

Airport Authority Meeting
Thursday, June 9, 2022 8:15 AM
Crete City Hall
243 E 13th Street
Crete, NE 68333

1. Open Meeting

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Council Chambers.
- Items listed on the agenda may be considered in any order.

2. Roll Call

- Attendance of members will be recorded to determine the presence of a quorum for official actions.

3. Petitions - Communications - Citizen Concerns

- Citizen testimony may be limited to 3 minutes per person.
- Please do not repeat testimony that has already be heard.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

4. Items of Business

- Action may be taken to discuss/limit discussion, to hear testimony in favor of or in opposition to, and to approve or disapprove any matter presented under this title.

4.A. Discuss 2022's current project list.

4.B. Discuss the 2022-2023 annual budget.

5. Officers' Reports

- Reports may be given by Officers, City Departments, Committees, or Authority members concerning the current operations of the Airport.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

5.A. Airport Manager Report

5.B. Authority Chair and Member Reports

6. Consent Agenda

- All items listed on the consent agenda will be approved by one motion and vote. No separate discussion of these items will occur unless the Chair, an Authority member, or a citizen so requests. If such a request is made, the item will be moved out of the consent agenda and considered separately.

6.A. Approve Meeting Minutes

6.B. Accept the City Treasurer's Report

6.C. Approve the Payment of Claims Against the Airport Authority

7. Adjournment

Disclaimers & Notices

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.
- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at www.crete.ne.gov.

City of Crete	Budget Worksheet	Page: 1					
	Periods: 10/21-04/22	May 20, 2022	11:50AM				
		2020-21	2020-21	2021-22	2021-22	2021-22	2022-23
		Prior year	Prior year	Current year	Current year	Current year %	Future year
Account Number	Account Title	Budget	Actual	Budget	Actual		Budget
AIRPORT							
050-4001	PROPERTY TAX - BONDS	\$25,000.00	\$24,858.13	\$24,780.00	\$5,886.46	24%	\$0.00
050-4002	HOMESTEAD ALLOCATION	\$1,000.00	\$808.59	\$1,000.00	\$277.10	28%	\$0.00
050-4007	MOTOR VEHICLE PRO-RATE	\$50.00	\$65.45	\$50.00	\$24.53	49%	\$0.00
050-4051	CONTRACT INCOME	\$0.00	\$174.02	\$0.00	\$0.00	0%	\$0.00
050-4102	GAS & DIESEL FUEL SALES	\$0.00	\$21,375.59	\$0.00	-\$857.50	0%	\$0.00
050-4107	GS SALES	\$9,775.00	\$6,923.33	\$8,000.00	\$5,785.35	72%	\$10,000.00
050-4215	PROPANE SALES	\$0.00	\$762.10	\$0.00	-\$1,125.62	0%	\$0.00
050-4809	LB 1091 FUNDS	\$0.00	\$76,997.42	\$800,000.00	\$708,609.00	89%	\$0.00
050-4904	MISCELLANEOUS INCOME	\$0.00	\$42,781.75	\$20,000.00	\$9,236.68	46%	\$0.00
050-4909	HANGAR RENT	\$112,700.00	\$99,149.76	\$80,000.00	\$76,085.70	95%	\$100,000.00
050-4913	LEASE - LAND, BLDG., TOWER	\$15,500.00	\$19,804.71	\$18,000.00	\$20,419.04	113%	\$22,000.00
		\$164,025.00	\$293,700.85	\$951,830.00	\$824,340.74		\$132,000.00
050-5220	TELEPHONE	\$1,380.00	\$1,600.95	\$1,400.00	\$846.31	60%	\$1,400.00
050-5320	INFRASTRUCTURE PROJECTS	\$0.00	\$0.00	\$800,000.00	\$684,838.03	86%	\$0.00
050-5330	BUILDING & GROUNDS MAINT.	\$40,000.00	\$37,622.27	\$21,050.00	\$42,560.61	202%	\$30,000.00
050-5382	CREDIT CARD FEES	\$0.00	\$1,982.00	\$0.00	\$0.00	0%	\$0.00
050-5390	PRINTING, PUBLICATIONS, LEGALS	\$345.00	\$555.09	\$500.00	\$156.53	31%	\$500.00
050-5791	VEHICLE/EQUIPMENT REPAIRS	\$5,750.00	\$6,170.95	\$8,000.00	\$1,479.90	18%	\$5,000.00
050-5800	VEHICLE/EQUIPMENT FUEL	\$1,725.00	\$2,562.90	\$2,000.00	\$0.00	0%	\$2,000.00
050-5802	BULK FUEL	\$0.00	-\$12,975.78	\$0.00	\$0.00	0%	\$0.00
050-6020	MISC. SUPPLIES	\$575.00	\$0.00	\$600.00	\$0.00	0%	\$500.00
050-6190	TRANSFER TO AIRPORT AUTH. FUND	\$0.00	-\$10.64	\$0.00	\$0.00	0%	\$0.00
050-6199	MANAGER CONTRACT	\$53,775.00	\$40,808.28	\$50,000.00	\$23,333.38	47%	\$50,000.00
050-7530	UTILITIES	\$18,400.00	\$17,132.09	\$20,000.00	\$10,655.26	53%	\$20,000.00
050-8500	MISC. OPERATING	\$575.00	\$250.00	\$1,000.00	\$250.00	25%	\$0.00
050-9720	INSURANCE	\$15,000.00	\$17,939.74	\$17,500.00	\$17,978.62	103%	\$18,000.00
050-9820	AUDIT EXPENSE	\$0.00	\$825.00	\$0.00	\$2,725.00	0%	\$1,000.00
050-9860	PROFESSIONAL SERVICES	\$1,500.00	\$5,460.00	\$5,000.00	\$0.00	0%	\$0.00
050-9955	DEPRECIATION	\$0.00	\$206,435.19	\$0.00	\$0.00	0%	\$0.00
050-9970	DEBT AMORTIZATION	\$21,000.00	-\$23,000.00	\$24,000.00	\$0.00	0%	\$0.00
050-9971	BOND INTEREST	\$4,000.00	\$599.90	\$780.00	\$390.00	50%	\$0.00
		\$164,025.00	\$303,957.94	\$951,830.00	\$785,213.64		\$128,400.00
		\$0.00	-\$10,257.09	\$0.00	\$39,127.10		\$3,600.00



