
CITY OF ASHLAND

AIRPORT COMMISSION AGENDA

COMMUNITY DEVELOPMENT & PW BUILDING, 51 WINBURN WAY

May 1, 2018 9:30 AM

CALL TO ORDER: 9:30 AM

1. Request for Additional Items from Commission Members
 - A. Public Forum:
2. APPROVAL OF MINUTES FROM March 6, 2018 MEETING
3. OLD BUSINESS:
 - A. Budget Review
 - B. Action Item List
 - a. Hangar enclosure project
 - b. Tree topping project
 - c. Landscaping (Contract with Parks)
 - d. Landscaping (Driveway)
 - e. Restroom Improvements
 - f. Web Cam adjustment
 - g. Leaking Hydrant
4. NEW BUSINESS:
 - A. Approval of Rates for Miscellaneous Fees
 - B. Airport: Good Neighbor Items
 - C. Science Works Aviation Summer Camp
5. FBO REPORT(S):
 - A. Attached –
 - B. Maintenance Updates
6. INFORMATIONAL ITEMS:
 - A. Brown Bag Lunch
 - C. Medford Update
7. AIRPORT DAY PLANNING
8. NEXT MEETING DATE: **June 5, 2018 9:30 AM**

Call Scott at 552-2412 if you will be unable to attend!

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-6002 (TTY phone number 1-800-735-2900). Notification 48 hours prior to the meeting will enable the City to make *reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I).*



CITY OF
ASHLAND
Ashland Airport Commission
Contact List as of May 2018

Name	Title	Telephone	Mailing Address	Email Address	Term
George Schoen	Commission Member	415-298-4516	610 Ashland St.	George.schoen@sbcglobal.net	2020
William Skillman	Commission Member	541-482-2148	635 Oak Knoll Dr.	Skillman_Ashland@yahoo.com	2019
Daniel Palomino	Commission Member	541-488-1964	2020 Jasmine Ave.	Dpal71@gmail.com	2020
Lincoln Zeve	Commission Vice Chair	541-482-5436	2710 Siskiyou Blvd.	lincolnzeve@gmail.com	2019
Bernard Spera	Commission Member	541-488-7461	260 Skycrest Dr.	SpBRN3@aol.com	2018
David Wolske	Commission Chair	541-482-3233	1390 Frank Hill Rd.	david@davidwolske.com	2018
Susan Moen	Commission Member	541-201-0678	43 Morninglight Dr.	silverwinglodge@charter.net	2019
Dana Greaves	Commission Member	541-488-3379	900 Strawberry Lane	dana@vortx.com	2020
Andrew Vandenberg	Commission Member	509-703-3591	827 West 14 th St.	Andrewvandenberg@live.com	2021
Michael Morris	Council Liaison	541-890-0506	20 E. Main Street	mike@council.ashland.or.us	
Bob Skinner	Fixed Base Operator		403 Dead Indian Memorial Rd.	bob@skinneraviation.com	
Staff Support					
Scott Fleury	Deputy Director Public Works	541-488-5347	20 E. Main Street	scott.fleury@ashland.or.us	
Kaylea Kathol	Project Manager	541-552-2419	20 E. Main Street	kaylea.kathol@ashland.or.us	
Tara Kiewel	Administrative Assistant	541-552-2428	20 E. Main Street	tara.kiewel@ashland.or.us	

Ashland Airport Commission
MINUTES
April 3, 2018

These minutes are pending approval by this Committee

CALL TO ORDER

Wolske called meeting to order at 9:31 AM

Members Present: David Wolske (Chair), Lincoln Zeve, George Schoen, Daniel Palomino, Bernard Spera, Dana Greaves, Mike Morris (Council Liaison)

