

WAYNE MUNICIPAL
AIRPORT AUTHORITY
AGENDA
July 12, 2021
5:30 p.m.

1. Call to Order

Anyone desiring to view the Open Meetings Act may do so. The document is available for public inspection and is located on the east wall of the Airport Terminal Meeting Room.

The Airport Authority reserves the right to adjourn into executive session as per Section 84-1410 of the Nebraska Revised Statutes.

Public Comments - Anyone desiring to speak on an agenda item is invited to do so, and should limit themselves to three minutes after being recognized by the Chair.

2. Pledge of Allegiance

3. Approval of Minutes

4. Approval of Claims

5. New Business

- Preliminary budget discussion
- Resolution 2021-2 Preliminary Levy Allocation Request from City of Wayne
- Discussion/possible action re: hay bale offer
- Discussion/possible action to direct staff to apply for ARGP grant

6. Old Business

- Parallel taxiway to runway 18/36 paving & lighting update
- Discussion/possible action on maintenance/corporate hangar
- Discussion/possible action on farm ground
- Discussion/update on STOL event
- Discussion/possible action on jet fuel truck
- Flight simulator/club update

7. Airport Manager Comments

8. Adjourn

WAYNE MUNICIPAL AIRPORT AUTHORITY

June 14, 2021

5:30 P.M.

The regular meeting of the Airport Authority of the City of Wayne was called to order on the above date and time at the Nancy Braden Terminal Building by Chairman Travis Meyer. The following members were present: Travis Meyer, Scott Hammer, Mark Putnam and Tom Schmitz. Also attending the meeting were Beth Porter Airport Authority Treasurer, Karma Schulte, Jim and Sandy Hoffman Becker Flying Service, Drake Harrington Olsson Inc. Scott Morgan and Dave Zach.

Approval of the May 2021 minutes: Scott Hammer made motion to approve with correction, Drake Harrington. Travis Meyer 2nd, Roll was called with yeas. Travis Meyer, Scott Hammer, Mark Putnam and Tom Schmitz. Nays, none.

Approval of claims: Travis Meyer made motion to approve, Mark Putnam 2nd. Roll was called with yeas. Travis Meyer, Scott Hammer, Mark Putnam and Tom Schmitz. Nays, none.

New business: None.

Old business:

18/36 update: Drake Harrington with Olsson Inc. gave the report, the project is moving along.
Maintenance/Corporate hangar: Discussion followed, keep on the agenda for future discussion.

Farm lease update: We have 131.9 acres farmable @ \$205.00 per acre. Motion was made by Scott Hammer to contract/lease farmland, Tom Schmitz 2nd. Roll was called with yeas. Travis Meyer, Scott Hammer, Mark Putnam and Tom Schmitz. Nays, none.

STOL event: ZOOM meeting will be held June 17th (Thursday) wrap up and discuss next year, discussion followed.

Jet fuel truck: Needs power steering pump, new are not available looking for a used replacement.

Flight simulator update: Just added a new flying member. New avionics planned for the Cherokee, possibly November/December. Would like to be on the list for a heated hangar.

Airport manager comments: Jim Hoffman reported on the Ford courtesy vehicle that the AC is not working, fuse has been pulled for the lighting system as it is draining the battery. Aircraft fuel pump needs to be recalibrated. Karma Schulte to get information on a van that is for sale in Hartington.

Adjournment: Travis Meyer adjourned the meeting at 7:13.

Thomas R Schmitz
Acting Secretary

WAYNE AIRPORT AUTHORITY
BANK SUMMARY
CHECKING ACCOUNT
JUNE 30, 2021

PREVIOUS BALANCE 1,135,620.98

DEPOSITS:

Interest on checking account	41.09
Avgas	8,242.87
County Treasurer	5,977.74
Accounts receivable	2,434.60
State of NE	174,222.50

190,918.80

TOTAL AVAILABLE 1,326,539.78

CLAIMS:

