

WAYNE MUNICIPAL
AIRPORT AUTHORITY
AGENDA
July 11, 2022
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 2022-1 Preliminary Levy Allocation Request from City of Wayne
- Discussion/possible action re: hay bale offer

6. Old Business

- Parallel taxiway to runway 18/36 paving & lighting update
- Discussion/possible action on maintenance/corporate hangar
- Discussion/update on engineer selection process
- Discussion/update on STOL event
- Discussion/possible action on jet fuel truck
- Flight simulator/club update
- Discussion/possible action regarding light poles at end of runway
 - i. Matt Sorensen with Northeast Power will be present

7. Airport Manager Comments

8. Adjourn

WAYNE AIRPORT AUTHORITY
BANK SUMMARY
CHECKING ACCOUNT
JUNE 30, 2022

PREVIOUS BALANCE 59,605.19

DEPOSITS:

Interest on checking account	7.54
Avgas	8,415.58
County Treasurer	6,353.84
Accounts receivable	1,384.60
	16,161.56

TOTAL AVAILABLE 75,766.75

CLAIMS:

Claims Paid June 28,039.71

BOOK BALANCE AS OF JUNE 30, 2022 47,727.04

Plus Outstanding Checks 7,037.18

Less Outstanding Deposits 0.00

BANK BALANCE AS OF JUNE 30, 2022 54,764.22

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
11/19/2019	Transfer to checking cost of flight simulator		\$ (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
9/28/2020	Transfer to checking cost of jet fuel truck		\$ (28,500.00)	\$ 898,545.04
9/30/2020	Interest earned	0.707	\$ 535.73	\$ 899,080.77
10/12/2020	Transfer to checking cost of loan to flying club, retro flying club employment agreement, and OGP 1st payment		\$ (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
7/31/2021	Interest earned	0.15	\$ 91.49	\$ 718,209.33
8/31/2021	Interest earned	0.0887	\$ 54.11	\$ 718,263.44
9/30/2021	Interest earned	0.05	\$ 29.52	\$ 718,292.96
10/31/2021	Interest earned	0.05	\$ 30.50	\$ 718,323.46
11/30/2021	Interest earned	0.05	\$ 29.52	\$ 718,352.98
12/31/2021	Interest earned	0.05	\$ 30.51	\$ 718,383.49
1/31/2022	Interest earned	0.05	\$ 30.51	\$ 718,414.00
2/28/2022	Interest earned	0.05	\$ 27.56	\$ 718,441.56
3/14/2022	Transfer to checking Est #8- Final & Est #25- Final		\$ (91,137.85)	\$ 627,303.71
3/31/2022	Interest earned	0.05	\$ 28.26	\$ 627,331.97
4/30/2022	Interest earned	0.05	\$ 25.78	\$ 627,357.75
5/9/2022	Transfer to checking OGP contract costs for 2022 Mayday event		\$ (61,628.25)	\$ 565,729.50
5/31/2022	Interest earned	0.05	\$ 24.70	\$ 565,754.20
6/30/2022	Interest earned	0.05	\$ 23.25	\$ 565,777.45

WAYNE MUNICIPAL AIRPORT AUTHORITY

June 13, 2022

5:31 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, Mark Putnam and Tom Schmitz. Also attending the meeting were Beth Porter Airport Authority Treasurer, Tom Becker, Karma Schulte, Jim Hoffman (Becker Flying Service) and Dave Zach.

Approval of May minutes: Motion was made by Travis Meyer to approve with correction, change from 55" TV to 65", 2nd by Mark Putnam. Vote – Travis Meyer Yea, Mark Putnam Yea and Tom Schmitz Yea. No Nays. Motion carried.

Approval of claims: additional claims were presented, Marty Marx requested \$350 for replanting, hold off for insurance carrier and for other charges pertaining to the plane crash. Motion was made to approve by Travis Meyer, 2nd by Mark Putnam. Vote – Travis Meyer yea, Mark Putnam yea and Tom Schmitz yea. Nays, none.