Members Absent: Susan Moen, Bill Skillman

FBO Present: Bob Skinner

Staff: Kaylea Kathol, and Tara Kiewel

Guests: Andrew Vandenberg, Dawn Lamb

APPROVAL OF MINUTES

March 6, 2018 Minutes

Motioned Spera Second Greaves

Vote all ayes. Minutes approved as presented

Public Forum

None

Old Business

Action Item List

- a. Hangar enclosure project - none
- b. Tree topping project –Kathol updated the Commission that this project is ongoing. Due to migratory bird nests some trees are not being trimmed. Wolske asked who makes that call and Kathol said it is a federal issue with the U.S. Fish and Wildlife Service. Zeve and Wolske believe that the safety of aircraft takes precedence in this situation. Skinner asked that someone speak to the FAA regarding this project because it is an issue with visibility. Zeve asked for clarification on the project. Kathol explained that tree were marked for trimming and then the tree trimmer contacted the City regarding bird nests. Trees with active nests are skipped, but trees without nests will be trimmed. Kathol mentioned that not all of the trees are going to be trimmed in this project due to budget. Zeve said this is an issue for pilot safety. Skinner is going to pursue the issue with Fleury.
- c. Landscaping - Kathol explained Fleury met with Parks and they mowed about a week ago and will notified Skinner. Parks Department will do a prep of area before Airport Day, a large fire suppressant mowing, and irrigation of flowering plumb trees. The Commission discussed the irrigation issue. Palomino mentioned that the Commission had previously discussed landscaping and irrigation was the second priority. Skinner mentioned creating a log of when Parks Department is coming and see if it is adequate enough.
- d. Restroom Improvements- Kathol is working on a draft of a Request for Proposal (RFP) that would then go to the City Legal department. The RFP process takes about six weeks. The Commission discussed creating a RFP for the irrigation system. Skinner mentioned having the budget review discussion before making decision on irrigation. Skinner asked what is project amount the can be direct awarded for a project. Kathol said projects under \$5000 dollars can be direct awarded. Greaves mentioned the irrigation doesn't seem like a current priority.
- e. Web Cam adjustment - Skinner updated the Commission that he has spoken with SOS a few

Ashland Airport Commission
MINUTES
April 3, 2018

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times but they haven't been responsive. Skinner will meet with SOS and update the Commission at the next meeting.

Electric Department Ground Lease – Kathol notified legal, Electric Department and Scott Fleury. There was general agreement, and Kathol will update the Commission when she has more information. Wolske thinks this should be retroactive and asked Skinner to be in contact with the City.

Leaking Hydrant – The Water Department came and vacuumed out the area and around the hydrant and found no leak. It is a spring. Wolske asked if there could be a drainage solution because it is causing damage to the pavement. Wolske mentioned that this is not a high priority. Skinner asked if we could get a cost estimate for draining the water. Palomino told the Commission that he wasn't sure if the Airport was notified when the Water Department came out to investigate the hydrant. They were working in the active taxiway with no NOTAM and left barriers. Kathol asked Palomino to email with the details that can be sent to the Water supervisor. Zeve mentioned that if over time this spring is causing damage to the pavement it could become a higher priority project.

Paving around hangars – Kathol updated the Commission that Public Works Director Brown did not approve this project due to the estimated costs being \$40,000 dollars. Greaves asked if we could get a grant for this project.

NEW BUSINESS:

- A. Airport: Good Neighbor Items - none
- B. Budget Review – The Commission reviewed the Airport capital outlay budget and the details of expenses. Skinner would like information to regarding the unappropriated fund and wants to know what the City requires to keep in that fund. Does the Commission have the authority to make decisions regarding that fund? The Commission discussed moving Budget discussion to be put on the agenda before action Items.
- C. Hangar Door repair – Kathol gave Skinner copies of the invoices from American Door Repair which was around \$10000 dollars. Skinner does not think we should be bird proofing hangars and that we have not done that in the past. There was also \$2500 of invoices for installing pull handles. Skinner requested to be communicated with regarding hangar maintenance. Kathol and Skinner agreed to meet with facilities regarding hangar maintenance.

FBO REPORT(S):

- A. Attached – Skinner mentioned that one empty hangar is now leased. All enclosed hangars are leased and a couple open hangars are currently vacant. The hangar waiting list has about 8 or 9 people.
- B. Maintenance Updates – A noise abatement sign is down at the Airport. Staff will contact Street Department to fix.

INFORMATIONAL ITEMS:

- A. Brown Bag Lunch
- B. TC Meeting Update – Morris updated the Commission that the Transportation Commission will be discussing Uber and Lift.
- C. Medford Update - none

Open Discussion

Ashland Airport Commission
MINUTES
April 3, 2018

These minutes are pending approval by this Committee

Morris updated the Commission that the Mayor would like the Commission to have ethics training. Schoen asked if other Commissions have ethics training and Morris said yes the Planning Commission is required to because of state law. Morris is going to request the commission vacancy be filled.

