

AGENDA
LAKE CHELAN AIRPORT BOARD
November 20, 2012

1. Claim & Payroll Warrants
2. Minutes of the November 8, 2012 Airport Board Meeting
3. 2013 Airport Preliminary Budget Public Hearing 2012A-05
4. Opportunity to Cancel December 27, 2012 Meeting 2012A-06

MINUTES OF THE NOVEMBER 8, 2012
AIRPORT BOARD MEETING
Chelan City Hall, 135 East Johnson Street, Chelan, Washington

PRESENT: Airport Board President Goedde;, Airport Board Members Cooney, Harper, Higgins, Isenhart, McCardle, Morehouse, Steele; Airport Manager Schmidt, and Airport Board Secretary Gallucci.

Mr. Goedde called the meeting to order at 8:37 p.m.

WARRANTS AND MINUTES: Mr. Morehouse moved to approve Claims Warrants No. 5631 - 5635 totaling \$425.09 ; Payroll Warrants No. 2709 -2713 totaling \$2758.69; and Minutes of the October 25, 2012 Airport Board Meeting. Second by Mr. Cooney. Motion passed unanimously.

There being no further business the meeting adjourned at 8:38 p.m.

Prepared by:

Attested to:

Date approved by Airport Board:

Peri S. Gallucci
Airport Board Secretary

Robert R. Goedde
Airport Board President

AGENDA BILL NO. 2012A-005

BUSINESS OF THE LAKE CHELAN AIRPORT BOARD
CHELAN, WASHINGTON

SUBJECT: 2013 Preliminary Airport
Budget Public Hearing

FOR AGENDA OF: November 20, 2012
Revised:

ORIGINATOR: Cheryl Grant
Finance Director

DATE SUBMITTED: November 9, 2012
Revised:

APPROVED: 
Airport Manager

MEETING DATE(S) AND EXHIBITS:

November 20, 2012
1. Preliminary Budget

EXPENDITURE REQUIRED: Budget Line No.	AMOUNT BUDGETED:	APPROPRIATION REQUIRED:
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***** SUMMARY STATEMENT/ISSUES *****

The preliminary 2013 Airport Budget has been distributed to the Airport Board and Chelan County Port District and the Board now needs to have a public hearing to allow public comment on the budget. Council will consider the Airport Budget during the regular council meeting on December 13, 2012.

The budget has not changed substantially from 2012 with the exception of the continuing capital expansion work that will be funded largely through grants from the FAA and WSDOT.

- Public Hearing
- Closed Record Appeal/Decision
- Recommendation from Staff
- Quasi-Judicial Matter
- Legislative Matter
- Other: _____

Suggested Motion:

I move to recommend adoption of the 2013 Airport Budget by the City Council.

