

Spanish Fork/Springville Airport Board Meeting Minutes
Held Springville City Council Work Room
February 5, 2015 4:00 pm

Board Members in Attendance:

Doug Ford - Spanish Fork
Brian Park - Springville
Clair Anderson – Springville

Staff:

Cris Child – Airport Manager
Jason Sant - SF City Assistant Attorney
Dave Bradford - Airport Facilities Manager
Cory Pierce – SF City Engineering Dept.

Absent/Excused:

Dean Olsen - Springville Councilman
Keir Scoubes – Spanish Fork Councilman
Matt Taylor – Chairman - Spanish Fork

Dave Anderson – SF City Planner
Bruce Riddle – Springville City Finance

Public Attendees:

Ed Helmick - Diamond Flight Center
Gordon Jacobs - Imsar

Jim Robinson

Item 1. Minutes from the January meeting. A motion to approve the minutes was made by Clair Anderson and seconded by Brian Park. The vote was unanimous in favor.

Item 2. Facilities Report. Dave Bradford reported that the Courtesy Car is temporarily out of service and the part needed for the repair is currently unavailable.

Item 3. Financial Report. The attached Financial Report prepared by Bruce Riddle was presented by Cris Child . A motion to approve the financial report was made by Brian Park and seconded by Clair Anderson. The vote was unanimous in favor.

Item 4. Armstrong Consultants Report on upcoming projects. The attached report outlining the status and schedule of current and upcoming projects for the Airport was presented to the board by Dennis Corsi of Armstrong Consultants. Mr. Corsi indicated that he will be in attendance at the Airport Board meeting once or twice each year to present a similar report.

Item 5. Airport Board Appointments. The re-appointments of Doug Ford and Brian Park by their respective Mayors are still pending. As per City Ordinance they are currently members of the board in good standing pending their official re-appointment.

Item 6. Review program for Joint Meeting with Springville City Council - Feb 10th 5:15 to 7:00pm in Hangar 60. The Board reviewed the Economic Impact Studies as well as the listing of businesses actively using the Airport. The Joint work session with the Spanish Fork City Council has been scheduled for April 30th.

Item 7. Main Street Sign. The board is supportive of a monument sign being built at the intersection of 2050 North and Main Street. It was noted that many people currently drive along Main Street without realizing that the Airport is even there. The idea was presented that the sign at this location could be similar to the "Welcome to Spanish Fork" sign which was built on the I-15 off ramp at the north end of Spanish Fork. As for recognizing the businesses at the Airport the entrance sign at 2050 North and 300 West could be upgraded to include information about these businesses.

Other Items: none.

The meeting was adjourned at 5:18 pm. The next meeting will be held at 4pm on March 5, 2015.



ARMSTRONG

Airport Improvement Update

Spanish Fork-Springville Airport

February 2015

RECAP

2014 Runway Shift and Extend (Phase II)

Subbase, Base Course, 1st Lift Asphalt, Intersection Improvements
Goran Construction
Final Inspection 2/3/14 – Only Minor Punch List Items
Final Pay Request Being Processed

Land Acquisition

Williams #1, Williams #2, Hanson: Completed
Hansen: Nearly Complete, Awaiting Final Moving Cost Claim

CURRENT PROJECTS

2015 Runway Shift and Extend (Phase III)

Taxiway A1, Relocate RW 30 threshold, irrigation lines, taxilane,
final lifts asphalt, seal coat and marking
Goran Construction - \$1.5 million

Tentative Preliminary Schedule:

- Closure: 1 day relocate RW 30 threshold (Mid Mar)
- Relocate RW 30 Threshold to 1,480' = 4,220' available
- Construct A1: 30 days (Mar/Apr)
- Closure: 1 day relocate RW 12 threshold 500' = 3,720 available
- Paving: (14 days) (May)
- Closure: 7 days seal coat and remark (Jun)
- 30 days cure time = 6,500' available
- Closure: 1 day final marking (Jul)
- Complete = 6,500' available

Apron Rehabilitation/Reconstruction

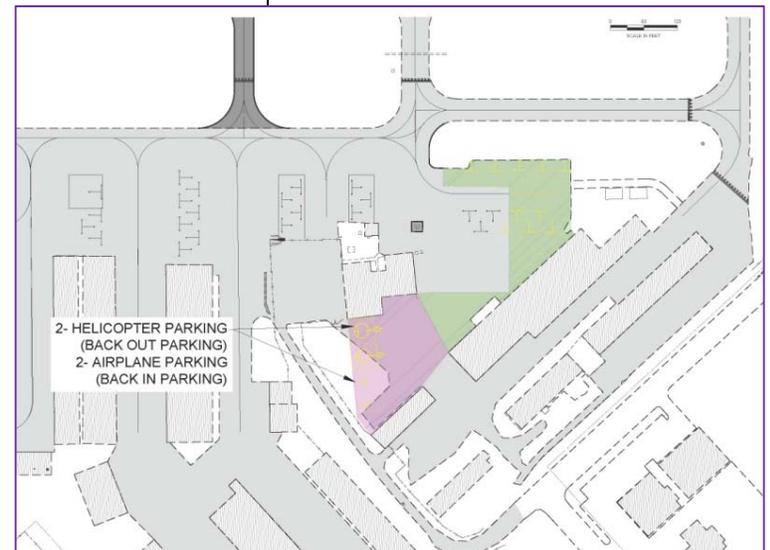
TBD - \$450,000

On-site meeting with UDOT 2/3/15
Awaiting City signatures on design contract
Design/Bid/Construct (Winter/Spring/Summer)

ON THE HORIZON

6-Year Airport Development Plan (ADP)

2016	AWOS	\$330,000
2017	Land Acquisition	\$500,000
2017	Pavement Maintenance	\$250,000
2018	Fencing	\$315,000
2019	Carryover	\$150,000
2020	SRE Building/Beacon	\$450,000
2021	Snow Removal Equipment	\$165,000



2- HELICOPTER PARKING
(BACK OUT PARKING)
2- AIRPLANE PARKING
(BACK IN PARKING)



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Spanish Fork / Springville Airport
Financial Report
Period Ended December 30, 2014

Revenues

General Fund revenues in December were \$94,022 coming primarily from hangar and tie down leases, fuel flowage fees, tie down fees and fuel tax and. Year-to-date revenues are \$110,340 which is 106% of budgeted revenue with 50% of the budget year transpired.

In the CIP Fund, there were transfers from the Airport General Fund of \$70,000. The transfer was to bring the General Fund balance down to state limits and brings year-to-date capital fund revenue to \$1,201,821.

Expenditures

General Fund transfers and expenditures for December were \$79,879. Expenditures included management contract fees, professional services and day-to-day operating expenses. Year-to-date expenditures are \$114,449, which is approximately 73% of budgeted expenditures with 50% of the budget year transpired. There is an operating deficit of \$4,109 through the end of the reporting period.

There were no capital expenditures recorded in the CIP Fund in December. Total capital expenditures for the year are \$546,484.

SPRINGVILLE CITY CORPORATION
BALANCE SHEET
DECEMBER 31, 2014

AIRPORT TRUST FUND

ASSETS

83-1111000	CASH - AIRPORT TRUST	1,397,818.74	
83-1162000	PTIF FUND - AIRPORT	124,159.54	
83-1190000	CASH ALLOCATION FROM GENERAL F	(1,515,193.28)	
83-1311000	ACCOUNTS RECEIVABLE	65,402.65	
	TOTAL ASSETS		<u>72,187.65</u>

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
83-2951000	BEGINNING OF YEAR	76,296.72	
	REVENUE OVER EXPENDITURES - YTD	(4,109.07)	
	BALANCE - CURRENT DATE		<u>72,187.65</u>
	TOTAL FUND EQUITY		<u>72,187.65</u>
	TOTAL LIABILITIES AND EQUITY		<u>72,187.65</u>

SPRINGVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2014

AIRPORT TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
83-3600-610 AIRPORT INTEREST EARNINGS	53.52	303.68	600.00	296.32	50.6
83-3600-631 AIRPORT RENTALS	80,580.02	80,580.02	79,000.00	(1,580.02)	102.0
83-3600-632 AVIATION FUEL TAX	1,518.25	4,687.96	3,000.00	(1,687.96)	156.3
83-3600-633 AIRPORT TIE DOWN FEES	11,220.00	12,740.00	11,000.00	(1,740.00)	115.8
83-3600-640 FUEL FLOWAGE FEES	649.95	4,188.20	6,000.00	1,811.80	69.8
83-3600-690 AIRPORT MISC REVENUE	.00	50.00	.00	(50.00)	.0
83-3600-691 PENALTIES	.00	(111.00)	300.00	411.00	(37.0)
83-3600-883 DONATIONS	.00	6,701.40	.00	(6,701.40)	.0
TOTAL MISCELLANEOUS REVENUE	94,021.74	109,140.26	99,900.00	(9,240.26)	109.3
<u>CONTRIBUTIONS & TRANSFERS</u>					
83-3800-650 LEASE REVENUE	.00	1,200.00	4,000.00	2,800.00	30.0
TOTAL CONTRIBUTIONS & TRANSFERS	.00	1,200.00	4,000.00	2,800.00	30.0
TOTAL FUND REVENUE	94,021.74	110,340.26	103,900.00	(6,440.26)	106.2

SPRINGVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2014

AIRPORT TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
83-4000-150 BAD DEBT EXPENSE	.00	389.00	500.00	111.00	77.8
83-4000-230 TRAVEL, DUES & CONVENTIONS	.00	275.00	2,300.00	2,025.00	12.0
83-4000-240 OFFICE EXPENSE	98.97	917.73	300.00	(617.73)	305.9
83-4000-250 AIRPORT SUPPLIES	.00	.00	300.00	300.00	.0
83-4000-251 VEHICLE FUEL	.00	.00	1,000.00	1,000.00	.0
83-4000-260 BUILDINGS & GROUNDS	4,279.55	10,824.55	15,000.00	4,175.45	72.2
83-4000-310 PROFESSIONAL FEES	3,500.00	4,000.00	4,500.00	500.00	88.9
83-4000-330 PROFESSL FEES-MANAGEMENT CONTR	2,000.00	12,000.00	24,000.00	12,000.00	50.0
83-4000-340 PROFESS FEES -MAINTENANCE CONT	.00	9,188.40	34,000.00	24,811.60	27.0
83-4000-510 INSURANCE & BONDS	.00	.00	6,000.00	6,000.00	.0
83-4000-894 EVENTS EXPENSES	.00	6,854.65	.00	(6,854.65)	.0
TOTAL EXPENDITURES	9,878.52	44,449.33	87,900.00	43,450.67	50.6
<u>TRANSFERS, OTHER</u>					
83-9000-874 TRANSFER TO CIP FUND	70,000.00	70,000.00	70,000.00	.00	100.0
TOTAL TRANSFERS, OTHER	70,000.00	70,000.00	70,000.00	.00	100.0
TOTAL FUND EXPENDITURES	79,878.52	114,449.33	157,900.00	43,450.67	72.5
NET REVENUE OVER EXPENDITURES	14,143.22	(4,109.07)	(54,000.00)	(49,890.93)	(7.6)

SPRINGVILLE CITY CORPORATION

BALANCE SHEET

DECEMBER 31, 2014

AIRPORT CIP FUND

ASSETS

85-1190000	CASH ALLOCATION FROM GENERAL F	876,960.10	
85-1311000	GRANTS RECEIVABLE	562,279.89	
	TOTAL ASSETS		<u>1,439,239.99</u>

LIABILITIES AND EQUITY

LIABILITIES

85-2110000	ACCOUNTS PAYABLE	655,709.50	
	TOTAL LIABILITIES		655,709.50

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
85-2951000	BEGINNING OF YEAR	128,193.75	
	REVENUE OVER EXPENDITURES - YTD	655,336.74	
	BALANCE - CURRENT DATE	783,530.49	
	TOTAL FUND EQUITY		<u>783,530.49</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,439,239.99</u>

SPRINGVILLE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2014

AIRPORT CIP FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CONTRIBUTIONS & TRANSFERS</u>						
85-3800-331	GRANTS FROM STATE AND FEDERAL	.00	1,131,820.94	1,312,266.00	180,445.06	86.3
85-3800-810	TRANSFER FROM GENERAL FUND	70,000.00	70,000.00	70,000.00	.00	100.0
TOTAL CONTRIBUTIONS & TRANSFERS		70,000.00	1,201,820.94	1,382,266.00	180,445.06	87.0
TOTAL FUND REVENUE		70,000.00	1,201,820.94	1,382,266.00	180,445.06	87.0

SPRINGVILLE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2014

AIRPORT CIP FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL EXPENSE</u>					
85-5000-804 RUNWAY EXTENSION 12/30 (GRADIN	.00	44,253.53	.00	(44,253.53)	.0
85-5000-805 RUNWAY EXTENSION 12/30 (PHASE	.00	502,230.67	1,374,532.00	872,301.33	36.5
TOTAL CAPITAL EXPENSE	.00	546,484.20	1,374,532.00	828,047.80	39.8
TOTAL FUND EXPENDITURES	.00	546,484.20	1,374,532.00	828,047.80	39.8
NET REVENUE OVER EXPENDITURES	70,000.00	655,336.74	7,734.00	(647,602.74)	8473.5