



MINUTES

Pekin Municipal Airport Advisory Commission Meeting

Pekin Municipal Airport

13906 Airport Lane

Pekin, IL 61554

April 26, 2016

3:00 PM

Open meeting:

3:00

Roll call:

MR - Mike Reed, Chairperson
SH - Steve Huey
DB - Don Barth

Absent:

MB - Murray Brian
RW - Ric Woldow

City of Pekin:

Clayton Stambaugh

Guest:

Darrell Meisinger
Ric Cunningham

Approval of minutes from last meeting:

DB motioned to approve the minutes as written. SH seconded the motion, all were in favor, and the minutes from the March 2016 meeting were approved.



Special reports: CS

- **Follow up on active projects/items:**

- **Sports Car Club of America (SCCA) event and future non-aeronautical events**

CS reported that the event went well and that he was extremely pleased with the organization. CS informed the commission that a second event had been planned for October and that spectators would be allowed. CS reported that a non-aeronautical event fee had been established and would be charged for all non-aeronautical events at the airport.

- **Priorities for current month:**

- **Missouri Airport Managers Conference/Illinois Aviation Conference**

Clayton reported on a recent presentation at the Missouri Airport Managers Conference on stakeholder participation and policymaker education. CS discussed the upcoming Illinois Aviation Conference, Illinois legislative issues, and meeting with the IDOT Division of Aeronautics and the Federal Aviation Administration.

- **Terminal Building Rehabilitation project**

CS discussed ongoing work on drafting a request for proposal to rehabilitate the terminal building. CS stated that a final package would have to be approved by City Council.

- **FY17 city-wide budget updates**

CS discussed ongoing city wide budget work between City Administration and City Council.



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- **Replace Taxiway Lighting and associated Electrical Regulator project – engineering report and agreement**

CS and the commission discussed the progress on the project and an upcoming City Council meeting to approve engineering and design.

- **Commission vacancy**

CS discussed the upcoming vacancy and the process to notify and solicit interest. CS stated that he figured we would get several applicants. CS discussed the procedure for recommendation, selection, and appointment. CS informed the commission that Ric Woldow and Steve Huey would need to be reappointed.

- **Follow up on projects outstanding:**

- **Fuel cabinet reimbursement**

CS informed the commission that the reimbursement had been made from the State of Illinois.

- **Hangar E Door Project**

CS informed the commission that there were a few punch list items to before the City accepted the project. CS stated that the tenant would be paying full rent until the project was completed and accepted.

- **Monthly status report on delinquent accounts:**

CS informed the commission that there were no concerning accounts for the month.

- **Monthly budget report:**

CS and the commission discussed the attached budget report.



- **Fuel Report:**

CS distributed and discussed the attached fuel report.

Unfinished business: CS

- **Illinois Valley Parachute Club (IVPC) LOA**

CS had no updates on the future letter of agreement

- **Update Airport Rules and Regulations and Minimum Standards**

CS informed the commission he added the item back onto the agenda to reprioritize the task.

- **Airport Zoning for Tazewell County Code**

CS informed the commission he added the item back onto the agenda to reprioritize the task.

New business: CS

- **Potential policy recommendation for City Council on airport budget**

CS discussed a potential policy recommendation for City Council that could be utilized during the FY18 budget process, which he thought would happen in the Fall of 2016.

Additional items:

There were no additional items

Around the table:

Discussion occurred commending the years of service that Don Barth has given to the Pekin Municipal Airport and the Airport Advisory Commission.



Meeting adjourned:

DB motioned to close the meeting at 4:10 PM. All were in favor and the meeting was adjourned.