New business: Hangar loan application, Curt sent Beth the Hangar Loan Application. Must have 30% of the 10% of the cost as collateral. Motion was made to approve by Mark Putnam and 2nd by Travis Meyer. Vote – Travis Meyer yea, Mark Putnam yea, Tom Schmitz yea. Nays, none. Engineer selection for the next 5 years, committee to consist of Beth Porter and two authority members. Mark Putnam made a motion to appoint Dave Ley and Scott Hammer to the committee, 2nd Tom Schmitz. Vote - Travis Meyer yea, Mark Putnam yea, Tom Schmitz yea. Nays, none.

Old business: Runway 18/36, none.

Light poles at the end of runway, discussion, Have Northeast Power District come to the next meeting.

Maintenance/corporate hangar, discussion of adjusting rates and confirming corporate renter's interest.

MayDay STOL, bills are still coming in. Will see where we are at, check in on insurance coverages.

Jet fuel truck, State to be certifying use.

Simulator - have been getting new members.

Airport manager comments: The TV is in the shop. Chicken Days, are we having Young Eagles rides? Possibly check with Scott Morgan. (After the meeting Scott Morgan responded that the Young Eagles has been registered with the Chicken Days committee)

Adjournment: With no other business Travis Meyer adjourned the meeting at 6:12pm.

Respectfully submitted by,
Tom Schmitz

WAYNE MUNICIPAL
AIRPORT AUTHORITY

July 6, 2022

Ck # 8318 Sapp Bros Petroleum- Avgas 29,273.13

July 11, 2022

Ck # 8319 Ace Hardware- Cargo strap..... 151.96

Ck # 8320 American Broadband- Phone/internet..... 303.86

Ck # 8321 Appera- Rugs & mops..... 97.41

Ck # 8322 Becker Flying Service –
 Managers contract.....3,000.00
 Less FBO lease (100.00)
 Less storage bldg. (61.00)2,839.00

EFT Black Hills Energy- Natural gas292.08

Ck # 8323 Bomgaars- Flowers, tie downs, gauge, gloves, potting soil, stem valve..... 186.76

Ck # 8324 City of Wayne
 AWOS.....19.37
 Apron lighting.....28.99
 House153.23
 Terminal/hangar.....775.62
 Shop.....110.61
 Office & irrigation290.33
 Lift station.....72
 Data plan iPad.....40.01
 Measuring wheel.....69.99
 Postage.....11.13
 Insurance.....2,484.94
 Treasurer’s fee500.00
 4,484.94

EFT Department of Aeronautics –
 Hangar Loan H06.....1,182.00
 Hangar Loan H07.....1,391.00
 AWOS.....383.33
 2,956.33

Ck # 8325 Elkins Portable Restroom- STOL event portable restrooms2,320.00

Ck # 8326 John Deere Financial- Tire/wheel assembly & service FM1015R1,811.07

Ck # 8327 Lutt Oil- Fuel for STOL event361.72

Ck # 8328 Northeast Nebraska Aviators Inc.-Employment Agmt. July 2022.....2,200.00

EFT Verizon – Cell phone77.12

TOTAL\$47,355.38

**Airport Authority approved monetary support not to exceed \$50,000
towards 2022 Mayday event at 3/14/22 Airport Authority Mtg**

FY 21-22

12/13/2021	Milo Meyer	\$ 3,357.50	Dirt work for STOL event	Ck # 8199
3/14/2022	CopyWrite	\$ 164.00	Posters	Ck # 8249
5/9/2022	Andrea Zara	\$ 165.73	Reimburse SDL fee	Ck # 8272
5/9/2022	Bearcom	\$ 645.00	Rental MAYDAY event	Ck # 8274
5/9/2022	Midwest Sound	\$ 1,890.00	50% deposit MAYDAY event	Ck # 8280
5/18/2022	Crossroads- ATOLL Productions	\$ 4,000.00	Concert performance	Ck # 8288
5/24/2022	Total Graphics	\$ 4,580.00	Banners, shirts, signs	Ck # 8289
5/26/2022	Heartland Beverage	\$ 230.00	Bunker/wagon rental	ACH
6/13/2022	Mr Golfcart	\$ 74.55	Used tires	Ck # 8306
6/13/2022	Mr Golfcart	\$ 2,806.30	Rental MAYDAY event	Ck # 8306
6/13/2022	Pork Belly Ventures LLC	\$ 3,800.00	Shower rental	Ck # 8311
6/13/2022	Bearcom	\$ 555.00	Mayday event radio rental	Ck # 8292
6/13/2022	Innovative Protectives	\$ 346.51	Tarp	Ck # 8300
6/13/2022	Midwest Sound	\$ 1,890.00	Remaining balance Mayday event	Ck # 8305
6/13/2022	City of Wayne (Lutt Oil)	\$ 307.92	Fuel for generator	Ck # 8297
6/13/2022	Odeys	\$ 742.00	Paint	Ck # 8309
6/13/2022	Pac N Save	\$ 19.96	Bakery items	Ck # 8310
6/13/2022	Waste Connections	\$ 709.75	Mayday trash removal	Ck # 8316
7/11/2022	Lutt Oil	\$ 361.72	Fuel Mayday event	Ck #8327
7/11/2022	Elkins Portable Restrooms	\$ 2,320.00	Portable restrooms	Ck # 8325
7/5/2022	Avgas	\$ 1,078.06	211.80 gallons avgas	JN 11811
		\$ 30,044.00		

