,953.78

Expense

| | |
|------------------------|------------------|
| Attorney Fees | 2,600.00 |
| Bank Service Charges | 50.00 |
| Cleaning / Sump | 2,500.00 |
| Credit Card Processing | 1,800.00 |
| 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 203.30

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 5,239.65

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>132,541.80</u> |
| Net Ordinary Income | <u>12,411.98</u> |
| Net Income | <u><u>12,411.98</u></u> |

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

10:30 AM

12/06/2019

Cash

Basis

Jan - Nov

19

| | |
|-------------------------|--------------------------|
| Ordinary Income/Expense | |
| Income | |
| FAA Grant | 54,518.00 |
| ODOT Grant | <u>10,485.69</u> |
| Total Income | 65,003.69 |
| Expense | |
| FAA Grant Expense | <u>158,787.94</u> |
| Total Expense | <u>158,787.94</u> |
| Net Ordinary Income | <u>-93,784.25</u> |
| Net Income | <u><u>-93,784.25</u></u> |

Huron County Airport Authority

Invoice Approval

Date: 1/10/2021

Meeting: 1/11/2021

| Company | Date | Amount | Purchase | |
|---------------------|------------|------------------------|---------------------------------|-----|
| Albrecht, Bill | 1/1/2021 | 400.00 | EPA Reporting - 2020 December | |
| Beck Aviation | 1/1/2021 | 151.25 | Maintenance - 2020 December | |
| Ferrelgas | 11/26/2020 | 1,698.10 | 203.2 / 366.26 Gallons | |
| Frontier | | | Service 12/28/2020 - | |
| Communications | 1/1/2021 | 150.73 | 01/27/2021 | EFT |
| Holtz, Mary | 1/1/2021 | 184.00 | Pump / Lysol | |
| Northern Ohio Rural | | | | |
| Water | 12/22/2020 | 164.15 | Service 11/16/2020 - 12/15/2020 | |
| Norwalk Ace | 12/31/2020 | 6.12 | Clamps | |
| Ohio Business | | | | |
| Gateway | 11/5/2020 | 32.21 | December 2020 Sales Tax | EFT |
| Ohio Edison | 12/31/2020 | 561.60 | 2020 December Service | EFT |
| Vaughn, Linda | 1/1/2021 | <u>200.00</u> | 2020 December Service | |
| | | <u><u>3,548.16</u></u> | | |