Morris asked Parks Director Michael Black or someone from Parks come and speak with the Airport Commission about maintenance.

AIRPORT DAY PLANNING

The Commission discussed Airport day planning and the budget for toys. Lamb discussed space planning, food trucks, parking, and signage.

The Commission discussed Science Works Aviation Summer Camp is no longer happening due to retirements. Zeve asked to have this put on the agenda. The Commission felt this was an important program for the future of the Airport.

NEXT MEETING DATE: May 1, 2018 9:30 AM

ADJOURNMENT: 12:00 PM

Respectfully submitted,

Tara Kiewel

Public Works Administrative Assistant

FOR 2018 09

ACCOUNTS FOR:
0280 Airport Fund

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
085700 Public Works - Airport							
17 Rental Repair Maint							
085700 602320 Maintenance	7,500	7,500	2,095.87	.00	.00	5,404.13	27.9%
085700 602332 Electricity	3,460	3,460	2,322.06	261.14	.00	1,137.94	67.1%
085700 602333 Water	4,080	4,080	727.47	80.83	.00	3,352.53	17.8%
085700 602334 Wastewater & Other	17,800	17,800	10,506.36	1,167.54	.00	7,293.64	59.0%
085700 602353 Grounds Care	8,300	8,300	.00	.00	.00	8,300.00	.0%
085700 602400 Infrastructure	4,500	4,500	.00	.00	.00	4,500.00	.0%
TOTAL Rental Repair Maint	45,640	45,640	15,651.76	1,509.51	.00	29,988.24	34.3%
19 Contractual Services							
085700 604100 Professional Service	150,000	150,000	134,615.40	11,573.48	207,177.60	-191,793.00	227.9%*
TOTAL Contractual Services	150,000	150,000	134,615.40	11,573.48	207,177.60	-191,793.00	227.9%
20 Internal Charges & F							
085700 605000 Miscellaneous Charge	5,500	5,500	3,249.00	604.00	.00	2,251.00	59.1%
085700 605600 Other	150	150	.00	.00	.00	150.00	.0%
085700 605811 Internal Chg - Insur	5,150	5,150	3,862.53	429.17	.00	1,287.47	75.0%
085700 605813 Internal Chg - Facil	4,400	4,400	3,300.03	366.67	.00	1,099.97	75.0%
TOTAL Internal Charges & F	15,200	15,200	10,411.56	1,399.84	.00	4,788.44	68.5%
21 Other Purchased Svcs							
085700 606200 Printing & Binding	200	200	.00	.00	.00	200.00	.0%
085700 606500 Dues	150	150	125.00	.00	.00	25.00	83.3%
TOTAL Other Purchased Svcs	350	350	125.00	.00	.00	225.00	35.7%
23 Commission							
085700 608110 Airport Commission	1,500	1,500	.00	.00	.00	1,500.00	.0%

FOR 2018 09

ACCOUNTS FOR:
0280 Airport Fund

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL Commission	1,500	1,500	.00	.00	.00	1,500.00	.0%
30 Imprvmnts Not Bldgs							
085700 704100 Capital Outlay	45,000	45,000	27,609.22	3,000.93	18,360.90	-970.12	102.2%*
085700 704200 Capitalized Projects	121,000	121,000	.00	.00	.00	121,000.00	.0%
TOTAL Imprvmnts Not Bldgs	166,000	166,000	27,609.22	3,000.93	18,360.90	120,029.88	27.7%
32 Debt - Principal							
085700 801214 Wells Fargo - Airpor	34,900	34,900	17,202.71	.00	.00	17,697.29	49.3%
TOTAL Debt - Principal	34,900	34,900	17,202.71	.00	.00	17,697.29	49.3%
33 Debt - Interest							
085700 802214 Wells Fargo - Airpor	3,639	3,639	2,065.27	.00	.00	1,573.73	56.8%
TOTAL Debt - Interest	3,639	3,639	2,065.27	.00	.00	1,573.73	56.8%
TOTAL Public Works - Airport	417,229	417,229	207,680.92	17,483.76	225,538.50	-15,990.42	103.8%
TOTAL Airport Fund	417,229	417,229	207,680.92	17,483.76	225,538.50	-15,990.42	103.8%
TOTAL EXPENSES	417,229	417,229	207,680.92	17,483.76	225,538.50	-15,990.42	

FOR 2018 09

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	417,229	417,229	207,680.92	17,483.76	225,538.50	-15,990.42	103.8%

** END OF REPORT - Generated by Tami Campos **

04/25/2018 14:06
campost

City of Ashland
G/L ACCOUNT DETAIL

1
|glacting

Org: 085700 Object: 704100
Capital Outlay 0280.01.08.57.00.704100.

