

**LEBANON MUNICIPAL AIRPORT COMMISSION
MINUTES OF SPECIAL CALLED MEETING
Thursday, June 10, 2021
Lebanon Municipal Airport, 200 Aviation Way**

Commissioners Present

Jeff Baines T. O. Cragwall
Deborah Baugh Ralph Mallicoat
Fred Burton William Westmoreland

Others Present

R.T. Baldwin
Pierre Boulogne
Gary Soloway

1) CALL TO ORDER – Chairman Ralph Mallicoat called the meeting to order at 4:00 p.m.

2) PROPOSED FISCAL YEAR 2021-2022 BUDGET – REVIEW RECOMMENDATION – The following proposed 21-22 budget for the airport was included in the agenda packet:

REVENUES

ACCOUNTS FOR:		2020 BUDGET	2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 YTD. 12-31-2020	INCREASE/DECREASE REQUESTED	2022 PROPOSED	% INC/DEC
124	A/P OPER BALANCE SHEET								
124	33321 STATE PMT - COVID	0.00	0.00	0.00	0.00	26,041.67	0.00	0.00	0.00
124	33339 FEMA - TORNADO	0.00	4.77	0.00	0.00	0.00	0.00	0.00	0.00
124	33409 STATE PMT - TORNADO	0.00	0.80	0.00	0.00	0.00	0.00	0.00	0.00
124	33430 STATE GRANT- A/P MAINT	14,300.00	15,000.00	15,000.00	15,000.00	14,999.99	0.00	15,000.00	0.00
124	34009 ROOM RENTALS	100.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00
124	36100 INTEREST EARNINGS	1,000.00	990.95	1,300.00	1,300.00	449.41	0.00	1,300.00	0.00
124	36215 BILLBOARD LAND RENTAL	3,500.00	2,837.11	3,500.00	3,500.00	4,037.11	500.00	4,000.00	14.00
124	36350 INSURANCE RECOVERIES	633,854.83	633,864.24	0.00	0.00	0.00	0.00	0.00	0.00
124	36940 TRANSFER FROM GENERAL	72,000.00	72,000.00	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00
124	37510 AIRPORT RENT FROM FBO	2,000.00	2,650.00	2,400.00	2,400.00	800.00	0.00	2,400.00	0.00
124	37511 AVIATION FUEL SALES	16,695.00	19,053.92	20,000.00	20,000.00	3,459.61	0.00	20,000.00	0.00
124	37512 AIRPORT T HANGER RENT	157,200.00	157,268.24	150,000.00	150,000.00	81,520.00	5,000.00	155,000.00	3.00
124	37514 WILSON CO CONTRIBUTION	25,000.00	25,000.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
124	37515 AIRPORT LARGE HANGER RE	15,000.00	15,000.00	15,000.00	15,000.00	6,250.00	0.00	15,000.00	0.00
124	37516 AIRPORT LOT LEASES	18,600.00	30,915.86	18,600.00	18,600.00	19,695.31	6,400.00	25,000.00	34.00
124	37517 EASTSIDE STORAGE HANGAR LEASE	2,400.00	0.00	2,400.00	2,400.00	0.00	0.00	2,400.00	0.00
124	37518 AIRPORT TERMINAL LEASE JECDB	31,500.00	31,500.00	31,500.00	31,500.00	15,750.00	0.00	31,500.00	0.00
124	37519 AIR TERM LEASE RMS 210/212	11,300.00	5,866.44	6,500.00	6,500.00	7,237.47	4,000.00	10,500.00	62.00
124	37520 AIR OLD EASTSIDE MAINT. HANGAR	24,000.00	0.00	24,000.00	24,000.00	0.00	0.00	24,000.00	0.00
124	37521 AIR WESTSIDE MAIN. HANGAR	36,000.00	42,125.00	36,000.00	36,000.00	12,000.00	0.00	36,000.00	0.00
124	37522 AIR OLD TERMINAL LEASE	18,500.00	18,500.00	18,000.00	18,000.00	12,000.00	2,000.00	20,000.00	11.00
TOTAL	A/P OPER BALANCE SHEET	1,082,949.83	1,072,827.33	429,200.00	429,200.00	204,240.57	17,900.00	447,100.00	4.00