OGP LLC Contract- Board approved moving forward with year 2 contract at June 29, 2021 meeting

10/11/2021	OGP LLC	\$ 10,207.75	Year two contract execution half	Ck # 8167
2/14/2022	OGP LLC	\$ 10,207.75	Second half contract execution	Ck #8242
4/11/2022	OGP LLC	\$ 10,207.75	Milestone 1&2	Ck # 8268
4/11/2022	OGP LLC	\$ 7,500.00	STOL Drag Addendum #1 1st 1/2	Ck # 8268
5/9/2022	OGP LLC	\$ 10,207.00	Milestone 3 & final payment	Ck # 8286
5/9/2022	OGP LLC	\$ 7,500.00	STOL Drag Addendum #1 2nd 1/2	Ck # 8286
5/9/2022	OGP LLC	\$ 5,798.00	Addendum #2 Lodging, etc	Ck # 8286
		\$ 61,628.25		

Mayday STOL Revenue

5/13/2022	WSC	\$ (1,000.00)	Sponsorship	
5/16/2022	AOPA	\$ (2,500.00)	Sponsorship	
		\$ (3,500.00)		
		\$ 88,172.25	FY 21-22 Total	

**WAYNE MUNICIPAL AIRPORT
CASH BALANCES**

BEGINNING CASH BALANCE 2021	818,142
PROJECTED REVENUES 2021-22	674,173
PROJECTED EXPENDITURES 2021-22	781,150
ESTIMATED CASH RESERVE 2022	<u>711,165</u>
PROPOSED REVENUES 2022-2023	286,468
PROPOSED EXPENDITURES 2022-2023	879,922
ESTIMATED CASH RESERVE 2023	<u>117,711</u>

WAYNE MUNICIPAL AIRPORT						
REVENUE BUDGET						
	ACTUAL 2019-2020	ACTUAL 2020-2021	BUDGET 2021-2022	PROJECTED YE 2021-2022	BUDGET 2022-2023	
700-100-312000	82,201	81,813	93,341	82,336	99,210	
700-100-312001	4,637	4,603	0	4,942	0	
700-100-312003	463	67	0	0	0	
700-100-312004	0		0	0	0	
700-100-351000	2,169	2,406	0	2,223	0	
700-105-355000	159	182	170	150	170	
700-106-421000	10,970	2,948	4,000	275	500	
700-106-421004		2,949	2,837	2,837	2,720	
700-591-342000	533,053	1,947,720	400,000	385,254	0	
700-591-342002	84,132	2,569	0	0	0	
700-591-358000			0	0	0	
700-591-358001	17,062		0	0	0	
700-591-390000	2,000	2,000	2,000	2,000	2,000	
700-591-391000	43,596	43,426	42,933	43,938	42,933	
700-591-392000	43,289	47,890	25,000	28,599	25,000	
700-591-393000	72,131	89,134	110,000	110,000	110,000	
700-591-394000	4,874	2,880	0	3,500	0	
700-591-394001	0		0	0	0	
700-591-422000	0		0	0	0	
700-591-428012			3,819	3,819	3,935	
700-591-429000	2,119	2,428	0	4,300	0	
700-591-430000	30,895		0	0	0	
TOTAL AIRPORT FUND	933,751.29	2,233,013.82	684,099.17	674,173.43	286,468.00	

PRELIMINARY LEVY ALLOCATION FROM CITY OF WAYNE

RESOLUTION NO. 2022-1

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 2022-2023:

FUND TAX REQUEST

General Fund	<u>\$ 69,337</u>
TOTAL	\$ 69,337

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 2022-2023:

TOTAL

Motion by _____ to adopt Resolution NO. 2022-1. Seconded by _____.

Voting yes were: _____

Voting no were: _____

Motion carried.

Date this 11th day of July, 2022.

Chairman

Secretary

Beth Porter - [External] Grass hay at airport

From: Jason Heithold <JHeithold@hotmail.com>
To: Beth Porter <bporter@cityofwayne.org>
Date: 7/1/2022 2:42 PM
Subject: [External] Grass hay at airport

Got the grass hay along the runways baled at the airport a week or two ago. I got a total of 74 bales, the airports 40% share being 29.6 I would offer \$100 a bale this year for the airport's share for a total of \$2960. I think I saw that you have a meeting maybe July 11, let me know if this is discussed and is acceptable to the board.

Thank you,
Jason Heithold

NOTICE TO AIRPORT CONSULTANTS

The Wayne Airport Authority (Sponsor) is hereby soliciting Statement of Qualifications from consultants for airfield development projects that are anticipated to occur within the next five years at the Wayne Municipal Airport (LCG) located near Wayne, Nebraska. Subject to receipt of Federal funding and/or State funding, these projects may include the following:

1. FY2023 Construct 2-Bay Corporate Hangars. Estimated Construction Cost \$1,320,000.
2. FY2024 Crack & Joint Sealing with Marking. Estimated Construction Cost \$790,000.
3. FY2026 Replace Runway 18/36 & 5/23 lights. Estimated Construction Cost \$900,000.
4. FY2026 Construct/Expand Hangars (8 stalls). Estimated Construction Cost \$850,000.

These projects have been developed from the Sponsor's Airport Capital Improvement Plan (CIP), prepared with assistance from the NDOT Division of Aeronautics. A copy of each project CIP Data Sheet will be made available upon request.

The services to be provided may include, but are not limited to, preliminary design, final design, bidding, construction observation, and incidental special services such as geotechnical/subsurface investigations and topographic surveying.

A qualification-based selection process conforming to FAA Advisory Circular 150/5100-14E *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects* will be utilized to select a consultant. Fee information will not be considered in the selection process and shall not be submitted with the Statement. Fees will be negotiated for projects as federal funds become available. The agreement(s) between the Sponsor and the selected consultant will be subject to all applicable Federal Rules and Regulations as identified in AC 150/5100-14E.

Consultants will be rated by a selection committee according to the following selection criteria and the weight given to each:

1. Capability to perform all aspects of the projects (15%) – qualifications of prime firm (and subconsultants, if any);
2. Relevant experience of key personnel from prime firm (and subconsultants, if any) and role (17%);
3. Knowledge of FAA standards, policies, and procedures (20%);
4. Recent experience with comparable projects at similarly sized airports (14%);
5. History of meeting schedules and staying within budget (14%); and
6. Understanding of the project's potential challenges and Sponsor's concerns (20%).

The Sponsor may short list up to 3 of the highest rated firms based on the submittals and conduct phone, informal, and/or formal interviews.

Statements must be concise and contain no more than twenty-eight (28) pages of material (14 sheets of paper, double sided). This excludes the front and back covers, the two-page cover letter (1 sheet of paper, double sided), table of contents, section dividers, and resumes. Consultants must submit 5 hard copies of their Statement and a PDF of their Statement (submitted via email) to the following person: Beth Porter, P.O. Box 8, Wayne, NE 68787 bporter@cityofwayne.org

All statements must be received by 5:00 p.m. on August 1, 2022. Statements received after this deadline will not be considered. The Sponsor reserves the right to reject any and/or all Statements. Submittals will become property of the Sponsor.

Statements are to be provided in a package marked with "Airport Statement of Qualifications" and the sender's name and address. Please make the email subject line: "Airport Statement of Qualifications" and request delivery/read receipts to confirm it was received on time.

Inquiries

All questions must be submitted via email to the above contact by 5:00 p.m. on July 18, 2022. Answers will be sent via reply email no later than 5:00 p.m. on July 25, 2022. For more information, please contact Beth Porter at (402) 375 1733 bporter@cityofwayne.org