YEAR	PER	JOURNAL	EFF	DATE	SRC	T	PO/REF2	REFERENCE	AMOUNT	P	CHECK	NO	WARRANT	VDR	NAME/ITEM	DESC	COMMENTS
2018	09	670	03/01/2018	API	1	20181214	W FY18CITY	3,000.93	Y		14858FY18CITY	FRISON TREE SERVI	Tree Trim				
2018	08	645	02/01/2018	API	1	318	W FY18CITY	1,403.75	Y		14077FY18CITY	ALPINE ENVIRONMEN	Dec 2017				
2018	08	453	02/01/2018	API	1	20181191	W FY18CITY	5,154.00	Y		13974FY18CITY	BUMGARDNERS LANDS	2/8/18 Ai				
2018	08	320	02/01/2018	API	1	20181174	W FY18CITY	4,950.00	Y		13828FY18CITY	GREENWAY SPRAY LL	Herbicide				
2018	06	615	12/01/2017	API	1	318	W FY18CITY	4,725.00	Y		12592FY18CITY	ALPINE ENVIRONMEN	Nov 2017				
2018	05	372	11/01/2017	API	1	816	W FY18CITY	3,183.15	Y		11804FY18CITY	AMERICAN INDUSTRI	Airport H				
2018	04	1243	10/01/2017	API	1	20181046	W FY18CITY	2,205.00	Y		11450FY18CITY	AA INSULATION CO	Repair in				
2018	04	848	10/01/2017	API	1	816	W FY18CITY	5,363.64	Y		11145FY18CITY	AMERICAN INDUSTRI	On-call D				
2018	03	608	09/01/2017	API	1	20180908	W FY18CITY	5,602.75	Y		10415FY18CITY	S.O.S. PLUMBING,	Airport O				
2018	03	225	09/01/2017	API	1	821	W FY18CITY	785.00	Y		10237FY18CITY	MERAKI CONSTRUCTI	On-call S				
2018	01	1040	07/01/2017	GEN	1		prepaids	236.00	Y		0		Expense F				

Total Amount: 27,609.22

** END OF REPORT - Generated by Tami Campos **

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City of Ashland
G/L ACCOUNT DETAIL