OPERATION EXPENSES

ACCOUNT	OBJECT CODE	ACCT. DESCRIPTION	2020 REVISED BUDGET	2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 YTD as of 12-31-20	INCREASE/DECREASE REQUESTED	2022 PROPOSED	% INC/DEC
12452518	AIRPORT MAINTENANCE									0.00
12452518	72110	POSTAGE & SHIP	200.00	170.70	500.00	500.00	16.00		500.00	0.00
12452518	72200	PRINTING	0.00	0.00	200.00	200.00	0.00		200.00	0.00
12452518	72300	PUBLIC RELAT & NOTICES	300.00	300.00	5,200.00	5,200.00	801.33		5,200.00	0.00
12452518	72320	DUES	300.00	250.00	800.00	800.00	150.00		800.00	0.00
12452518	72400	UTILITIES	35,440.00	35,439.51	27,000.00	27,000.00	13,669.14	4,000.00	31,000.00	15.00
12452518	72401	STORMWATER FEES	15,020.00	15,020.00	7,200.00	7,200.00	5,412.50		7,200.00	0.00
12452518	72450	TELEPHONE	11,061.00	11,060.30	12,420.00	12,420.00	7,477.11	2,580.00	15,000.00	21.00
12452518	72480	TRAINING	50.00	0.00	2,250.00	2,250.00	0.00		2,250.00	0.00
12452518	72520	ENGINEERING	250.00	0.00	15,000.00	15,000.00	0.00	(10,000.00)	5,000.00	(67.00)
12452518	72600	MAINTENANCE	108,302.00	88,395.37	70,000.00	70,000.00	69,957.78		70,000.00	0.00
12452518	72610	MAINTENANCE VEHICLES	2,000.00	1,244.70	2,000.00	2,000.00	3,255.18	10,000.00	12,000.00	500.00
12452518	72790	BUSINESS MEALS	200.00	0.00	200.00	200.00	0.00	1,000.00	1,200.00	500.00
12452518	72800	TRAVEL EXPENSES	400.00	0.00	400.00	400.00	0.00		400.00	0.00
12452518	72900	CONTRACTUAL SERVCIES	25,125.00	25,124.21	15,000.00	15,000.00	11,694.74	5,000.00	20,000.00	33.00
12452518	72913	AIRPORT OPERATIONS ADM	52,812.50	51,875.01	56,212.50	56,212.50	30,625.00	1,787.50	58,000.00	3.00
12452518	72920	MANAGEMENT FEE	24,264.00	24,264.00	22,000.00	22,000.00	14,154.00	4,000.00	26,000.00	18.00
12452518	73100	OFFICE SUPPLIES	750.00	427.17	750.00	750.00	0.00		750.00	0.00
12452518	73200	OPERATING SUPPLIES	3,500.00	3,079.10	3,500.00	3,500.00	1,187.54		3,500.00	0.00
12452518	73300	REPAIR & MAINT SUPPLIES	0.00	0.00	2,000.00	2,000.00	0.00		2,000.00	0.00
12452518	73320	MOTOR VEHICEL PARTS	2,388.00	2,387.76	1,700.00	1,700.00	1,960.79	1,000.00	2,700.00	59.00
12452518	74500	RAW MATERIALS	500.00	330.00	500.00	500.00	0.00		500.00	0.00
12452518	74700	FABRICATED MATERIALS	50.00	29.16	1,000.00	1,000.00	0.00		1,000.00	0.00
12452518	75100	INSURANCE	9,627.00	9,626.12	6,507.69	6,507.69	7,178.55	1,650.39	8,158.08	25.00
12452518	75300	RENT	0.00	0.00	800.00	800.00	0.00		800.00	0.00
12452518	77991	TRANSFER TO 15 AIRPORT BD	106,460.00	106,435.05	114,240.00	114,240.00	45,270.84	(1,167.00)	113,073.00	(1.00)
12452518	77993	TRANSFER TO MAINT HANGER	54,420.00	54,418.24	54,445.00	54,445.00	27,222.30	6.00	54,451.00	0.00
TOTAL	AIRPORT MAINTENANCE	453,419.50	429,876.40	421,825.19	421,825.19	240,032.80	19,856.89	441,682.08	5.00	