CRETE AIRPORT AUTHORITY MEETING

May 12, 2022 at 8:15 AM

Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street

Post Office, 1242 Linden Avenue

City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

Anthony Fitzgerald: Present

Greg Hier: Present

Kirk Keller: Present

Howard Nitzel: Present

Blaine Spanjer: Present

Present: 5.

2. Roll Call

3. Petitions - Communications - Citizen Concerns

4. Items of Business

4.A. Consider approval of the quote from the City Street Department to do crack sealing on the driveway and parking area at a cost of \$3,310.

Approve the quote from the City Street Department to seal the cracks on the driveway and parking area Carried with a motion by Anthony Fitzgerald and a second by Howard Nitzel.

Anthony Fitzgerald: Aye, Greg Hier: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye

Aye: 5, No: 0

5. Officers' Reports

5.A. Airport Manager Report

5.B. Authority Chair and Member Reports

Discussed miscellaneous improvements being made including moving scrap iron to Ben's Iron, moving concrete to washouts, pumping out and selling old fuel tanks and road signs that may need to be moved.

6. Consent Agenda

Approve the consent agenda items as presented Carried with a motion by Anthony Fitzgerald and a second by Howard Nitzel.

Anthony Fitzgerald: Aye, Greg Hier: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye

Aye: 5, No: 0

Approve the addition of late claims to Dimas Construction for concrete repairs as approved in the bids at a previous meeting Carried with a motion by Howard Nitzel and a second by Greg Hier.

Anthony Fitzgerald: Aye, Greg Hier: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye

Aye: 5, No: 0

6.A. Approve Meeting Minutes

6.B. Accept the City Treasurer's Report

6.C. Approve the Payment of Claims Against the Airport Authority

7. Adjournment

The meeting adjourned at 8:50 am.