P
glacting

Org: 085700 Object: 704100 0280.01.08.57.00.704100.
Capital Outlay

YEAR	PER	JOURNAL	EFF DATE	SRC	T	PO/REF2	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VDR NAME/ITEM DESC	COMMENTS
2018	10	243	04/01/2018	POL	4	824	LIQ/INV	0.00	Y		0	VITUS CONSTRUCTIO	Band Shel
2018	09	670	03/01/2018	POL	4	20181214	LIQ/INV	-3,000.93	Y		0	FRISON TREE SERVI	Tree Trim
2018	09	474	03/01/2018	POL	4	824	LIQ/INV	0.00	Y		0	VITUS CONSTRUCTIO	1097 B St
2018	08	777	02/01/2018	POL	4	816	LIQ/INV	0.00	Y		0	ABBEY CARPET & FL	On-call F
2018	08	645	02/01/2018	POL	4	816	LIQ/INV	0.00	Y		0	AMERICAN INDUSTRI	City Hall
2018	08	645	02/01/2018	POL	4	20180872	LIQ/INV	0.00	Y		0	MINTON CONSTRUCTI	Carpenter
2018	08	645	02/01/2018	POL	4	318	LIQ/INV	-1,403.75	Y		0	ALPINE ENVIRONMEN	Dec 2017
2018	08	453	02/01/2018	POL	4	20181191	LIQ/INV	-5,154.00	Y		0	BUMGARDNERS LANDS	2/8/18 Al
2018	08	320	02/01/2018	POL	4	824	LIQ/INV	0.00	Y		0	VITUS CONSTRUCTIO	On-call G
2018	08	320	02/01/2018	POL	4	20181174	LIQ/INV	-4,950.00	Y		0	GREENWAY SPRAY LL	Herbicide
2018	08	309	02/01/2018	POE	4	20181214	PO ENT/PRF	18,100.00	Y		0	FRISON TREE SERVI	Tree Trim
2018	07	1391	01/01/2018	POL	4	816	LIQ/INV	0.00	Y		0	AMERICAN INDUSTRI	On-call D
2018	07	1188	01/01/2018	POL	4	20180872	LIQ/INV	0.00	Y		0	MINTON CONSTRUCTI	N Mtn Par
2018	07	992	01/01/2018	POE	4	20181191	PO ENT/PRF	5,154.00	Y		0	BUMGARDNERS LANDS	Airport H
2018	07	497	01/01/2018	POE	4	20181174	PO ENT/PRF	4,950.00	Y		0	GREENWAY SPRAY LL	Herbicide
2018	06	615	12/01/2017	POL	4	318	LIQ/INV	-725.00	Y		0	ALPINE ENVIRONMEN	Nov 2017
2018	05	372	11/01/2017	POL	4	816	LIQ/INV	0.00	Y		0	AMERICAN INDUSTRI	Airport H
2018	04	1243	10/01/2017	POL	4	20181046	LIQ/INV	-2,020.00	Y		0	AA INSULATION CO	Repair in
2018	04	1243	10/01/2017	POL	4	20181046	LIQ/INV	-185.00	Y		0	AA INSULATION CO	Repair in
2018	04	848	10/01/2017	POL	4	816	LIQ/INV	0.00	Y		0	AMERICAN INDUSTRI	On-call D
2018	04	460	10/19/2017	POM	4	46	PO MAINT	-335.00	Y		0	POLARIS LAND SURV	Cancel PO
2018	04	330	10/01/2017	POM	4	20181046	PO MAINT	185.00	Y		0	AA INSULATION CO	Request f
2018	04	206	10/01/2017	POE	4	20181046	PO ENT/PRF	2,020.00	Y		0	AA INSULATION CO	Repair in
2018	03	608	09/01/2017	POL	4	20180908	LIQ/INV	-602.75	Y		0	S.O.S. PLUMBING,	Airport O
2018	03	225	09/01/2017	POL	4	821	LIQ/INV	0.00	Y		0	MERAKI CONSTRUCTI	On-call S
2018	03	225	09/01/2017	POL	4	821	LIQ/INV	0.00	Y		0	MERAKI CONSTRUCTI	On-call S
2018	03	190	09/12/2017	POM	4	20180908	PO MAINT	2,000.00	Y		0	S.O.S. PLUMBING,	Request f
2018	01	1030	07/01/2017	POL	4	823	LIQ/INV	0.00	Y		0	CUTTING EDGE REST	Jul 2017
2018	01	1030	07/01/2017	POL	4	822	LIQ/INV	0.00	Y		0	RCI FINISHES, LLC	On-call P
2018	01	956	07/01/2017	POL	4	823	LIQ/INV	0.00	Y		0	CUTTING EDGE REST	Jul 2017
2018	01	659	07/01/2017	POL	4	823	LIQ/INV	0.00	Y		0	CUTTING EDGE REST	Airport -
2018	01	91	07/01/2017	POE	4	20180872	PO ENT/PRF	1.00	Y		0	MINTON CONSTRUCTI	Jul 2017
2018	01	7	07/01/2017	POE	4	824	PO ENT/PRF	1.00	Y		0	VITUS CONSTRUCTIO	On-Call C
2018	01	7	07/01/2017	POE	4	823	PO ENT/PRF	1.00	Y		0	CUTTING EDGE REST	On-call G
2018	01	7	07/01/2017	POE	4	822	PO ENT/PRF	1.00	Y		0	CUTTING EDGE REST	On-call P
2018	01	7	07/01/2017	POE	4	821	PO ENT/PRF	1.00	Y		0	RCI FINISHES, LLC	On-call P
2018	01	7	07/01/2017	POE	4	820	PO ENT/PRF	1.00	Y		0	MERAKI CONSTRUCTI	On-call S
2018	01	7	07/01/2017	POE	4	819	PO ENT/PRF	1.00	Y		0	ROXY ANN ROCK	On-call E
2018	01	7	07/01/2017	POE	4	818	PO ENT/PRF	1.00	Y		0	AMERICAN LEAK DET	On-call L
2018	01	7	07/01/2017	POE	4	817	PO ENT/PRF	1.00	Y		0	ASHLAND CONSTRUCT	On-call C
2018	01	7	07/01/2017	POE	4	816	PO ENT/PRF	1.00	Y		0	ABBEY CARPET & FL	On-call F
2018	01	7	07/01/2017	POE	4	815	PO ENT/PRF	1.00	Y		0	AMERICAN INDUSTRI	On-call D
2018	01	7	07/01/2017	POE	4	814	PO ENT/PRF	1.00	Y		0	PRESSURE POINT RO	On-call R
2018	00	4	07/01/2017	SOY	4	46	START YEAR	335.00	Y		0	JAM ROOFING	ENCUMBRAN
2018	00	4	07/01/2017	SOY	4	318	START YEAR	2,142.50	Y		0		ENCUMBRAN
2018	00	4	07/01/2017	SOY	4	673	START YEAR	1,838.83	Y		0		ENCUMBRAN