Claims Paid June 1,253,623.45

BOOK BALANCE AS OF JUNE 30, 2021 72,916.33

Plus Outstanding Checks 321.94

Less Outstanding Deposits 0.00

BANK BALANCE AS OF JUNE 30, 2021 73,238.27

Airport Money Market Account

Date	Transaction	Average Rate	Transaction Amount	Balance
3/18/2019	Opening Balance		\$ 1,000,000.00	\$ 1,000,000.00
3/29/2019	Interest earned	1.83	\$ 702.15	\$ 1,000,702.15
4/30/2019	Interest earned	1.83	\$ 1,506.26	\$ 1,002,208.41
5/31/2019	Interest earned	1.83	\$ 1,558.85	\$ 1,003,767.26
6/28/2019	Interest earned	1.83	\$ 1,510.87	\$ 1,005,278.13
7/31/2019	Interest earned	1.83	\$ 1,563.63	\$ 1,006,841.76
8/31/2019	Interest earned	1.73354	\$ 1,483.46	\$ 1,008,325.22
9/30/2019	Interest earned	1.68666	\$ 1,398.78	\$ 1,009,724.00
10/31/2019	Interest earned	1.60	\$ 1,373.02	\$ 1,011,097.02
	Transfer to checking cost of flight simulator			
11/19/2019			\$ (92,779.00)	\$ 918,318.02
11/29/2019	Interest earned	1.52	\$ 1,218.18	\$ 919,536.20
12/31/2019	Interest earned	1.50	\$ 1,172.19	\$ 920,708.39
1/31/2020	Interest earned	1.50	\$ 1,170.47	\$ 921,878.86
2/28/2020	Interest earned	1.50	\$ 1,096.30	\$ 922,975.16
3/31/2020	Interest earned	1.33225	\$ 1,042.07	\$ 924,017.23
4/30/2020	Interest earned	0.88916	\$ 673.68	\$ 924,690.91
5/31/2020	Interest earned	0.807	\$ 632.26	\$ 925,323.17
6/30/2020	Interest earned	0.807	\$ 612.27	\$ 925,935.44
7/31/2020	Interest earned	0.707	\$ 554.63	\$ 926,490.07
8/31/2020	Interest earned	0.707	\$ 554.97	\$ 927,045.04
	Transfer to checking cost of jet fuel truck			
9/28/2020			\$ (28,500.00)	\$ 898,545.04
9/30/2020	Interest earned	0.707	535.73	\$ 899,080.77
	Transfer to checking cost of loan to flying club, retro flying club employment agreement, and OGP 1st payment			
10/12/2020			\$ (183,525.00)	\$ 715,555.77
10/30/2020	Interest earned	0.62493	\$ 421.41	\$ 715,977.18
11/30/2020	Interest earned	0.548	\$ 321.67	\$ 716,298.85
12/31/2020	Interest earned	0.548	\$ 332.55	\$ 716,631.40
1/31/2021	Interest earned	0.548	\$ 333.61	\$ 716,965.01
2/28/2021	Interest earned	0.548	\$ 301.46	\$ 717,266.47
3/31/2021	Interest earned	0.50009	\$ 304.71	\$ 717,571.18
4/30/2021	Interest earned	0.449	\$ 264.86	\$ 717,836.04
5/31/2021	Interest earned	0.31696	\$ 193.27	\$ 718,029.31
6/30/2021	Interest earned	0.15	\$ 88.53	\$ 718,117.84

WAYNE MUNICIPAL
AIRPORT AUTHORITY
July 12, 2021

Ck # 8100	A&R Construction- Estimate #5	157,876.00
Ck # 8101	Ace Hardware- Flowers	17.97
Ck # 8102	American Broadband- Telephone	93.86
Ck # 8103	Appeara- Rugs & mops	92.91
Ck # 8104	Becker Flying Service – Managers contract.....3,000.00 Less FBO lease (100.00) Less storage bldg. (61.00)	2,839.00
Ck # 8105	Bomgaars-Flowers, hose, bolts, nuts, paint.....	376.15
Ck # 8106	Carhart- Fasteners	8.67
Ck # 8107	CenturyLink- DSL	88.99
Ck # 8108	Chesterman Co- Rental	7.00
Ck # 8109	City of Wayne AWOS.....20.45 Apron lighting.....35.61 House269.12 Terminal/hangar.....809.69 Shop.....110.21 Office & irrigation367.98 Data plan iPad.....40.01 Office supplies16.12 Insurance.....2,200.33 Treasurer’s fee500.00	4,369.52
EFT	Department of Aeronautics – Hangar Loan H06.....1,182.00 Hangar Loan H07.....1,391.00 AWOS.....383.33	2,956.33
Ck # 8110	Jim Hoffman- Digital TV	50.54
Ck # 8111	Northeast Nebraska Aviators Inc.-Employment Agmt. July 2021	2,200.00
EFT	Verizon – Cell phone	112.09
	TOTAL	\$171,089.03