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING MAY 31, 2022

AIRPORT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
050-4001	7,678.89	13,565.35	24,780.00	11,214.65	54.7
050-4002	137.68	414.78	1,000.00	585.22	41.5
050-4007	27.32	51.85	50.00	(1.85)	103.7
050-4051	2,705.09	2,705.09	.00	(2,705.09)	.0
050-4102	.00	(857.50)	.00	857.50	.0
050-4107	70.05	5,855.40	8,000.00	2,144.60	73.2
050-4215	633.87	(491.75)	.00	491.75	.0
050-4809	.00	708,609.00	800,000.00	91,391.00	88.6
050-4904	(1,567.24)	7,669.44	20,000.00	12,330.56	38.4
050-4909	3,625.00	79,710.70	80,000.00	289.30	99.6
050-4913	(2,124.04)	18,295.00	18,000.00	(295.00)	101.6
TOTAL REVENUES	11,186.62	835,527.36	951,830.00	116,302.64	87.8
TOTAL FUND REVENUE	11,186.62	835,527.36	951,830.00	116,302.64	87.8
<u>{EXPENDITURES}</u>					
050-5220	119.69	966.00	1,400.00	434.00	69.0
050-5320	.00	684,838.03	800,000.00	115,161.97	85.6
050-5330	21,243.50	63,804.11	21,050.00	(42,754.11)	303.1
050-5390	11.45	167.98	500.00	332.02	33.6
050-5791	9,418.20	10,898.10	8,000.00	(2,898.10)	136.2
050-5800	.00	.00	2,000.00	2,000.00	.0
050-6020	.00	.00	600.00	600.00	.0
050-6199	3,333.34	26,666.72	50,000.00	23,333.28	53.3
050-7530	1,287.74	11,943.00	20,000.00	8,057.00	59.7
050-8500	.00	250.00	1,000.00	750.00	25.0
050-9720	1,546.77	19,525.39	17,500.00	(2,025.39)	111.6
050-9820	.00	2,725.00	.00	(2,725.00)	.0
050-9860	.00	.00	5,000.00	5,000.00	.0
050-9970	.00	.00	24,000.00	24,000.00	.0
050-9971	.00	390.00	780.00	390.00	50.0
TOTAL EXPENDITURES	36,960.69	822,174.33	951,830.00	129,655.67	86.4
TOTAL FUND EXPENDITURES	36,960.69	822,174.33	951,830.00	129,655.67	86.4
NET REVENUE OVER EXPENDITURES	(25,774.07)	13,353.03	.00	(13,353.03)	.0

Report Criteria:

Invoice Detail.GL account = "0500000"."0509999"

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	PO Number	Period	GL Account
CITY REVENUE FUND (860)									
5132022	1	Invoice	SALES TAX	05/13/2022	06/09/2022	46.03		00/00	050-4107
5132022	2	Invoice	SALES TAX	05/13/2022	06/09/2022	97.21		00/00	050-4215
2022 05	1	Invoice	WATER	06/09/2022	06/09/2022	28.77		00/00	050-7530
Total CITY REVENUE FUND (860):						172.01			
CITY TAX FUND (865)									
1476	1	Invoice	DRIVEWAY SEALING	05/23/2022	06/09/2022	1,896.33		00/00	050-5330
Total CITY TAX FUND (865):						1,896.33			
DRAKE REFRIGERATION (1390)									
3487	1	Invoice	HVAC REPAIRS ADMIN O	05/25/2022	06/09/2022	362.40		00/00	050-5330
Total DRAKE REFRIGERATION (1390):						362.40			
ELEVATE AIR SERVICE LLC (1525)									
2022 05	1	Invoice	AIRPORT MANAGEMENT	06/01/2022	06/09/2022	3,333.34		00/00	050-6199
Total ELEVATE AIR SERVICE LLC (1525):						3,333.34			
NORRIS PUBLIC POWER DISTRICT (3685)									
2022 05	1	Invoice	ELECTRICITY	06/09/2022	06/09/2022	1,200.00		00/00	050-7530
Total NORRIS PUBLIC POWER DISTRICT (3685):						1,200.00			
SEWARD COUNTY INDEPENDENT (4590)									
147285	1	Invoice	MEETING NOTICE	05/25/2022	06/09/2022	11.45		00/00	050-5390
Total SEWARD COUNTY INDEPENDENT (4590):						11.45			
WINDSTREAM (5465)									
2022 06	1	Invoice	PHONE-AIRPORT	06/09/2022	06/09/2022	120.00		00/00	050-5220
Total WINDSTREAM (5465):						120.00			
Grand Totals:						7,095.53			

Report GL Period Summary

GL Period	Amount
00/00	7,095.53
Grand Totals:	7,095.53

Vendor number hash: 19240
 Vendor number hash - split: 20100
 Total number of invoices: 8
 Total number of transactions: 9

<u>Terms Description</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Net Invoice Amount</u>
<u>Terms Description</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Net Invoice Amount</u>
Open Terms	7,095.53	.00	7,095.53
Grand Totals:	7,095.53	.00	7,095.53

Report Criteria:

Invoice Detail.GL account = "0500000"."0509999"