Total Amount: 18,360.90

04/25/2018 14:07
campost

City of Ashland
G/L ACCOUNT DETAIL

P 2
glactinq

Org: 085700 Object: 704100

YEAR PER JOURNAL EFF DATE SRC T PO/REF2 REFERENCE AMOUNT P CHECK NO WARRANT VDR NAME/ITEM DESC COMMENTS

** END OF REPORT - Generated by Tami Campos **

Table 1

The following are revised rates for the airport.
 The new CPI index (All Urban Consumers) rate is 249.245 (January 2018).
 The CPI rate increase for this year was 2.6%

RATES FOR ASHLAND AIRPORT FACILITIES July 1, 2017=8- JUNE 30, 2019	
LEASE TYPE	NEW MONTHLY RATES
CITY OWNED – RENTALS	
T-HANGARS WITHOUT DOORS	\$187.00 (192.00)
T-HANGARS WITH DOORS VINTAGE	\$236.00 (242.00)
T-HANGARS WITH DOORS CONTEMPORARY	\$297.00 * (305.00)
HELICOPTER HANGAR	\$236.00 (242.00)
BOX HANGAR "SHELL RENTAL" (privately built City owned)	29.11¢ (29.87) SQ-FT/MONTH (building footprint)
"Amenities" for any City owned hangar	
Office Space	.25 SQ-FT/MONTH (office space inside dimension)
Bathroom	.03 SQ-FT/MONTH (building footprint)
Heat	.01 SQ-FT/MONTH (building footprint)
<ul style="list-style-type: none"> • Heat: any upgraded heat source including gas and electric • Building footprint = outside wall dimension 	
MONTHLY TIE-DOWNS**	\$49.00(SMALL) \$60.00 (LARGE)
OVERNIGHT TIE-DOWNS**	\$7.00 (SMALL) \$11.00 (LARGE)
GROUND LEASE - CITY OWNED HANGARS	
GROUND LEASE – NO MINIMUM FOOTAGE	20.6¢ /sq ft/yr
GROUND LEASE – PRIVATELY OWNED HANGARS	
PRIVATELY OWNED GROUND LEASE MINIMUM FOOTAGE 60' X 40'	48.4¢ /sq ft/yr

HANGAR RESERVATION FEES	
<p>T-Hangar - Basic Fee: \$100.00; and 75.00 is applied to first months rent. Ground Lease Space – \$2,000.00 Non Refundable space reservation fee. Reservation fee is valid for a period of 1 year at which time can be renewed for an additional 12 months if progress is shown towards development of a hangar onsite.</p>	
SPECIALIZED AVIATION SERVICE OPERATIONS (SASO) FEE (Annual)	
<p>The square footage of the hangar multiplied by 1.6, multiplied by the current B Ground Lease fee rate. A Hanger keeper will have the square footage of the hangar multiplied by 1.0, multiplied by the current B Ground Lease fee rate.</p>	
MOBILE SERVICE PROVIDERS (MSP) AIRPORT USER FEE (Annual)	
<p>Basic Fee: \$350.00 for first two employees, plus \$25.00 each additional employee for annual operators. \$100.00 for Temporary MSPs (90 days maximum – not renewable).</p>	
FREIGHT OPERATION	
<p>Tariff Rate: \$5.83 / 1,000 LBS</p>	
<p>*Additional electrical surcharge of \$5.00 per month will be added to this amount. ** Large aircraft, defined as a single engine turbo-prop or multi-engined aircraft with a gross certified aircraft weight of 6000 lbs or greater</p>	