As of 9/30/2012

LAKE CHELAN AIRPORT

FUND #102	2009 Actual	2010 Actual	2011 As Amended	2011 Actual	2012 As Adopted	2012 To Date	2013 Preliminary
BEGINNING CASH BALANCE	180,737	149,653	91,145	183,535	14,500	127,459	3,600
TOTAL BEGINNING CASH BALANCE	180,737	149,653	91,145	183,535	14,500	127,459	3,600
REVENUES							
INTERGOVERNMENTAL REVENUE							
PORT DISTRICT - OPERATIONS	54,750	42,066	40,000	54,022	40,800	30,600	41,328
CITY OF CHELAN - OPERATIONS	23,465	24,038	45,426	45,426	46,150	46,150	46,842
TOTAL INTERGOVERNMENTAL REV	78,215	66,104	85,426	99,448	86,950	76,750	88,170
CHARGES FOR SERVICES							
LEASE TRANSFER FEES	300	600	300	150	300	150	300
WATER SALES	1,620	1,620	1,600	1,620	1,600	1,800	1,600
AVIATION FUEL SALES	119,314	111,188	140,000	153,094	120,000	120,012	125,000
TOTAL CHARGES FOR SERVICES	121,234	113,408	141,900	154,864	121,900	121,962	126,900
MISCELLANEOUS REVENUES							
INVESTMENT INTEREST	1,284	196	300	180	300	125	200
TIE-DOWN FEES	1,148	1,100	1,000	630	750	683	700
RENTALS & LEASES	40,151	45,069	41,000	38,174	40,000	37,370	38,000
OTHER MISC REVENUES/PENALTIES	731	1,252	1,000	404	1,000	575	600
TOTAL MISC. REVENUES	43,314	47,617	43,300	39,388	42,050	38,753	39,500
TOTAL REVENUES	242,763	227,129	270,626	293,700	250,900	237,465	254,570
TAXES							
LEASEHOLD TAX/OTHER NON REV	5,028	5,868	5,500	4,752	5,500	4,461	5,000
TOTAL TAXES	5,028	5,868	5,500	4,752	5,500	4,461	5,000
OTHER FINANCING SOURCES							
GRANTS - CAPITAL							
F.A.A.-DESIGN RUNWAY EXPANSION	37,465	104,589	64,579	26,975			16,200
F.A.A.-CONSTRUCTION RUNWAY EXPANSION			551,000		551,000	11,480	27,000
F.A.A.-REHABILITATE TAXIWAYS		101,458		2,342			
W.S.D.O.T.-DESIGN RUNWAY EXP	986	1,857	1,782	1,301			450

W.S.D.O.T.-CONST RUNWAY EXPANSION			14,500	0	14,500		750
W.S.D.O.T.-REHABILITATE TAXIWAYS		2,659		134			
TOTAL GRANTS	38,451	210,563	631,861	30,753	565,500	11,480	44,400

CAPITAL CONTRIBUTIONS/OTHER FIN. SOURCES

INSURANCE RECOVERIES						3,500	
TOTAL CAPITAL CONTRIBUTIONS	0	0	0	0	0	3,500	0
TOTAL OTHER FIN. SOURCES	38,451	210,563	631,861	30,753	565,500	14,980	44,400
TOTAL RESOURCES	466,979	593,213	999,132	512,740	836,400	384,365	307,570

EXPENDITURES	2009 Actual	2010 Actual	2011 Budget	2011 To Date	2012 As Adopted	2012 To Date	2013 Preliminary
SALARIES & WAGES	37,620	37,944	37,944	38,494	39,600	29,403	40,870
OVERTIME	476	711	600	0	500	763	500
PERSONNEL BENEFITS	17,782	18,770	17,682	15,120	18,900	11,974	19,300
SUPPLIES							
OFFICE	2,432	1,359	2,000	885	1,000	683	1,000
FUEL	2,235	3,035	3,000	2,739	2,000	924	2,000
RESALE - AVGAS	98,300	73,799	110,000	172,481	110,000	103,969	110,000
RUNWAY AND GROUNDS	6,248	5,644	7,000	4,391	7,000	5,639	7,000
BUILDING	1,936	27	2,500	679	2,500	272	2,500
EQUIPMENT PARTS	1,719	1,114	2,000	230	2,000	272	2,000
OTHER OPERATING/SMALL TOOLS	526	891	500	726	500	686	500
TOTAL SUPPLIES	113,396	85,870	127,000	182,132	125,000	112,447	125,000
OTHER SERVICES & CHARGES							
PROFESSIONAL SERVICES	1,847	1,787	2,500	3,444	2,500	2,565	3,000
LEGAL	98	133	1,000	305	500	845	500
AUDIT		1,579		1,697			
COMMUNICATION	2,751	2,733	2,600	2,595	2,600	2,005	2,600
TRAVEL & TRAINING	0	0	300		300	0	300
ADVERTISING	235	283	200	195	200	195	200
LEASES & RENTALS	227	96	400	250	400	0	400
INSURANCE	20,320	19,644	20,000	19,294	20,000	19,774	21,000
PUBLIC UTILITIES-Airport	6,889	7,151	7,500	9,921	7,500	6,858	8,000
PUBLIC UTILITIES -Residence	1,604	1,404	1,400	1,445	1,400	913	1,400
REPAIRS & MAINT-Airport	10,538	3,528	8,000	5,839	8,000	4,224	8,000
REPAIRS & MAINT-Residence	1,492	91	2,000	3,131	2,000	384	2,000