**WAYNE MUNICIPAL AIRPORT
CASH BALANCES**

BEGINNING CASH BALANCE 2020	975,692
PROJECTED REVENUES 2020-21	2,316,320
PROJECTED EXPENDITURES 2020-21	<u>2,626,932</u>
ESTIMATED CASH RESERVE 2021	<u>665,080</u>

PROPOSED REVENUES 2021-2022	684,099
PROPOSED EXPENDITURES 2021-2022	<u>1,209,271</u>
ESTIMATED CASH RESERVE 2022	<u>139,908</u>

WAYNE MUNICIPAL AIRPORT

REVENUE BUDGET		ACTUAL	ACTUAL	BUDGET	PROJECTED YE	BUDGET
		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
700-100-312000	Property Taxes	80,790	82,201	89,687	84,231	93,341
700-100-312001	Property tax credit state	3,720	4,637	0	4,603	0
700-100-312003	Personal Property tax Relief Collection	622	463	0	67	0
700-100-312004	Public Service Personal Property Tax Collection	0	0	0	0	0
700-100-351000	Homestead Exemption	2,460	2,169	0	1,606	0
700-105-355000	Motor Vehicle Prorate Tax Alloc.	187	159	170	135	170
700-106-421000	Interest on Investments	11,498	10,970	5,000	4,113	4,000
700-106-421004	Interest on Flying Club Loan				2,949	2,837
700-591-342000	Federal Grants	798,245	533,053	2,250,000	2,013,000	400,000
700-591-342002	FEMA Reimbursements		84,132	0	5,609	0
700-591-358000	State Grants	0	0	0	0	0
700-591-358001	Due from NEMA	0	17,062	14,022	14,022	0
700-591-390000	Aerial Applicators permit	2,000	2,000	2,000	2,000	2,000
700-591-391000	Rentals	37,236	43,596	42,933	42,933	42,933
700-591-392000	Farm Income	47,175	43,289	39,013	27,039	25,000
700-591-393000	Av gas sales	105,372	72,131	110,000	105,000	110,000
700-591-394000	Miscellaneous	0	4,874	100	2,879	0
700-591-394001	Tradewind Energy	1,200,000	0	0	0	0
700-591-422000	Bond proceeds		0	0	0	0
700-591-428012	Flying Club Loan Principal		2,119	0	3,706	3,819
700-591-429000	Utility Reimbursement	2,982		0	2,428	0
700-591-430000	Loan Proceeds	135,982	30,895	0	0	0
TOTAL AIRPORT FUND		2,428,269.24	933,751.29	2,552,925.00	2,316,319.87	684,099.17

WAYNE MUNICIPAL AIRPORT

EXPENDITURE BUDGET

	ACTUAL 2018-2019	ACTUAL 2019-2020	BUDGET 2020-2021	PROJECTED YE 2020-2021	BUDGET 2021-2022	
700-591-20000	Air Utilities	22,300	23,768	27,000	25,149	27,000
700-591-21000	Air Telephone/Telegraph	3,083	4,235	4,300	4,240	4,500
700-591-24000	Air Other Contractual Services	39,000	42,000	42,000	92,600	68,400
700-591-24004	Hangar/Terminal Loan	14,184	16,923	30,864	30,876	30,880
	TOTAL CONTRACTUAL SERVICES	78,567.05	86,926	104,164	152,865	130,780
700-591-30000	Air Office Supplies	39	31	125	50	125
700-391-31000	Air Printing	0	152	100	175	200
700-591-32000	Air Publications	219	489	750	940	750
700-591-33000	Air - promotions& advertising	1,902	243	20,000	17,000	20,000
700-591-35000	Air Postage	175	110	500	200	500
700-591-37000	Air Professional Services	7,982	8,654	9,600	120,000	70,000
700-591-38000	Air Insurance	22,478	23,607	27,977	29,644	32,608
700-591-43000	Air Communication Maintenance	0	0	200	0	200
700-591-44000	Air Rents & Leases	4,600	4,600	4,608	4,600	4,608
700-591-45000	Air Miscellaneous	126	4,314	150	0	150
700-591-47000	Air Memberships & Dues	350	350	350	350	350
700-591-48000	Air Travel, Conferences, Meetings	688	954	2,000	1,000	2,000
700-591-55000	Air Vehicle Maintenance	484	1,824	5,000	2,000	5,000
700-591-56000	Air Vehicle Expenses	1,959	1,828	5,000	2,608	5,000
700-591-56001	Air - AvGas	100,838	45,169	105,000	100,000	105,000
700-591-57000	Air Equipment Maint./Op. Exp.	12,463	16,450	15,000	15,000	17,000
700-591-58000	Air Maintenance Building & Grounds	30,100	16,707	15,000	12,000	15,000
700-591-70014	Loan to Flying Club				100,000	0
	TOTAL COMMODITIES	184,405.62	125,482.58	211,360.00	405,567.53	278,491.31
700-591-80000	Air Improvements Buildings	39,658	0	300,000	38,500	200,000
700-591-83000	Air Machinery & Equipment	86,589	148,630	300,000	30,000	200,000
700-591-84700	Air Improvements & Extensions	887,140	559,900	2,500,000	2,000,000	400,000
700-591-84703	Hangar approaches	215,844	22,552	0	0	0
	TOTAL AIRPORT FUND	1,229,230.89	731,082	3,100,000	2,068,500	800,000
	TOTAL CAPITAL OUTLAY	1,492,203.56	943,490	3,415,524	2,626,932	1,209,271