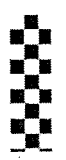
FBO MONTHLY REPORT

March, 2018

AMOUNT	ITEM	RATE			
	FBO RENTAL				\$ 1,753.40
	DAILY				
2	Daily Tie-Downs- Small	@ \$ 7.00 =	\$ 14.00		
0	Daily Tie-Downs- Large	@ \$ 11.00 =	\$ -		
	MONTHLY				
4	Monthly Tie-Downs- Small	@ \$ 49.00 =	\$ 196.00		
1	Monthly Tie-Downs- Large	@ \$ 60.00 =	\$ 60.00		
0	Freight Operations (x1000)	@ \$ 5.83 =	\$ -		
14	New T-Hangars	@ \$ 302.00 =	\$ 4,228.00		
1	Helicopter Hangars	@ \$ 236.00 =	\$ 236.00		
8	Closed Hangars	@ \$ 236.00 =	\$ 1,888.00		
1	Large Closed Hangar	@ \$ 302.00 =	\$ 302.00		
5	Open Hangar	@ \$ 187.00 =	\$ 935.00		
1	Commercial Hangar-JLC	@ \$ 782.00 =	\$ 782.00		
1	Commercial Hangar-Skinner	@ \$ 483.00 =	\$ 483.00		
1	Sky Research Land Lease	@ \$ 478.00 =	\$ 478.00		
1196	Fuel Flowage Fee Brim	@ \$ 0.07 =	\$ 83.72		
1	Nielsen Land Lease	@ \$ 159.00 =	\$ 159.00		
	ANNUAL				
	Valley Inv. Land Lease	@ \$ 7,919.00 =	\$ -		
	Brim Land Lease	@ \$ 975.00 =	\$ -		
	Private Hangars Land Lease	@ \$ 324.00 =	\$ -		
	Private Hangars Land Lease	@ \$ 337.00 =	\$ -		
	Brim Storage Area	@ \$ 2,680.00 =	\$ -		
	NOTES:				
	TOTAL RENTS =	\$ 9,844.72 X 0.75	\$ 7,383.54		
	UTILITY CHARGE NEW CLOSED HANGARS	=	\$ 65.00		
	FBO FLOWAGE FEE				
	Price Per Gallon	\$5.09 100LL	1369 Gallons		
	Price Per Gallon	\$ 4.39 JET A	0 Gallons		
	Total Gallons	1369	x 0.07	\$ 95.83	
	CREDITS				
		Water Credit	-		
		Garbage Credit	-	\$52.55	
	DEBITS				
	Preauthorized other credit for:				
	TOTAL DUE TO CITY BY 20TH	=	\$ 9,245.22		

For City Use Only	3 Private	Expires 07/21/23
	6 Private	Expires 09/30/18
	Valley Investments Lease	Expires 06/30/20
	Jeff Nielson Mark Freeborn	Expires 06/01/37
	Brim Lease	Expires 12/31/23
	Sky Research	Expires 03/14/26

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FBO MONTHLY REPORT
March, 2018
Safety Inspection by FBO

Runway Lights: OK
 VASI: OK
 REIL: OK
 Pavement: OK

TAXI: Parking Weeds: OK
 Pavement: OK
 Marking: OK
 Tie-Downs: OK

Mowing: OK

Fencing: OK

Wind Cones: (3) OK
 Wind Lights OK

Fire Extinguishers: OK

Other Recommendations or Problems:

Aircraft Based on Field:	Hangars	<u>30</u>	Tie-Downs	<u>8</u>	
DeBoer Hangar	<u>10</u>	Private Hangars	<u>16</u>	Maintenance Hangar	<u>0</u>
Skinner	<u>2</u>	TOTAL AIRCRAFT:		<u>66</u>	

Other Items: Current # of Students 5 # of Charter Flights 0

Special Events: None

Airport Users Group: None