MISCELLANEOUS	345	1,152	1,000	981	1,000	930	1,000
TOTAL OTHER SVCS & CHRGS	46,346	39,580	46,900	49,096	46,400	38,692	48,400
INTERGOVERNMENTAL SERVICES							
ADMINISTRATIVE SERVICES	3,475	3,500	3,500	3,500	3,500	3,500	3,500
FINANCIAL SERVICES	7,000	7,000	7,000	7,000	7,000	7,000	7,000
EXTERNAL TAXES	8,602	10,650	10,000	13,024	10,000	8,604	10,000
TOTAL INTERGOV. SERVICES	19,077	21,150	20,500	23,524	20,500	19,104	20,500

SUBTOTAL EXPENDITURES	234,696	204,025	250,626	308,365	250,900	212,383	254,570
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	2009 Actual	2010 Actual	2011 Budget	2011 To Date	2012 As Adopted	2012 To Date	2013 Preliminary
CAPITALIZED EXPENDITURES							
PROF SERVICES-RUNWAY EXPANSION	74,009	53,979	45,290	44,320			18,000
CONSTRUCTION-RUNWAY EXPANSION			350,000		350,000		
CONSTRUCTION-ACCESS ROAD REVISIONS			230,000		230,000		30,000
PROF SERVICES-TAXIWAY MAINT/IMPROVE		49,985		6,843			
OTHER IMPROVE-TAXIWAY MAINT/IMPROVE		91,148		11,002			
CARETAKER HOUSE-HVAC SYSTEM	3,137						
MACHINERY & EQUIPMENT-MOWER DECK		1,604					
MACHINERY & EQUIPMENT-CLOUD SENSOR		3,250					
MACHINERY & EQUIPMENT-REPLACE PICKUP				10,000			
TOTAL CAPITALIZED EXPENDITURES	77,145	199,966	625,290	72,165	580,000	0	48,000

TOTAL EXPENDITURES	311,842	403,991	875,916	380,530	830,900	212,383	302,570
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	2009 Actual	2010 Actual	2011 Final	2011 To Date	2012 As Adopted	2012 To Date	2013 Preliminary
NON EXPENDITURES-TAXES	5,488	5,479	5,500	4,752	5,500	4,319	5,000
OTHER NON-EXPEND (REFUNDS)		208					
TOTAL EXP & OTHER FINANCING	317,330	409,678	881,416	385,282	836,400	216,703	307,570

ENDING CASH BALANCE		183,535	117,716	127,459	0	167,662	0
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AGENDA BILL NO. 2012A-006

BUSINESS OF THE LAKE CHELAN AIRPORT BOARD
CHELAN, WASHINGTON

SUBJECT: Cancellation of
December 27, 2012
Board Meeting

MEETING DATE(S) AND EXHIBITS:

November 20, 2012
None

FOR AGENDA OF: November 20, 2012
Revised:

ORIGINATOR: Paul Schmidt
Airport Manager

DATE SUBMITTED: November 15, 2012
Revised:

APPROVED: 
Airport Manager

EXPENDITURE REQUIRED: Budget Line No.	AMOUNT BUDGETED:	APPROPRIATION REQUIRED:
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***** SUMMARY STATEMENT/ISSUES *****

The Board is given this opportunity to consider cancelling its meeting scheduled for December 27, 2012.

- Public Hearing
- Closed Record Appeal/Decision
- Recommendation from Staff
- Quasi-Judicial Matter
- Legislative Matter
- Other: _____

Suggested Motion:

I move to cancel the Airport Board meeting scheduled for December 27, 2012.