PRELIMINARY LEVY ALLOCATION FROM CITY OF WAYNE
RESOLUTION NO. 2021-2

WHEREAS, Nebraska Statute 77-3443 (3) requires all political subdivisions subject to city levy authority to submit a preliminary request for levy allocation to the city council; and

WHEREAS, the Wayne City Council is the levy authority for the Wayne Municipal Airport.

NOW, THEREFORE BE IT RESOLVED that the following is said Board's tax request for budget year 2021-2022:

FUND TAX REQUEST	
General Fund	<u>\$ 63,408</u>
TOTAL	\$ 63,408

BE IT FURTHER RESOLVED that said Public Airport has repayment of Interest-Free Loans from the Department of Aeronautics for \$30,876 and this amount is not included in the above tax request as allowed by law.

NOW, THEREFORE BE IT RESOLVED that the following is said Board's tax request for budget year 2021-2022:

TOTAL

Motion by _____ to adopt Resolution NO. 2021-2. Seconded by _____.

Voting yes were: _____

Voting no were: _____

Motion carried.

Date this 12th day of July, 2021.

Chairman

Secretary

Beth Porter - Re: Farm ground at airport

From: Jason Heithold <jheithold@hotmail.com>
To: Beth Porter <bporter@cityofwayne.org>, Travis Meyer <tnlmeyer@msn.com>
Date: 6/22/2021 8:59 AM
Subject: Re: Farm ground at airport

I baled the grass hay along the runways last week. I got a total of 42 bales, so 40% is 16.8 bales being the airports share. Looks like the market for that kind of hay is around \$80 per bale. Let me know if that is ok with the board and I will send a check for the airports share. Thanks,
 Jason

From: Beth Porter <bporter@cityofwayne.org>
Sent: Friday, June 18, 2021 11:02 AM
To: Jason Heithold <jheithold@hotmail.com>
Subject: Re: Farm ground at airport

Jason,
 I notified the board of the farmable acres at the recent board meeting. I've attached the minutes showing the acceptance of 131.90 acres.
 Full payment of \$27,039.50 will be due by September 1, 2021.
 Thanks for working with us on this.

Beth Porter
 Finance Director
 City of Wayne
 402-375-1733

>>> Jason Heithold <jheithold@hotmail.com> 6/10/2021 9:22 AM >>>
 I came up with 131.9 acres

From: Beth Porter <bporter@cityofwayne.org>
Sent: Tuesday, June 1, 2021 1:50 PM
To: Jason Heithold <jheithold@hotmail.com>
Subject: Re: Farm ground at airport

Jason,
 The airport board will be meeting on June 14th. I just wanted to touch base with you regarding the number of farmable acres on the airport ground. Do you have an amount of acres that you were able to farm following the Mayday event? I can notify the board at the upcoming meeting.
 Thanks,

From: "Hyatt, Ed (FAA)" <Ed.Hyatt@faa.gov>
To: "bporter@cityofwayne.org" <bporter@cityofwayne.org>
CC: "9-ARP-ACE-Grants (FAA)" <ACEgrants@faa.gov>
Date: 6/22/2021 10:28 AM
Subject: FAA ARPA Funding Information For Wayne Municipal/ Stan Morris Field - LCG
Attachments: NE LCG - SF424 Unsigned.pdf

Dear Airport Sponsor:

As announced by the Secretary of Transportation on June 22, 2021, your airport is eligible for funds under the American Rescue Plan Act 2021 (Public Law 117-2) (ARPA). The purpose of these funds is to provide economic relief to airports in response to the COVID-19 pandemic. The FAA will distribute these grants under the new Airport Rescue Grant Program (ARGP).