General Ledger
Revenue vs Expense

User: clstambaugh
Printed: 04/18/16 07:48:35
Period 01 - 12
Fiscal Year 2016



City Of Pekin
111 S. Capitol
Pekin, IL 61554

Fund	Description	Budget	Current Month	Year to Date	Balance	% Budget
525	Airport					
525	Airport					
525-525-442600	State Grants	60,500.00	172,831.96	172,831.96	-112,331.96	285.67
	Intergovernmental	-60,500.00	-172,831.96	-172,831.96	112,331.96	285.67
525-525-450041	Sale of Oil	200.00	96.36	96.36	103.64	48.18
525-525-453002	Rental - Airport Hangars	62,000.00	59,525.15	59,525.15	2,474.85	96.01
525-525-453004	Sale of Gas	150,000.00	126,770.83	126,770.83	23,229.17	84.51
	FeesCharges For Service	-212,200.00	-186,392.34	-186,392.34	-25,807.66	87.84
525-525-491000	Rental Of Municipal Prope	11,000.00	16,963.00	16,963.00	-5,963.00	154.21
525-525-499800	Miscellaneous Receipts	3,000.00	2,233.28	2,233.28	766.72	74.44
	Other Revenue	-14,000.00	-19,196.28	-19,196.28	5,196.28	137.12
525-525-511600	Salary All Personnel	49,500.00	43,367.30	43,367.30	6,132.70	87.61
525-525-515500	Vacation	0.00	2,241.39	2,241.39	-2,241.39	0.00
525-525-515600	Holiday	0.00	1,938.48	1,938.48	-1,938.48	0.00
525-525-517000	OASDI	3,069.00	2,979.73	2,979.73	89.27	97.09
525-525-517001	Medicare	717.75	696.92	696.92	20.83	97.10
525-525-517401	IMRF	6,207.30	6,273.47	6,273.47	-66.17	101.07
525-525-518000	Health Ins Prem	17,179.74	17,079.86	17,079.86	99.88	99.42
525-525-518300	Work Comp Premium	4,989.60	4,989.60	4,989.60	0.00	100.00
	Personnel	81,663.39	79,566.75	79,566.75	2,096.64	97.43
525-525-519000	Training And Education	2,500.00	1,925.63	1,925.63	574.37	77.03
	Training & Education	2,500.00	1,925.63	1,925.63	574.37	77.03
525-525-520200	Office Supplies	200.00	226.26	226.26	-26.26	113.13
525-525-520400	Postage	50.00	0.00	0.00	50.00	0.00
525-525-522400	General Supplies	600.00	982.48	982.48	-382.48	163.75
525-525-529000	Equipment	250.00	216.34	216.34	33.66	86.54
525-525-556200	Cost of Gas Sold	133,000.00	75,925.62	75,925.62	57,074.38	57.09
	Supplies & Materials	134,100.00	77,350.70	77,350.70	56,749.30	57.68
525-525-518100	Liability Insurance Packa	3,300.00	3,308.00	3,308.00	-8.00	100.24
525-525-524000	Equipment Rental	240.00	235.00	235.00	5.00	97.92

Fund	Description	Budget	Current Month	Year to Date	Balance	% Budget
525-525-534000	Automotive Expense	1,200.00	4,432.98	4,432.98	-3,232.98	369.42
525-525-534200	Buildings And Grounds Rep	15,000.00	10,082.21	10,082.21	4,917.79	67.21
525-525-534400	Equipment Repairs	6,000.00	3,508.04	3,508.04	2,491.96	58.47
525-525-536300	Snow Removal - Salt And C	6,000.00	3,240.00	3,240.00	2,760.00	54.00
525-525-538000	Maintenance Agreement	0.00	71.80	71.80	-71.80	0.00
525-525-550100	Utilities	15,000.00	12,991.75	12,991.75	2,008.25	86.61
525-525-550300	Telephone	4,000.00	3,649.15	3,649.15	350.85	91.23
525-525-551600	Dues And Subscriptions	750.00	784.39	784.39	-34.39	104.59
525-525-556100	Fuel	1,000.00	82.83	82.83	917.17	8.28
525-525-561200	Engineering Fees	70,000.00	38,948.29	38,948.29	31,051.71	55.64
525-525-566600	Pest Control	0.00	660.00	660.00	-660.00	0.00
525-525-569000	Other Contractual Service	500.00	1,195.00	1,195.00	-695.00	239.00
	Contractual Services	122,990.00	83,189.44	83,189.44	39,800.56	67.64
525-525-580201	Land Improvements	0.00	9,980.00	9,980.00	-9,980.00	0.00
525-525-580401	Building Repairs	15,000.00	0.00	0.00	15,000.00	0.00
	Capital Outlay	15,000.00	9,980.00	9,980.00	5,020.00	66.53
525-525-599000	Miscellaneous	7,500.00	93.48	93.48	7,406.52	1.25
525-525-599802	Computer Hardware	0.00	108.52	108.52	-108.52	0.00
	Other Expenditures	7,500.00	202.00	202.00	7,298.00	2.69
525	Airport	-77,053.39	126,206.06	126,206.06	-203,259.45	-163.79
525	Airport	-77,053.39	126,206.06	126,206.06	-203,259.45	-163.79
Revenue Total		286,700.00	378,420.58	378,420.58	-91,720.58	1.32
Expense Total		363,753.39	252,214.52	252,214.52	111,538.87	0.69
Grand Total		-77,053.39	126,206.06	126,206.06	-203,259.45	-1.64



March, 2016
Jet A

Date	Gallons
March	882.7

March, 2015
Jet A

Date	Gallons
March	249.10

Year Difference	
Jet A	
Date	Gallons
March	633.60

March, 2016
100 LL

Date	Gallons
March	1396.4

March, 2015
100 LL

Date	Gallons
March	1959.9

Year Difference	
100 LL	
Date	Gallons
March	-563.50