Accepting an ARGP grant does not affect your ability to receive Airport Improvement Program grants.

The attached Application for Federal Assistance (OMB SF-424) is prepopulated with general airport information for your airport. These funds are to be used for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. Any airport development must be directly related to combating the spread of pathogens at the airport. If you intend to use funds for development, please work with your Region or Airports District Office prior to beginning the project.

If you are the sponsor of a primary airport, an application for an ARGP concessions relief grant may follow.

For submission of ACRGP Applications for Federal Assistance (OMB SF-424), send the signed application to ACEgrants@faa.gov with your State and location identifier (LOC ID) as the first 5 characters of the subject line and file name i.e. NE ARGP Application.

The deadline to apply for these funds is November 30, 2021. If you do not want to receive these ARGP funds, please respond to this email. In your response, please state that you do not wish to receive ARGP funds and the reason why you are declining the funds.

To facilitate the FAA offering an AGRP grant, please contact your Region or Airports District Office if your airport grant signatories have changed. We are available to assist you in any way possible. Please contact us if you have any questions or concerns about this application. In addition, there is detailed information, including Frequent Asked Questions about the Airport Rescue Grant Program, at https://urldefense.proofpoint.com/v2/url?u=https-3A__www.faa.gov_airports_airport-5Frescue-5Fgrants_&d=DwIFAg&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpgnVfiiMM&r=LywI8UytxBLjvWNOJd23ek37oZIC-5QLB18Ix177CmI&m=4S9NuInDvj5PcgUSa6QGfvu6Sab9VF5cgwZF9iM7sqe&s=UEKazBELun6qXC_9ECDXMYd5YEEBO_qJkebDu3DSPzI&e=. Specific questions about the program can be sent to CARESAirports@faa.gov.

Thank you.

Ed Hyatt, P.E.
Manager of Planning and Engineering ACE-630 Federal Aviation Administration
901 Locust, Room 364
Kansas City, MO 64106-2325
Phone: 816-329-2605
Fax: 816-329-2610

Application for Federal Assistance SF-424

*1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

*2. Type of Application * If Revision, select appropriate letter(s):

- New
- Continuation *Other (Specify) _____
- Revision

*3. Date Received:

NA

4. Applicant Identifier:

LCG (Wayne Municipal/ Stan Morris Field) Wayne, NE

*5b. Federal Entity Identifier:

31-0086

*5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: Wayne Airport Authority

*b. Employer/Taxpayer Identification Number (EIN/TIN):

~~47-0494233~~ 47-6006407

*c. Organizational DUNS:

03-117-2505

d. Address:

*Street 1: P.O. Box ~~188~~ 8

Street 2: _____

*City: Wayne

County/Parish: _____

*State: NE

Province: _____

*Country: USA: United States

*Zip / Postal Code ~~68739~~ 68787

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Ms. *First Name: Beth

Middle Name: _____

*Last Name: Porter

Suffix: _____

Title: Finance Director

Organizational Affiliation:

*Telephone Number: (402) 375-1733

Fax Number:

*Email: bporter@cityofwayne.org

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

X. Airport Sponsor

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

NA

*Title:

NA

13. Competition Identification Number:

NA

Title:

NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

\$32,000 for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: 1

*b. Program/Project: 3

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: NA

*b. End Date: NA

18. Estimated Funding (\$):

*a. Federal	_____	\$32,000
*b. Applicant	_____	\$0
*c. State	_____	\$0
*d. Local	_____	\$0
*e. Other	_____	\$0
*f. Program Income	_____	\$0
*g. TOTAL	_____	\$32,000

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on ____.
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E. O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Ms. *First Name: Beth

Middle Name: _____

*Last Name: Porter

Suffix: _____

*Title: Finance Director

*Telephone Number: (402) 375-1733

Fax Number:

* Email: bporter@cityofwayne.org

*Signature of Authorized Representative:

*Date Signed: