



**CITY OF CLEVELAND
MUNICIPAL AIRPORT AUTHORITY
AGENDA
January 20, 2017
9:00 A.M.**

I. CALL TO ORDER

II. ROLL CALL

- A. _____ Lou Patten (Chairman)
- B. _____ Verrill Norwood (Vice Chairman)
- C. _____ Lynn DeVault (Secretary/Treasurer)
- D. _____ Robbie Garrison
- E. _____ Steve Wright

III. ACCEPTANCE OF MINUTES (October 21, 2016)

IV. UPDATES

- A. Director's Report (Mark Fidler)
 - a. Runway Extension Update
 - b. Customs Update

B. FBO Report (Nora Cole)

V. UNFINISHED BUSINESS

- A. None

VI. NEW BUSINESS

- A. Motion to Authorize the Chairman to Request Funding in the Amount of \$2,500,000 (80/20 Match) for Construction and Remainder of Engineering Costs for the 700' Runway Extension (Pages 1-3)
- B. Motion to Authorize the Chairman to Sign a Cleveland Utilities Easement Request at the Freewill Road Wetlands (Pages 4-7)
- C. Report – Lease Payments and Fuel Flowage Fees
- D. Minimum Standards/Leases – Require Time Limit for Hangar Construction

VII. BOARD MEMBER REPORTS

- A. Lou Patten**
- B. Verrill Norwood**
- C. Lynn DeVault**
- D. Robbie Garrison**
- E. Steve Wright**

VIII. ADJOURNMENT

Next Scheduled Meeting – February 17, 2017

Informational Attachments:

Payments (Page 8)

Authority Attendance Log (Page 9)

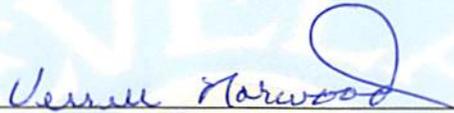
CLEVELAND MUNICIPAL AIRPORT AUTHORITY

- ROLL CALL -

MEETING DATE: Jan 20, 2017



Lou Patten



Verrill Norwood



Lynn DeVault



Robbie Garrison



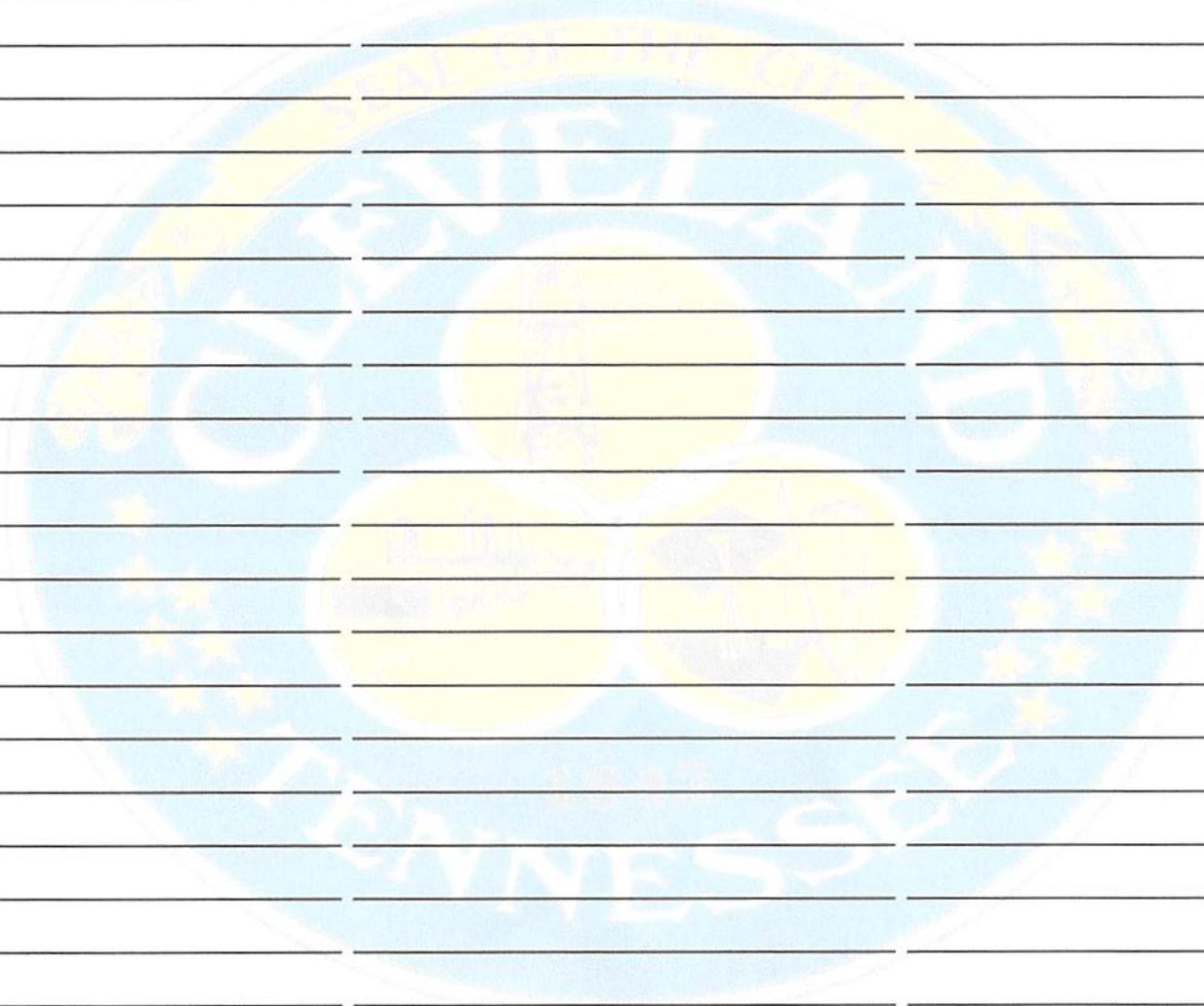
Steve Wright

CLEVELAND AIRPORT AUTHORITY

SIGN IN SHEET

MEETING DATE: Jan 20, 2017

| Name & Company Name: (<u>PRINT</u>) | Address: | E-mail: |
|--|-------------|---------|
| 1 <u>RANDALL HIGGINS</u> | <u>CITY</u> | |
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**City of Cleveland
Municipal Airport Authority**

474 2nd Street SE
Cleveland, TN 37311

Lou Patten, Chairman
Verrill Norwood, Vice Chairman
Lynn DeVault, Secretary/Treasurer
Steve Wright
Robbie Garrison

10 January, 2017

Mr. William B. Orellana, Director
Tennessee Department of Transportation
Aeronautics Division
P.O. Box 17326
Nashville, TN 37217

Dear Mr. Orellana:

The Cleveland Municipal Airport Authority hereby requests financial assistance from the Tennessee Department of Transportation in the amount of \$2,500,000.00 for improvements at the Cleveland TN Regional Jetport. The requested project is:

- 1) 700' Runway Extension (Construction and Remainder of Engineering Costs)

We have available the necessary funds for the local share of this project and I am authorized to provide additional information or assurances associated with this request.

Please let me know if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lou Patten", is written over a faint, larger version of the same signature.

Lou Patten, Chairman
Cleveland Municipal Airport Authority

cc: file

CLEVELAND REGIONAL JETPORT
 CLEVELAND, TN
 TAD NO. TBD

700' RUNWAY EXTENSION PROJECT

ENGINEERS OPINION OF PROBABLE CONSTRUCTION COST

1/11/2017

| Item Number | Item Description | Unit | Estimated Quantity | Unit Price | Extended Total |
|------------------------------|--|------|--------------------|--------------|-----------------------|
| 1 | MOBILIZATION | LS | 1 | \$125,000.00 | \$125,000.00 |
| 2 | LOW PROFILE BARRICADE PLACEMENT | EA | 35 | \$350.00 | \$12,250.00 |
| 3 | CONSTRUCTION EXIT, CULVERT CROSSING AND HAUL ROUTE | LS | 1 | \$5,000.00 | \$5,000.00 |
| 4 | TEMPORARY RUNWAY THRESHOLD MARKINGS AND LIGHTING | LS | 1 | \$15,000.00 | \$15,000.00 |
| 5 | CONSTRUCTION STAKING AND QUALITY CONTROL TESTING | LS | 1 | \$75,000.00 | \$75,000.00 |
| 6 | UNCLASSIFIED EXCAVATION | CY | 16,000 | \$8.00 | \$128,000.00 |
| 7 | ON-SITE BORROW | CY | 33,000 | \$9.50 | \$313,500.00 |
| 8 | EROSION CONTROL - SILT FENCE | LF | 8,880 | \$1.75 | \$15,540.00 |
| 9 | EROSION CONTROL - ROCK CHECK DAM | EA | 4 | \$195.00 | \$780.00 |
| 10 | EROSION CONTROL - CULVERT PROTECTION TYPE 1 | EA | 4 | \$400.00 | \$1,600.00 |
| 11 | EROSION CONTROL - CLASS A-1 RIP-RAP | TON | 33 | \$30.00 | \$990.00 |
| 12 | CRUSHED AGGREGATE BASE COURSE (4") | TON | 3,266 | \$25.00 | \$81,650.00 |
| 13 | PORTLAND CEMENT CONCRETE PAVEMENT (11") | SY | 13,210 | \$75.00 | \$990,750.00 |
| 14 | WHITE PAVEMENT MARKING | SF | 24,006 | \$1.25 | \$30,007.50 |
| 15 | YELLOW PAVEMENT MARKING | SF | 870 | \$1.25 | \$1,087.50 |
| 16 | BLACK PAVEMENT MARKING | SF | 5,455 | \$0.75 | \$4,091.25 |
| 17 | SURFACE PREPARATION | LS | 1 | \$25,000.00 | \$25,000.00 |
| 18 | PERIMETER DRAINS | LF | 3,450 | \$12.00 | \$41,400.00 |
| 19 | LATERAL DRAINS | LF | 790 | \$12.00 | \$9,480.00 |
| 20 | LATERAL DRAIN END TREATMENT | EA | 10 | \$350.00 | \$3,500.00 |
| 21 | EXISTING LATERAL DRAIN DEMOLITION | LS | 1 | \$10,000.00 | \$10,000.00 |
| 22 | 18" CONCRETE PIPE | LF | 124 | \$35.00 | \$4,340.00 |
| 23 | HEADWALLS (18" RCP) | EA | 2 | \$2,500.00 | \$5,000.00 |
| 24 | SEEDING AND MULCHING | AC | 30 | \$1,500.00 | \$45,000.00 |
| 25 | SODDING | SY | 6,800 | \$5.00 | \$34,000.00 |
| 26 | TOPSOILING | CY | 11,400 | \$5.00 | \$57,000.00 |
| 27 | LIGHTING DEMOLITION | LS | 1 | \$5,000.00 | \$5,000.00 |
| 28 | TRENCHING AND BACKFILL | LF | 14,960 | \$1.50 | \$22,440.00 |
| 29 | 1/C, #8 AWG, 5kV, L-824C CABLE | LF | 27,000 | \$1.75 | \$47,250.00 |
| 30 | 3, 1/C, #6 AWG, 600V, L-824C CABLE | LF | 800 | \$3.75 | \$3,000.00 |
| 31 | #6 AWG BSDC (COUNTERPOISE) | LF | 9,000 | \$1.35 | \$12,150.00 |
| 32 | 5/8" x 10' COUNTERPOISE GROUND ROD AND CONNECTION | EA | 25 | \$150.00 | \$3,750.00 |
| 33 | TRENCHING AND BACKFILL FOR ISOLATED COUNTERPOISE (PLOWING) | LF | 9,000 | \$1.25 | \$11,250.00 |
| 34 | 4-WAY, 4" CONCRETE ENCASED ELECTRICAL DUCT | LF | 65 | \$96.00 | \$6,240.00 |
| 35 | STAKE MOUNTED L-861 RUNWAY LIGHT AMBER/ CLEAR LENS | EA | 5 | \$350.00 | \$1,750.00 |
| 36 | BASE MOUNTED L-861 RUNWAY LIGHT AMBER/CLEAR LENS | EA | 1 | \$1,050.00 | \$1,050.00 |
| 37 | BASE MOUNTED L-861 THRESHOLD LIGHT RED/GREEN LENS | EA | 2 | \$1,100.00 | \$2,200.00 |
| 38 | STAKE MOUNTED L-861 THRESHOLD LIGHT RED/GREEN LENS | EA | 6 | \$400.00 | \$2,400.00 |
| 39 | STAKE MOUNTED L-861T TAXIWAY LIGHT BLUE LENS | EA | 34 | \$350.00 | \$11,900.00 |
| 40 | BASE MOUNTED L-861T TAXIWAY LIGHT BLUE LENS | EA | 3 | \$1,100.00 | \$3,300.00 |
| 41 | L-858 GUIDANCE SIGN, 2-MODULE, SINGLE-FACE, SIZE 2, STYLE 2, CLASS 2 | EA | 3 | \$3,750.00 | \$11,250.00 |
| 42 | L-858 GUIDANCE SIGN, 2-MODULE, DOUBLE-FACE, SIZE 2, STYLE 2, CLASS 2 | EA | 1 | \$4,750.00 | \$4,750.00 |
| 43 | L-858 GUIDANCE SIGN, 3-MODULE, DOUBLE-FACE SIZE 1, STYLE 2, CLASS 2 | EA | 2 | \$5,500.00 | \$11,000.00 |
| 44 | PAPI RELOCATION | LS | 1 | \$3,500.00 | \$3,500.00 |
| 45 | REIL RELOCATION | LS | 1 | \$3,500.00 | \$3,500.00 |
| CONSTRUCTION SUBTOTAL | | | | | \$2,202,646.25 |
| CONTINGENCY | | | | | \$132,155.28 |
| ENGINEERING | | | | | \$165,198.47 |
| TOTAL | | | | | \$2,500,000.00 |

This instrument prepared by Luke Thomason, Engineer Cleveland Utilities, 2450 Guthrie Ave NW,
Cleveland, TN 37320

Parcel No. 041 005.21 000

GRANT OF UTILITY LINE EASEMENT

FOR AND IN CONSIDERATION of the sum of TEN AND 00/100 Dollars (\$10.00) cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the undersigned, CLEVELAND MUNICIPAL AIRPORT AUTHORITY (hereinafter called Grantor), does hereby grant, transfer and convey to the CITY OF CLEVELAND, TENNESSEE, for the use and benefit of Cleveland Utilities Electric Division (hereinafter called Grantee), its successors and assigns, a permanent easement and right-of-way as shown on Exhibit "A" and Exhibit "B" for the following purposes, namely: the perpetual right to enter at any time, and from time to time, to erect, construct, operate, maintain, repair, rebuild, inspect, alter, relocate, and patrol a utility line easement for the purpose of installing electric overhead power lines, electric underground power lines, guy wires, cable TV lines, telephone lines, fiber optic lines, and all other appurtenances used and associated therewith including, by way of example, but not limited to, wires, poles, attachments, ground connections, equipment accessories, and cables, over, upon, under and across certain land situated in the Second Civil District of Bradley County, Tennessee, with said easement to-wit:

See attached Exhibit "A" and Exhibit "B" for description and drawing which are incorporated herein by reference.

Being across a part of the property conveyed to CLEVELAND MUNICIPAL AIRPORT AUTHORITY by deed dated JANUARY 1, 2010 and recorded in Deed Book 1953, page 495, in the Register's Office of Bradley County, Tennessee.

Included with the easement are the following incidental rights and powers that Grantor hereby grants to Grantee, its successors and assigns, and Grantor agrees that Grantee shall have:

(a) Grantor agrees that Grantee shall have the right to cut down, remove or trim any trees, and shrubbery to the extent necessary to keep the easement area clear, and to dispose of the same,; and

(b) Grantor agrees that Grantee shall also have the right from time to time, to cut down and dispose of all dead, weak, leaning or dangerous trees, including any such trees outside the easement that are tall enough to come within five (5) feet of any electric distribution line, conductor or any other structure or appurtenance if they were to fall. Grantor further agrees that Grantee may also trim or shape healthy trees outside the easement area to the extent necessary to protect the Grantee's structures and facilities.

Grantor further covenant that no excavation, building, signboards, billboards, structure, fire hazard, or obstruction of any kind will be constructed or permitted on said easement and that Grantor will not destroy, weaken or damage the lines, poles, support wires, or other related appurtenances, or in any way interfere with the operation, position or the installation thereof.

Grantor agrees that the payment of the purchase price above stated is accepted by them as full compensation for all damage caused by the exercise of any of the rights herein described, except the Grantee shall remain liable for any direct physical damage caused to the property of the Grantors by Grantee's construction forces, or by the construction forces of Grantee's agents and employees in the erection and maintenance of any structure, or in exercising a right of ingress and egress to the easement.

TO HAVE AND TO HOLD the above-described easement, including all rights and powers therewith, to Grantee, its successors and assigns, forever: and Grantors covenant with Grantee that Grantors are lawfully seized and possessed of the underlying land in fee simple and of the easement, have a good right to convey said easement, and the easement is unencumbered, except as otherwise herein set out herein; and Grantors further covenant and bind themselves, and their heirs, successors assigns and representatives, to warrant and forever defend the title to said easement to Grantee, its successor and assigns, against the lawful claims of all persons whomsoever.

Whenever used, the singular number shall include the plural, the plural, the singular, and the use of any gender shall be applicable to all genders. This Grant, and the provisions herein contained, shall run with the land and shall inure to the benefit of, and be binding upon, the parties hereto, their respective heirs, personal and legal representatives, lessees, employees, agents, successors and assigns.

IN WITNESS WHEREOF, this instrument is executed effective this _____ day of _____, 2016.

Grantor:

????????
Representing the Cleveland Municipal Airport Authority

Grantee:

City of Cleveland, Tennessee

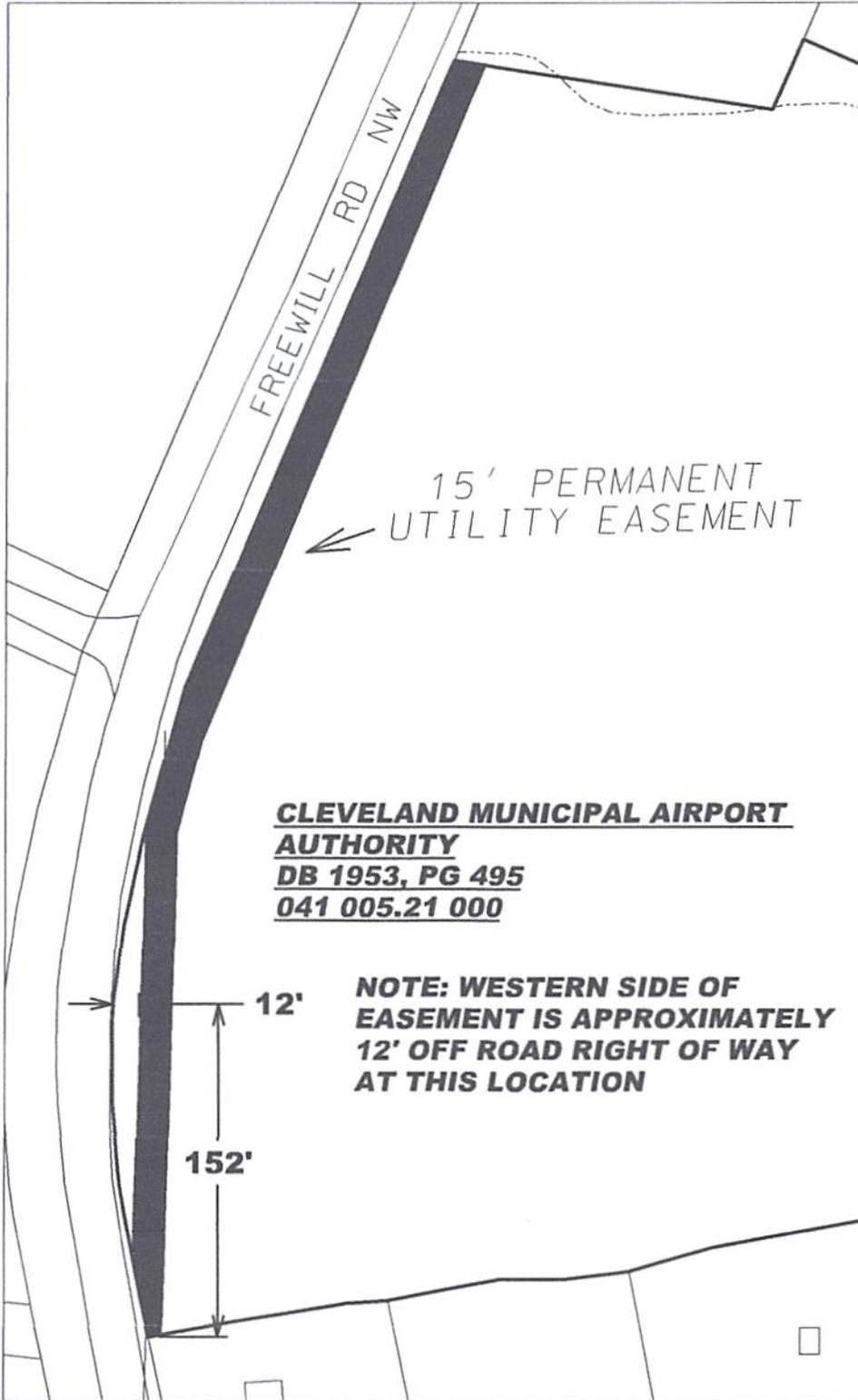
Tim Henderson
President/CEO Cleveland Utilities

STATE OF TENNESSEE
COUNTY OF BRADLEY

On this the ____ day of _____, 2016, before me personally appeared ??????to me known (or proved to me on the basis of satisfactory evidence) to be the persons described in, and who executed the foregoing instrument and acknowledged that they executed the same as their fee act and deed.

WITNESS my hand and seal at office, this the day and year above written.

Notary Public
My Commission expires: _____



PLAT OF PART OF PROPERTY OF
 CLEVELAND MUNICIPAL AIRPORT AUTHORITY

DEED BOOK 1953, PAGE 495

SHOWING PROPOSED UTILITY LINE

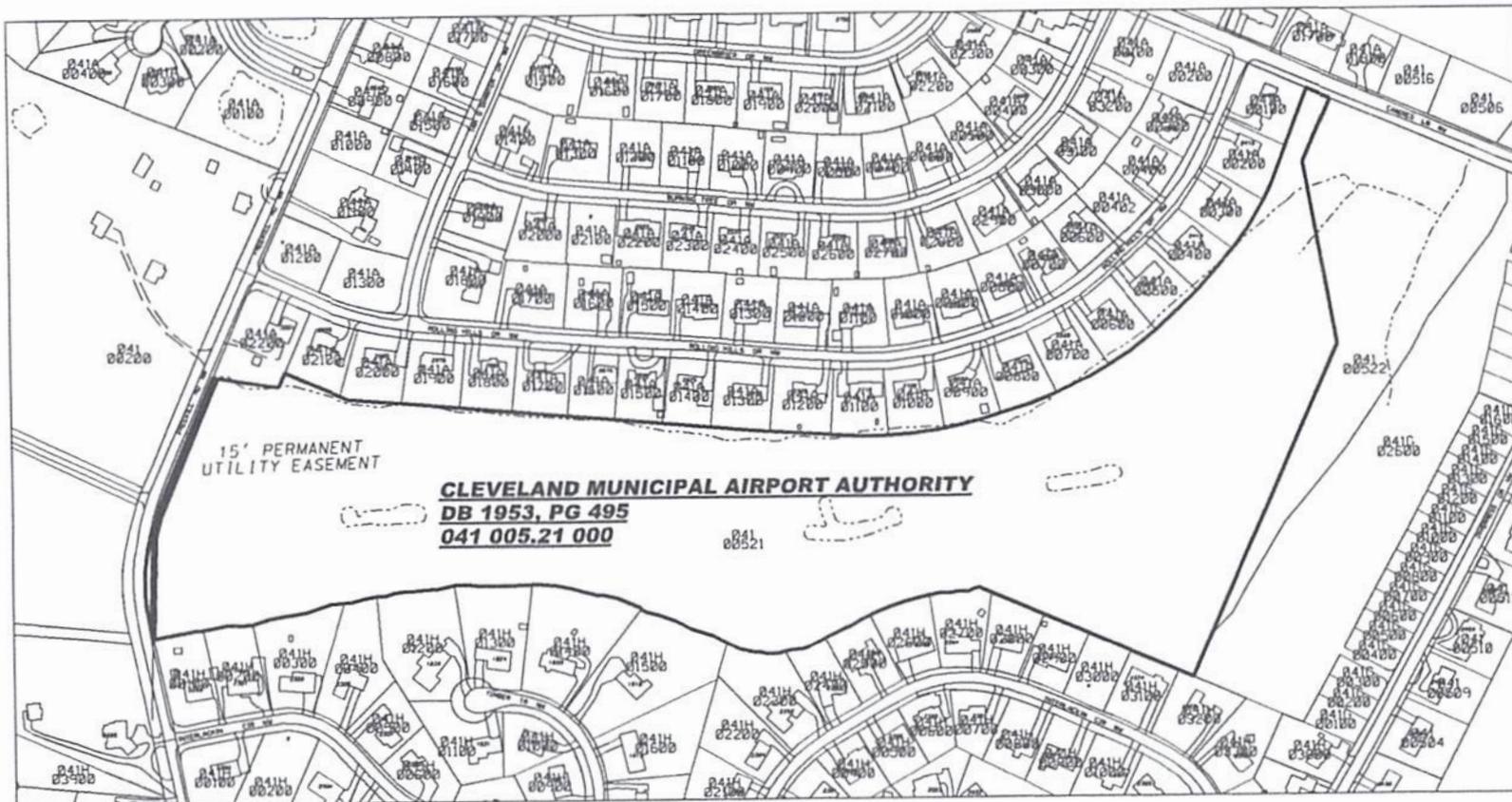
CLEVELAND UTILITIES
 FREEWILL RD NW
 OVERHEAD UTILITY LINES

BRADLEY COUNTY, TENNESSEE

EASEMENT AREA SQ FT
 PERMANENT: 9245

DATE: DECEMBER, 13 2016

DRAWING: B



**PLAT OF PART OF PROPERTY OF
 CLEVELAND MUNICIPAL AIRPORT AUTHORITY**

DEED BOOK 1953, PAGE 495

SHOWING PROPOSED UTILITY LINE

**CLEVELAND UTILITIES
 FREEWILL RD NW
 OVERHEAD UTILITY LINES**

BRADLEY COUNTY, TENNESSEE

**EASEMENT AREA SQ FT
 PERMANENT: 9245**

| |
|-------------------------|
| DATE: 12/13/2016 |
| DRAWING: A |

Date: 1/12/2017
1
Time: 12:19
GL6640
User: CHRISTY

City of Cleveland
Account Analysis
January 2017

Page:
Id:

Fund: 322-CAPITAL IMPROVEMENTS PROGRAM FUND

---Date--- Reference Check# Type -----Description----- -----Debit----- -----Credit----- -----Balance-----
--Packet--

| 52500-953 | CLEVELAND REGIONAL JETPORT | | | RUNWAY EXT DESIGN | | | | |
|------------|----------------------------|-------|----|-----------------------------|----------|--|--|-----------------|
| | | | | Beginning Balance | | | | 0.00 |
| 11/30/2016 | 16-308 | 57938 | CD | BENCHMARK TRUST CORPORATION | 2,250.00 | | | 2,250.00 CD4417 |
| 11/30/2016 | 2290 | 57960 | CD | MILLER CO., THE | 3,500.00 | | | 5,750.00 CD4417 |
| | | | | Ending Balance | 5,750.00 | | | 5,750.00 |

**Cleveland Municipal Airport Authority
Cleveland Regional Jetport (KRZR)**

Monthly Revenues and Expenses Report

FY 2017: July 1, 2016 thru June 30, 2017

| Revenue Sources as of 1/13/17 | December | | | Year to Date = 50.0 % of FY 2017 | | | YTD %'age of Budget | Budgeted | |
|----------------------------------|----------|---------------------|---------------|----------------------------------|---------------------|---------------|------------------------|----------------------|-------------|
| | Quantity | \$ Amount | %'age | Quantity | \$ Amount | %'age | | \$ Amount | %'age |
| Ground/Land Lease | 9 | \$ 7,070.90 | 44.1% | 55 | \$ 42,242.72 | 42.9% | 53.9% | \$ 78,300.00 | 38.9% |
| T-Hangar Rent | 40 | \$ 2,500.00 | 15.6% | 240 | \$ 15,000.00 | 15.2% | 50.0% | \$ 30,000.00 | 14.9% |
| Vrbl. Terminal Rent | 1 | \$ 1,606.79 | 10.0% | 6 | \$ 13,490.15 | 13.7% | 54.0% | \$ 25,000.00 | 12.4% |
| Maintenance Hangar | 1 | \$ 1,500.00 | 9.3% | 6 | \$ 9,000.00 | 9.1% | 50.0% | \$ 18,000.00 | 8.9% |
| Term. Bldg. Rental | 3 | \$ 560.00 | 3.5% | 10 | \$ 1,583.00 | 1.6% | 31.7% | \$ 5,000.00 | 2.5% |
| Video Advertising | | | | | | | 0.0% | \$ 10,000.00 | 5.0% |
| Special Events | | | | | | | | \$ 5,000.00 | 2.5% |
| | | | | | | | | \$ 171,300.00 | 85.1% |
| Flowage Fees | 16067.9 | \$ 2,808.96 | 17.5% | 134981.3 | \$ 17,078.57 | 17.4% | 56.9% | \$ 30,000.00 | 14.9% |
| Other | | | | | | | | | |
| Total Revenues | | \$ 16,046.65 | 100.0% | | \$ 98,394.44 | 100.0% | 48.9% | \$ 201,300.00 | 100% |

| | | | | | | | |
|------------------------------|----------------|----------|----------------|---------|-------|---------------|------|
| Budgeted Expenses - Prorated | \$ 16,775.00 | 104.5% | \$ 100,650.00 | 102.3% | 50.0% | \$ 201,300.00 | 100% |
| Retained | \$ (728.35) | (4.5)% | \$ (2255.56) | (2.3)% | | | |
| Actual Posted Expen: 1/13/17 | \$ 33,905.03 | 211.3% | \$ 121,525.83 | 123.5% | 60.4% | \$ 201,300.00 | 100% |
| Retained | \$ (17,858.38) | (111.3)% | \$ (23,131.39) | (23.5)% | | | |
| Other | | | | | | | |

Notes:

Date: 1/13/2017
 1
 Time: 14:46
 GL6660
 User: CHRISTY

City of Cleveland
 Expenditure Report
 December 2016

Page:
 Id:

Fund: 110-GENERAL FUND

Monthly Comparative % 50.0000

| Acct Number | Account Name | ANNUAL BUDGET | MTD EXPENSES | YTD EXPENSES | UNEXPENDED |
|-------------|---------------------------|---------------|--------------|--------------|------------|
| 52500-111 | SALARIES | 75,900.00 | 5,837.90 | 34,681.71 | 41,218.29 |
| 52500-114 | PART-TIME SALARIES | 8,491.00 | 33.00 | 1,968.16 | 6,522.84 |
| 52500-119 | CONTRACTED SERVICES-FBO | | | | |
| 52500-133 | SOLD VACATIONS | 1,500.00 | | | 1,500.00 |
| 52500-134 | CHRISTMAS BONUS | 200.00 | 108.28 | 108.28 | 91.72 |
| 52500-136 | SICK PAY INCENTIVE | 300.00 | 250.00 | 250.00 | 50.00 |
| 52500-140 | DENTAL INSURANCE | 700.00 | 48.95 | 195.80 | 504.20 |
| 52500-141 | SOCIAL SECURITY TAX | 7,400.00 | 492.27 | 3,216.53 | 4,183.47 |
| 52500-142 | HEALTH INSURANCE | 11,300.00 | 1,123.91 | 4,495.64 | 6,804.36 |
| 52500-143 | RETIREMENT EXP | 13,800.00 | 1,093.87 | 6,810.12 | 6,989.88 |
| 52500-144 | LIFE & DISABILITY INS | 900.00 | 75.03 | 515.35 | 384.65 |
| 52500-145 | VISION INSURANCE | 200.00 | 14.30 | 57.20 | 142.80 |
| 52500-149 | WORKER'S COMP CLAIMS | 500.00 | | | 500.00 |
| 52500-191 | LAUNDRY & DRY CLEANING | 600.00 | | 46.97 | 553.03 |
| 52500-197 | CLOTHING ALLOWANCE | 400.00 | | 350.00 | 50.00 |
| 52500-211 | POSTAGE/SHIPPING EXP | 300.00 | | 89.85 | 210.15 |
| 52500-221 | PRINTING EXP | 500.00 | | | 500.00 |
| 52500-237 | ADVERTISING | 4,000.00 | 100.00 | 631.30 | 3,368.70 |
| 52500-239 | SUBSCRIPTIONS/MEMBERSHIPS | 1,600.00 | 151.40 | 347.15 | 1,252.85 |
| 52500-241 | UTILITIES EXP | 39,000.00 | 7,336.56 | 18,194.06 | 20,805.94 |
| 52500-245 | TELEPHONE EXP | 10,000.00 | 752.09 | 4,669.76 | 5,330.24 |
| 52500-251 | CONTRACTED SVCS-SECURITY | 1,000.00 | | | 1,000.00 |
| 52500-266 | BUILDING MAINTENANCE | 8,000.00 | 3,385.00 | 5,792.33 | 2,207.67 |
| 52500-267 | GROUND MAINTENANCE | 10,000.00 | | 2,044.08 | 7,955.92 |
| 52500-282 | CAR ALLOWANCE | 4,200.00 | 350.00 | 2,100.00 | 2,100.00 |
| 52500-283 | TRAVEL & TRAINING EXP | 3,000.00 | | | 3,000.00 |
| 52500-288 | WORK SESSION MEALS | 500.00 | | 47.94 | 452.06 |
| 52500-290 | CREDIT CARD FEES | 12,000.00 | | 124.85 | 11,875.15 |
| 52500-291 | LEASE AGREEMENT EXPENSE | | | | |
| 52500-292 | FUEL TRUCK LEASES (2) | | | | |
| 52500-293 | CONTRACTED SCVS-MOWING | | | | |
| 52500-319 | OFFICE SUPPLIES | 1,200.00 | | 587.73 | 612.27 |
| 52500-321 | OPERATING EXPENSES | 500.00 | | 53.94 | 446.06 |
| 52500-324 | JANITORIAL EXPENSES | | | | |
| 52500-331 | GASOLINE EXP | 1,800.00 | | 645.34 | 1,154.66 |
| 52500-332 | REPAIRS & PARTS | 19,111.00 | 46.88 | 10,131.47 | 8,979.53 |
| 52500-333 | AVGAS & JETFUEL PURCHASES | 9.00 | | 8.02 | 0.98 |
| 52500-511 | INS-BLDGS & CONTENTS | 10,623.00 | 10,622.54 | 10,622.54 | 0.46 |
| 52500-512 | INS-VEHICLES & EQUIPMENTS | 267.00 | | 267.00 | |
| 52500-513 | INS-GENERAL LIABILITY | 1,119.00 | | 1,119.00 | |
| 52500-599 | MISCELLANEOUS | 500.00 | 1,940.14 | 2,414.40 | -1,914.40 |
| 52500-942 | SMALL EQUIPMENT | 1,400.00 | 135.96 | 366.94 | 1,033.06 |

TOTAL CLEVE REGIONAL JETPORT

RP6756GL

252,820.00

33,898.08

112,953.46

139,866.54

Fund Total

252,820.00

33,898.08

112,953.46

139,866.54

\$ 112,953.46

- 79,048.43

\$ 33,905.03

YTD

11/16

12/16

| JetA | Avgas | Self Serve |
|------|-------|------------|
|------|-------|------------|

| | | | |
|--------|-----------|----------|--------------|
| 1-Dec | 2000 | 82.5 | |
| 2-Dec | 490 | 132.2 | |
| 3-Dec | 299 | 94.1 | |
| 4-Dec | 0 | 53.6 | |
| 5-Dec | 0 | 31.6 | |
| 6-Dec | 1670 | 21.9 | |
| 7-Dec | 567 | 304.7 | |
| 8-Dec | 154 | 117.7 | |
| 9-Dec | 432 | 100.8 | |
| 10-Dec | 116 | 131.7 | |
| 11-Dec | 2031 | 32.5 | |
| 12-Dec | 60 | 48.4 | |
| 13-Dec | 330 | 0 | |
| 14-Dec | 183 | 43.1 | |
| 15-Dec | 0 | 161.6 | 18.52 |
| 16-Dec | 0 | 103.6 | |
| 17-Dec | 0 | 0 | |
| 18-Dec | 0 | 27.2 | |
| 19-Dec | 353 | 41.3 | |
| 20-Dec | 15 | 65.5 | |
| 21-Dec | 738 | 28 | |
| 22-Dec | 0 | 176.6 | 31.97 |
| 23-Dec | 0 | 179.2 | 17.61 |
| 24-Dec | 126 | 28.1 | |
| 25-Dec | 0 | 0 | 68.8 |
| 26-Dec | 2784 | 14 | |
| 27-Dec | 125 | 30 | |
| 28-Dec | 201 | 55.9 | |
| 29-Dec | 872 | 41.7 | |
| 30-Dec | 89 | 74.9 | |
| 31-Dec | 45 | 28.6 | |
| | | | Total |
| RZR | 13,680.00 | 2,251.00 | 136.90 |
| | | | 16,067.90 |

Meter Numbers

| | | |
|---|-----------------|-----------------------------|
| Avgas | | |
| Ending | | 112519.9 |
| Beginning | | 110268.6 |
| | | 2,251.3 |
| JetA Meter 1 Number | | Jet A Meter 2 Number |
| Ending | 762705 | 1853695 |
| Beginning | 760911 | 1841809 |
| | 1,794.0 | 11,886.0 |
| Total | 13,680.0 | |
| Recirculation for Meter Proofing | | |
| Total Sold | 13,680.0 | |

Check amount:

| | |
|-------------------------|--------------------|
| Terminal Bldg Rent | \$ 1,606.79 |
| Flowage Fee | \$ 1,928.15 |
| MTX Hangar | \$ 1,500.00 |
| T- Hangars | \$ 2,500.00 |
| Total Amount Due | \$ 7,534.94 |

11/16

11/16

**Cleveland Municipal Airport Authority
Cleveland Regional Jetport (KRZR)**

Monthly Revenues and Expenses Report

FY 2017: July 1, 2016 thru June 30, 2017

| Revenue Sources as of 11/07/16 | November | | | Year to Date =41.6 % of FY 2017 | | | YTD %'age of Budget | Budgeted | |
|-----------------------------------|----------|---------------------|---------------|---------------------------------|---------------------|---------------|------------------------|----------------------|-------------|
| | Quantity | \$ Amount | %'age | Quantity | \$ Amount | %'age | | \$ Amount | %'age |
| Ground/Land Lease | 9 | \$ 7,070.90 | 43.5% | 46 | \$ 35,116.82 | 42.7% | 35.8% | \$ 78,300.00 | 38.9% |
| T-Hangar Rent | 40 | \$ 2,500.00 | 15.4% | 200 | \$ 12,500.00 | 15.2% | 33.3% | \$ 30,000.00 | 14.9% |
| Vrbl. Terminal Rent | 1 | \$ 2,340.80 | 14.4% | 5 | \$ 11,891.36 | 14.4% | 38.2% | \$ 25,000.00 | 12.4% |
| Maintenance Hangar | 1 | \$ 1,500.00 | 9.2% | 5 | \$ 7,500.00 | 9.1% | 33.3% | \$ 18,000.00 | 8.9% |
| Term. Bldg. Rental | 1 | \$ 23.00 | 0.1% | 7 | \$ 1,023.00 | 1.2% | 20.0% | \$ 5,000.00 | 2.5% |
| Video Advertising | | | | | | | 0.0% | \$ 10,000.00 | 5.0% |
| Special Events | | | | | | | | \$ 5,000.00 | 2.5% |
| | | | | | | | | \$ 171,300.00 | 85.1% |
| Flowage Fees | 23408 | \$ 2,808.96 | 17.3% | 118913.4 | \$ 14,269.61 | 17.3% | 38.2% | \$ 30,000.00 | 14.9% |
| Other | | | | | | | | | |
| Total Revenues | | \$ 16,243.66 | 100.0% | | \$ 82,300.79 | 100.0% | 40.9% | \$ 201,300.00 | 100% |

| | | | | | | | |
|------------------------------|--------------|--------|---------------|--------|-------|---------------|------|
| Budgeted Expenses - Prorated | \$ 16,775.00 | 103.3% | \$ 83,875.00 | 101.9% | 41.7% | \$ 201,300.00 | 100% |
| Retained | \$ (531.14) | (3.3)% | \$ (1,574.21) | (1.9)% | | | |
| Actual Posted Expen: 12/7/16 | \$ 12,203.34 | 75.1% | \$ 87,620.80 | 106.5% | 43.5% | \$ 201,300.00 | 100% |
| Retained | \$ 4,040.32 | 24.9% | \$ (5,320.01) | (6.5)% | | | |
| Other | | | | | | | |

Notes:

Date: 12/07/2016
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City of Cleveland
 Expenditure Report
 November 2016

Page:
 Id:

Fund: 110-GENERAL FUND

Monthly Comparative % 41.6666

| Acct Number | Account Name | ANNUAL BUDGET | MTD EXPENSES | YTD EXPENSES | UNEXPENDED |
|-------------|---------------------------|---------------|--------------|--------------|------------|
| 52500-111 | SALARIES | 75,900.00 | 5,837.90 | 28,843.81 | 47,056.19 |
| 52500-114 | PART-TIME SALARIES | 14,000.00 | 214.50 | 1,935.16 | 12,064.84 |
| 52500-119 | CONTRACTED SERVICES-FBO | | | | |
| 52500-133 | SOLD VACATIONS | 1,500.00 | | | 1,500.00 |
| 52500-134 | CHRISTMAS BONUS | 200.00 | | | 200.00 |
| 52500-136 | SICK PAY INCENTIVE | 300.00 | | | 300.00 |
| 52500-140 | DENTAL INSURANCE | 700.00 | 48.95 | 146.85 | 553.15 |
| 52500-141 | SOCIAL SECURITY TAX | 7,400.00 | 459.59 | 2,724.26 | 4,675.74 |
| 52500-142 | HEALTH INSURANCE | 6,000.00 | 1,123.91 | 3,371.73 | 2,628.27 |
| 52500-143 | RETIREMENT EXP | 13,800.00 | 1,034.00 | 5,716.25 | 8,083.75 |
| 52500-144 | LIFE & DISABILITY INS | 900.00 | 150.06 | 440.32 | 459.68 |
| 52500-145 | VISION INSURANCE | 200.00 | 14.30 | 42.90 | 157.10 |
| 52500-149 | WORKER'S COMP CLAIMS | 500.00 | | | 500.00 |
| 52500-191 | LAUNDRY & DRY CLEANING | 600.00 | | 46.97 | 553.03 |
| 52500-197 | CLOTHING ALLOWANCE | 400.00 | | 350.00 | 50.00 |
| 52500-211 | POSTAGE/SHIPPING EXP | 300.00 | 20.28 | 89.85 | 210.15 |
| 52500-221 | PRINTING EXP | 500.00 | | | 500.00 |
| 52500-237 | ADVERTISING | 4,000.00 | 531.30 | 531.30 | 3,468.70 |
| 52500-239 | SUBSCRIPTIONS/MEMBERSHIPS | 1,600.00 | | 195.75 | 1,404.25 |
| 52500-241 | UTILITIES EXP | 39,000.00 | 141.45 | 10,857.50 | 28,142.50 |
| 52500-245 | TELEPHONE EXP | 10,000.00 | 801.78 | 3,917.67 | 6,082.33 |
| 52500-251 | CONTRACTED SVCS-SECURITY | 1,000.00 | | | 1,000.00 |
| 52500-266 | BUILDING MAINTENANCE | 8,000.00 | 56.97 | 2,407.33 | 2,612.67 |
| 52500-267 | GROUND MAINTENANCE | 10,000.00 | | 2,044.08 | 7,955.92 |
| 52500-282 | CAR ALLOWANCE | 4,200.00 | 350.00 | 1,750.00 | 2,450.00 |
| 52500-283 | TRAVEL & TRAINING EXP | 3,000.00 | | | 3,000.00 |
| 52500-288 | WORK SESSION MEALS | 500.00 | 47.94 | 47.94 | 452.06 |
| 52500-290 | CREDIT CARD FEES | 12,000.00 | -19.95 | 117.90 | 11,882.10 |
| 52500-291 | LEASE AGREEMENT EXPENSE | | | | |
| 52500-292 | FUEL TRUCK LEASES (2) | | | | |
| 52500-293 | CONTRACTED SCVS-MOWING | | | | |
| 52500-319 | OFFICE SUPPLIES | 1,200.00 | 158.74 | 587.73 | 612.27 |
| 52500-321 | OPERATING EXPENSES | 500.00 | 53.94 | 53.94 | 446.06 |
| 52500-324 | JANITORIAL EXPENSES | | | | |
| 52500-331 | GASOLINE EXP | 1,800.00 | 2.75 | 645.34 | 1,154.66 |
| 52500-332 | REPAIRS & PARTS | 19,111.00 | 670.61 | 10,084.59 | 9,026.41 |
| 52500-333 | AVGAS & JETFUEL PURCHASES | 9.00 | | 8.02 | 0.98 |
| 52500-511 | INS-BLDGS & CONTENTS | 10,100.00 | | | 10,100.00 |
| 52500-512 | INS-VEHICLES & EQUIPMENTS | 400.00 | 267.00 | 267.00 | 133.00 |
| 52500-513 | INS-GENERAL LIABILITY | 1,300.00 | 1,119.00 | 1,119.00 | 181.00 |
| 52500-599 | MISCELLANEOUS | 500.00 | -890.39 | 474.26 | 25.74 |
| 52500-942 | SMALL EQUIPMENT | 1,400.00 | | 230.98 | 1,169.02 |

| | | | | |
|------------------------------|------------|-----------|-----------|------------|
| | RP6572GL | | | |
| TOTAL CLEVE REGIONAL JETPORT | 252,820.00 | 12,194.63 | 79,048.43 | 170,791.57 |
| Fund Total | 252,820.00 | 12,194.63 | 79,048.43 | 170,791.57 |

| JetA | Avgas | Self Serve |
|------|-------|------------|
|------|-------|------------|

| | | | |
|--------|-----------|----------|--------------|
| 1-Nov | 432 | 269.9 | |
| 2-Nov | 969 | 82.1 | |
| 3-Nov | 985 | 201.9 | |
| 4-Nov | 265 | 89.3 | |
| 5-Nov | 74 | 188.7 | |
| 6-Nov | 2380 | 190.5 | |
| 7-Nov | 110 | 72 | |
| 8-Nov | 436 | 271.6 | |
| 9-Nov | 1010 | 127 | |
| 10-Nov | 401 | 55.1 | |
| 11-Nov | 33 | 167.8 | |
| 12-Nov | 189 | 122.4 | |
| 13-Nov | 2516 | 10 | |
| 14-Nov | 0 | 0 | |
| 15-Nov | 866 | 4.9 | |
| 16-Nov | 647 | 175.4 | |
| 17-Nov | 569 | 102.8 | |
| 18-Nov | 573 | 429.2 | |
| 19-Nov | 1306 | 194.7 | |
| 20-Nov | 987 | 0 | |
| 21-Nov | 100 | 27.7 | |
| 22-Nov | 42 | 33.4 | |
| 23-Nov | 143 | 261 | |
| 24-Nov | 80 | 0 | |
| 25-Nov | 238 | 38.5 | |
| 26-Nov | 1282 | 59.1 | |
| 27-Nov | 0 | 127.3 | |
| 28-Nov | 716 | 35.8 | |
| 29-Nov | 1943 | 2.9 | |
| 30-Nov | 775 | 0 | |
| 1-Dec | | | |
| | | | Total |
| RZR | 20,067.00 | 3,341.00 | - 23,408.00 |

Meter Numbers

| | | | |
|---|-----------------|-----------------------------|------------------|
| Avgas | | | |
| Ending | 110268.6 | | |
| Beginning | 106827 | | |
| | 3,441.6 | | |
| JetA Meter 1 Number | | Jet A Meter 2 Number | |
| Ending | 760911 | 1841809 | |
| Beginning | 757186 | 1825168 | |
| | 3,725.0 | 16,641.0 | |
| Total | 20,366.0 | | |
| Recirculation for Meter Proofing | | 11/7/2016 | 11/9/2016 |
| Total Sold | 20,027.0 | Jet A | 200 |
| | | Avgas | 100.1 |
| | | JetA Self | 99.8 |
| | | Avgas Self | 101.5 |
| | | Jet A | 139 |

| | |
|-------------------------|--------------------|
| Check amount: | |
| Terminal Bldg Rent | \$ 2,340.80 |
| Flowage Fee | \$ 2,808.96 |
| MTX Hangar | \$ 1,500.00 |
| T- Hangars | \$ 2,500.00 |
| Total Amount Due | \$ 9,149.76 |

**Cleveland Municipal Airport Authority
Cleveland Regional Jetport (KRZR)**

Monthly Revenues and Expenses Report

FY 2017: July 1, 2016 thru June 30, 2017

| Revenue Sources as of 11/07/16 | October | | | Year to Date = 33.3 % of FY 2017 | | | YTD %'age of Budget | Budgeted | |
|-----------------------------------|----------|---------------------|---------------|----------------------------------|---------------------|---------------|------------------------|----------------------|-------------|
| | Quantity | \$ Amount | %'age | Quantity | \$ Amount | %'age | | \$ Amount | %'age |
| Ground/Land Lease | 10 | \$ 8,304.74 | 44.9% | 37 | \$ 28,045.92 | 42.5% | 35.8% | \$ 78,300.00 | 38.9% |
| T-Hangar Rent | 40 | \$ 2,500.00 | 13.5% | 160 | \$ 10,000.00 | 15.1% | 33.3% | \$ 30,000.00 | 14.9% |
| Vrbl. Terminal Rent | 1 | \$ 2,759.80 | 14.9% | 4 | \$ 9,550.56 | 14.5% | 38.2% | \$ 25,000.00 | 12.4% |
| Maintenance Hangar | 1 | \$ 1,500.00 | 8.2% | 4 | \$ 6,000.00 | 9.1% | 33.3% | \$ 18,000.00 | 8.9% |
| Term. Bldg. Rental | 1 | \$ 100.00 | 0.5% | 6 | \$ 1,000.00 | 1.5% | 20.0% | \$ 5,000.00 | 2.5% |
| Video Advertising | | | | | | | 0.0% | \$ 10,000.00 | 5.0% |
| Special Events | | | | | | | | \$ 5,000.00 | 2.5% |
| | | | | | | | | \$ 171,300.00 | 85.1% |
| Flowage Fees | 27597.96 | \$ 3,311.76 | 17.9% | 95505.44 | \$ 11,460.65 | 17.3% | 38.2% | \$ 30,000.00 | 14.9% |
| Other | | | | | | | | | |
| Total Revenues | | \$ 18,476.30 | 100.0% | | \$ 66,057.13 | 100.0% | 32.8% | \$ 201,300.00 | 100% |

| | | | | | | | |
|-------------------------------|--------------|-------|---------------|---------|-------|---------------|------|
| Budgeted Expenses - Prorated | \$ 16,775.00 | 90.8% | \$ 67,100.00 | 98.4% | 33.3% | \$ 201,300.00 | 100% |
| Retained | \$ 1,701.30 | 9.2% | (1042.87) | (1.6)% | | | |
| Actual Posted Expen: 11/07/13 | \$ 15,067.46 | 81.6% | \$ 75,417.46 | 114.2% | 37.5% | \$ 201,300.00 | 100% |
| Retained | \$ 3,408.84 | 18.4% | \$ (9,360.33) | (14.2)% | | | |
| Other | | | | | | | |

Notes:

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 Date: 11/07/2016
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City of Cleveland
 Expenditure Report
 October 2016

Page:
 Id:

Fund: 110-GENERAL FUND

Monthly Comparative % 33.3333

| Acct Number | Account Name | ANNUAL BUDGET | MTD EXPENSES | YTD EXPENSES | UNEXPENDED |
|-------------|---------------------------|---------------|--------------|--------------|------------|
| 52500-111 | SALARIES | 75,900.00 | 5,837.90 | 23,005.91 | 52,894.09 |
| 52500-114 | PART-TIME SALARIES | 14,000.00 | 258.50 | 1,720.66 | 12,279.34 |
| 52500-119 | CONTRACTED SERVICES-FBO | | | | |
| 52500-133 | SOLD VACATIONS | 1,500.00 | | | 1,500.00 |
| 52500-134 | CHRISTMAS BONUS | 200.00 | | | 200.00 |
| 52500-136 | SICK PAY INCENTIVE | 300.00 | | | 300.00 |
| 52500-140 | DENTAL INSURANCE | 700.00 | 48.95 | 97.90 | 602.10 |
| 52500-141 | SOCIAL SECURITY TAX | 7,400.00 | 462.96 | 2,264.67 | 5,135.33 |
| 52500-142 | HEALTH INSURANCE | 6,000.00 | 1,123.91 | 2,247.82 | 3,752.18 |
| 52500-143 | RETIREMENT EXP | 13,800.00 | 1,034.00 | 4,682.25 | 9,117.75 |
| 52500-144 | LIFE & DISABILITY INS | 900.00 | 75.03 | 290.26 | 609.74 |
| 52500-145 | VISION INSURANCE | 200.00 | 14.30 | 28.60 | 171.40 |
| 52500-149 | WORKER'S COMP CLAIMS | 500.00 | | | 500.00 |
| 52500-191 | LAUNDRY & DRY CLEANING | 600.00 | 4.56 | 46.97 | 553.03 |
| 52500-197 | CLOTHING ALLOWANCE | 400.00 | | 350.00 | 50.00 |
| 52500-211 | POSTAGE/SHIPPING EXP | 300.00 | 69.57 | 69.57 | 230.43 |
| 52500-221 | PRINTING EXP | 500.00 | | | 500.00 |
| 52500-237 | ADVERTISING | 4,000.00 | | | 4,000.00 |
| 52500-239 | SUBSCRIPTIONS/MEMBERSHIPS | 1,600.00 | | 195.75 | 1,404.25 |
| 52500-241 | UTILITIES EXP | 39,000.00 | 3,572.85 | 10,716.05 | 28,283.95 |
| 52500-245 | TELEPHONE EXP | 10,000.00 | 716.57 | 3,115.89 | 6,884.11 |
| 52500-251 | CONTRACTED SVCS-SECURITY | 1,000.00 | | | 1,000.00 |
| 52500-266 | BUILDING MAINTENANCE | 8,000.00 | 51.97 | 2,350.36 | 2,669.64 |
| 52500-267 | GROUND MAINTENANCE | 10,000.00 | | 2,044.08 | 7,955.92 |
| 52500-282 | CAR ALLOWANCE | 4,200.00 | 350.00 | 1,400.00 | 2,800.00 |
| 52500-283 | TRAVEL & TRAINING EXP | 3,000.00 | | | 3,000.00 |
| 52500-288 | WORK SESSION MEALS | 500.00 | | | 500.00 |
| 52500-290 | CREDIT CARD FEES | 12,000.00 | | 129.14 | 11,870.86 |
| 52500-291 | LEASE AGREEMENT EXPENSE | | | | |
| 52500-292 | FUEL TRUCK LEASES (2) | | | | |
| 52500-293 | CONTRACTED SCVS-MOWING | | | | |
| 52500-319 | OFFICE SUPPLIES | 1,200.00 | | 428.99 | 771.01 |
| 52500-321 | OPERATING EXPENSES | 500.00 | | | 500.00 |
| 52500-324 | JANITORIAL EXPENSES | | | | |
| 52500-331 | GASOLINE EXP | 1,800.00 | 118.30 | 642.59 | 1,157.41 |
| 52500-332 | REPAIRS & PARTS | 19,111.00 | 17.58 | 9,413.98 | 9,697.02 |
| 52500-333 | AVGAS & JETFUEL PURCHASES | 9.00 | | 8.02 | 0.98 |
| 52500-511 | INS-BLDGS & CONTENTS | 10,100.00 | | | 10,100.00 |
| 52500-512 | INS-VEHICLES & EQUIPMENTS | 400.00 | | | 400.00 |
| 52500-513 | INS-GENERAL LIABILITY | 1,300.00 | | | 1,300.00 |
| 52500-599 | MISCELLANEOUS | 500.00 | 1,274.98 | 1,364.65 | -864.65 |
| 52500-942 | SMALL EQUIPMENT | 1,400.00 | | 230.98 | 1,169.02 |

| | | | | |
|------------------------------|------------------------|-----------|-----------|------------|
| TOTAL CLEVE REGIONAL JETPORT | RP3125GL 252,820.00 | 15,031.93 | 66,845.09 | 182,994.91 |
| Fund Total | 252,820.00 | 15,031.93 | 66,845.09 | 182,994.91 |

| JetA | Avgas | Self Serve |
|------|-------|------------|
|------|-------|------------|

| | | | |
|--------|------|-------|-------|
| 1-Oct | 520 | 121.6 | 31.36 |
| 2-Oct | 1625 | 171.1 | |
| 3-Oct | 750 | 143.5 | |
| 4-Oct | 275 | 127.7 | 17.34 |
| 5-Oct | 1230 | 66.7 | |
| 6-Oct | 620 | 57.5 | |
| 7-Oct | 36 | 151.7 | |
| 8-Oct | 1618 | 98.7 | |
| 9-Oct | 45 | 186.6 | |
| 10-Oct | 2228 | 53.2 | |
| 11-Oct | 1981 | 105.6 | 20 |
| 12-Oct | 977 | 96.1 | |
| 13-Oct | 430 | 75.6 | |
| 14-Oct | 228 | 125.6 | 24.1 |
| 15-Oct | 782 | 211.9 | |
| 16-Oct | 785 | 30 | |
| 17-Oct | 2184 | 326.4 | |
| 18-Oct | 610 | 188.6 | |
| 19-Oct | 240 | 205.8 | |
| 20-Oct | 59 | 125.1 | |
| 21-Oct | 656 | 140.6 | |
| 22-Oct | 237 | 391.3 | 20 |
| 23-Oct | 293 | 91 | |
| 24-Oct | 890 | 234.5 | |
| 25-Oct | 2170 | 287 | |
| 26-Oct | 140 | 267.7 | |
| 27-Oct | 320 | 300.7 | |
| 28-Oct | 31 | 286.1 | |
| 29-Oct | 180 | 48.4 | 18.56 |
| 30-Oct | 335 | 5.6 | |
| 31-Oct | 150 | 119.7 | |

Total

| | | | | |
|-----|-----------|----------|--------|-----------|
| RZR | 22,625.00 | 4,841.60 | 131.36 | 27,597.96 |
|-----|-----------|----------|--------|-----------|

Meter Numbers

| | | |
|-----------------------------|-----------------|-----------------------------|
| Avgas | | |
| Ending | | 106,827 |
| Beginning | | 101,985 |
| | | 4,841.6 |
| JetA Meter 1 Number | | Jet A Meter 2 Number |
| Ending | 757,186 | 1825168 |
| Beginning | 754,475 | 1804254 |
| | 2,711.0 | 20,914.0 |
| Total | 23,625.0 | |
| Recirculation for MX | 1000 | |
| Total Sold | 22,625.0 | |

Check amount:

| | |
|-------------------------|---------------------|
| Terminal Bldg Rent | \$ 2,759.80 |
| Flowage Fee | \$ 3,311.76 |
| MTX Hangar | \$ 1,500.00 |
| T- Hangars | \$ 2,500.00 |
| Total Amount Due | \$ 10,071.56 |

- (e) Access to the proposed building, including any required easements, roads or taxiways.
- (f) An approved ground lease with the Airport Authority, or an approved sublease with an existing authorized tenant of the Airport. Such lease to include all areas deemed necessary to the normal use of the building.
- (g) Minimum separation beyond the outermost perimeter of the structure shall be in accordance with the ALP. This provision may be waived, in whole or in part, by the Airport Authority to facilitate operations or access. Requests for waiver must be in writing, shall state the reason for the waiver, and shall state in detail the mitigating measures with respect to potential adverse impacts to the ALP that may arise from granting the requested waiver.
- (h) Proper filing of FAA Form 7460 with the FAA, with copies to the Airport Authority.

Section 4. – Application

These standards shall apply to all properties in the ALP and are in addition to any other jurisdictional requirements including but not limited to zoning ordinances and building codes of the City of Cleveland, Tennessee.

- (1) Copies of all structural plans, site plans, and material specifications developed by a licensed architect and/or engineer shall be provided to Airport Authority for review and approval and upon approval shall become the property of the Airport.
- (2) Airport Authority or designated agent shall make frequent inspections during construction of any approved building. No changes to, or variation from approved plans and specifications shall be permitted unless approved in writing by Airport Authority.
- (3) Construction of approved structure or material component thereof may not commence until the following documents or proofs thereof are submitted and approved by the Airport Authority:
 - (a) Contractor's Comprehensive General Liability Insurance and Automobile Liability Insurance policies in the amount not less than defined by Airport Authority.
 - (b) Contractor's Property Damage Liability Insurance shall be in an amount of not less than defined by Airport Authority.
 - (c) Property insurance upon the entire Work site.
 - (d) A Performance, Material and Labor Payment Bond that equals the value of the proposed project.
- (4) Erection of temporary buildings must be approved in writing by Airport Authority as to type; use, design and location on an individual basis for a specified term and that removal of temporary buildings will be done by the Lessee, at their expense, within fifteen days of the end of the approved term.
- (5) In the event of any failure on the part of any Lessee to comply with Airport requirements or any failure to complete a construction project according to the approved plans and specifications, or within a reasonable time as determined by Airport Authority, shall be cause for management to revoke any ground lease with the Lessee of the project and require that the structure be removed from airport property. In addition





to the forgoing remedies, Airport Authority shall retain all other remedies provided by the lease term or provided by law.

Section 5. – Minimum Develop Standards

- (1) General Requirements: This general section requires permits for the building, plumbing, mechanical, and electrical.
 - (a) All structures shall be designed and constructed in accordance with the Building, Plumbing, Mechanical and Electrical Codes as adopted by City of Cleveland, Tennessee.
 - (b) All plans must be approved by all required local or state building inspection offices and all permits must be obtained before construction begins.
 - (c) All electrical, plumbing, and mechanical or any other work that is governed by Federal, State or local licensing regulations will be performed only by individuals or companies so licensed.
 - (d) All construction shall be in compliance with all applicable zoning regulations, FAA regulations, height restrictions, and other regulations issued by any agency having jurisdiction over work or projects within the scope of these standards shall apply.
 - (e) Airport Authority must approve the schedule for all work and the approved schedule shall become binding upon the applicants unless modification of the schedule have been approved in writing by Airport Authority.

- (2) Special Requirements: The following are emphasized to promote safety, insurability of structures on airport properties, and to maintain the value of all airport properties.
 - (a) Footings and Foundations: Soil tests shall be performed at the location of any proposed structure and the design of the footing and foundation based on the results. Copies of the design and test results bearing the seal of a registered architect or engineer shall be submitted to Airport Authority.
 - (b) Structural Strength and Materials: The Building Code currently adopted by City of Cleveland shall apply as to allowable materials and structural strength for the structural class or types as determined by use, seismic zone, wind and/or snow loads.
 - (c) Fire Rating: The fire ratings of structures used for the storage of aircraft, motor vehicles, and flammable or hazardous materials shall comply with the Building Code and any Federal, State or Municipal Fire Codes and are subject to the approval of the City of Cleveland Building Division and the City Fire Department.

- (3) Framing: All framing shall be of metal.

- (4) Exterior:

MINUTES
CITY OF CLEVELAND
MUNICIPAL AIRPORT AUTHORITY
January 20, 2017
9:00 A.M.



Be it recorded that the Cleveland Municipal Airport Authority met in a regular session on Friday, January 20, 2017, at 9:00 a.m. in the Cleveland Municipal Council Room.

MEMBERS PRESENT: Lou Patten, Verrill Norwood and Robbie Garrison

MEMBERS ABSENT: Lynn DeVault and Steve Wright

CITY STAFF: John Kimball (City Attorney), Joe Fivas (City Manager), Randall Higgins (City Reporter), Renea Brown (Secretary), Mark Fidler (Airport Manager), Shawn McKay (Finance Director), Kristi Powers (Support Services Manager) and Beverley Lindsey (Assistant to City Manager)

FBO STAFF: Nora Cole

CONSULTANTS: None

GUESTS: Jimmy Isom (CU), Luke Thomason (CU), and Frank Basadre

MEDIA: None

CALL TO ORDER

The meeting was called to order by the Chairman, Lou Patten, at 9:00 a.m.

ROLL CALL

Chairman Patten called the roll and is recorded above as Members Present.

ACCEPTANCE OF MINUTES

Chairman Patten called for a motion to accept the minutes from the October 21, 2016, meeting. Verrill Norwood so moved, seconded by Robbie Garrison and was unanimously passed.

UPDATES

Director's Report

Runway Extension Update

Mark Fidler advised the formal application for financial assistance was entered into TDOT's BlackCat program on the 11th. Per Director Orellana, it will be evaluated at the next TDOT Project Staff Review meeting held later this month. With their recommendation, the next step will be to appear at the Tennessee Aeronautics Commission's next meeting in Nashville on February 16th.

Of the easement appraisals, two have been received at this time for the approximate eighteen acres consisting of the Jim Moore farm on the north end of the airport. TDOT and the FAA required review appraisals which are currently underway and should be back to him no later than the 25th of this month. Following the completion of the review appraisals, TDOT Aeronautic staff will review the submitted documents, then the negotiations for the RPZ easement can begin with Mr. Moore.

The Public Hearing was held at the Jetport on the evening of December 15th. The hearing was advertised in the Banner in mid-November and the Environmental Evaluation Short Forms were available for public review at the Jetport, City Manager's office and the Chamber of Commerce. There was no attendance by the public at the hearing and no objections to the extension project have been brought forth to date.

Chairman Patten said the Authority will continue moving forward just as if the project will be funded. He and Mark will be traveling to the TAC meeting in February with hopes of receiving funding. If this happens, we will continue on schedule with bids and getting the project moving forward this summer.

Director's Report

Customs Update

There is little to report this month. He has not spoken with anyone since December. At that time, he was advised that the application for extension for the Port of Chattanooga boundaries would require an entrance of the Federal Register for further consideration; this is a time consuming proposition. Mr. Patten has contacted DesJarlais' and Corker's offices to see what assistance they may be capable of providing.

Chairman Patten sent a timeline, which was provided by Mark of his dealings and conversations with Customs and Border Control, to Senator Corker's office and asked if they could help. He mentioned our anticipating a runway extension and additional corporate traffic, and felt things really needed to start moving.

Other

Chairman Patten had a question on the financial handout. He asked if the differences on the expense reports provided by Kristi Powers and Mark Fidler were a timing issue. Mark explained the report produced by Kristi did not have all of the expenses reflected.

FBO Report

Nora Cole reported:

- Fuel sales have declined the last couple of months possibly due to the weather and the holidays. However, within the last week, sales have started to pick up.
- The flight school is now in full swing. The first flight was November 2nd. There were eleven hours put on the plane in November and 49.4 hours in December.

The plane is a 172, but the flight club they have partnered with is switching to a Piper Cherokee.

UNFINISHED BUSINESS

None

NEW BUSINESS

Motion to Authorize the Chairman to Request Funding in the Amount of \$2,500,000 (80/20 Match) for Construction and Remainder of Engineering Costs for the 700' Runway Extension

Chairman Patten called for a motion authorizing him to request funding in the amount of \$2,500,000 for construction and the remainder of the engineering costs for the 700' runway extension. Verrill Norwood so moved, seconded by Robbie Garrison and was unanimously passed.

Motion to Authorize the Chairman to Sign a Cleveland Utilities Easement Request at the Freewill Road Wetlands

Lou Patten said he didn't want authorization to sign this today. There were lots of hoops to jump through in order to get the wetlands in place and TDEC was overseeing it. Mark Fidler has asked Luke Thomason to get in touch with S&ME to make sure we are in compliance with TDEC regulations. We want to make sure we are doing everything correctly.

Luke Thomason advised he and Mark met at the site earlier in the week. He explained Cleveland Utilities is looking to build a new utility line along Freewill Road. The property at Freewill Road and 22nd Street was just recently annexed into the City, and the developer is looking to put a new subdivision there. Due to the property being within the city limits, CU has the opportunity to provide electric service to them. Volunteer Electric currently has lines there, but CU does not. There is an existing utility line that cuts across the property behind the paved walkway. He is wanting to partner with Volunteer to build a utility line that would carry both of their lines. This line would be moved closer to the road on the outside of the walkway and should help with aesthetics. He has spoken to Liz with S&ME; and she feels since the poles will be on the outside, they should be okay. Her concern is the trucks that will have to get on the inside of the walkway in the wetland area. She does not want the area disturbed or rutted up. He advised her they could work with that; the only reason for a truck to be in there would be to remove the existing pole. If need be, they can wait until summer when the ground is drier. Within the next two or three weeks, S&ME will go out and look at the site to make sure everyone is on the same page. Liz will send him an email once everything is reviewed. He feels they should be good to go once that email is received.

Chairman Patten asked when he anticipates the start of construction. Luke said most likely in the spring.

Chairman Patten asked John Kimball if he was okay with the easement wording. John said yes it was standard.

Mark Fidler asked when the Tree Board would render a decision. Luke said anytime. The last he heard, there were no objections. He thinks the last opportunity to object was this week. He will check with them next week. Chairman Patten asked if they were speaking of tree removal. Mark said yes. There are some trees running along Freewill Road that are being considered for removal. They separate the road from the walkway. Mark said his concern is with the trees gone, there will not be a buffer between the two. Jimmy Isom advised they could get with Dan Hartman to come to an agreement. They don't object to low growing trees; they actually do replacement when they cut them on people's property. There could be dogwoods or others planted that would not interfere with the electric lines. Mark feels like that is a much better alternative.

Chairman Patten called for a motion to authorize him to sign a Cleveland Utilities easement request for the Freewill Road wetlands after the environmental aspects have been completed.

Verrill Norwood so moved, seconded by Robbie Garrison and was unanimously approved. When approval is received from S&ME and everything is good with TDEC, Chairman Patten will sign the easement.

Report – Lease Payments and Fuel Flowage Fees

Mark Fidler reported all lease payments are current right now.

All lessees and transient traffic are paying the fuel flowage fee of \$.12 per gallon with the exception of Voice of Evangelism Ministries. From July 1st through December 1st, a total of 12,877.7 gallons of fuel was dispensed through the VOE system into either the VOE KingAir or John Sheehan's Citation Mustang.

He advised on December 5th, Chairman Patten received an email from Kevin Wright, who is John Sheehan's and Voice of Evangelism's pilot, stating an agreement with CFM had been reached and the fueling services for the Sheehan Mustang would be provided by CFM. Mr. Wright asked for an invoice to be addressed to Mr. Sheehan's attention for 9,000 of the 12,877.7 gallons dispensed. An invoice was generated for the amount of \$1080.00 and was subsequently paid on December 15th. The remaining balance for VOE's fuel flowage fee not paid to date is \$486.92 for 4,057.6 gallons. Letters have been sent to Kevin Wright, Charles Ellis and Perry Stone regarding the balance but he has not received a response. He along with Chairman Patten and John Kimball have met to discuss other options available for collecting this debt.

Chairman Patten noted Kevin Wright had come by his office to discuss possibly getting a lower fuel flowage fee for Voice of Evangelism. He explained he didn't have the authority to authorize that, but Mr. Wright could bring it before the Authority if he wanted.

Chairman Patten asked John Kimball if he had sent a letter on behalf of the Authority. He said he has not sent anything since they last spoke. The last he saw was in December when someone was going to try and meet with Perry Stone.

Board Member Norwood asked if they had explained what their reasoning was for not paying it. Chairman Patten was unsure if it was because they felt it was too high or they just didn't think they should have to pay it. Mark Fidler said it was because he wanted the same rights and benefits that he had at Hardwick Field. Chairman Patten asked John Kimball to send a certified letter to Chuck Ellis, Mr. Stone's deputy.

Verrill Norwood was asked to speak to Mr. Wright before any additional action is taken. If he can't resolve things, then Mr. Kimball will send out the letter to Mr. Ellis.

Minimum Standards/Leases – Required Time Limit for Hangar Construction

This issue has come about due to how long it has taken Southeast Jet Center to finish their hangar.

Chairman Patten called Frank Basadre, the co-owner and contractor for Southeast Jet Center, to the podium to speak. Mr. Basadre reported they are back in full swing. However, February is not typically a good time to work on the outside of the building and on the ground. He just isn't sure how many days they will be able to get in. If there is good weather, they should be completed with the outside in four to six weeks. He also added that the hangar has been upgraded from what was discussed initially and he feels it will be a really nice asset for the Jetport.

Board Member Garrison asked how big the hangar is going to be. Mr. Basadre said the hangar will be 100 x 120 with 3,500 square feet of office space and will hold three possibly four planes after their charter service is up and running.

Chairman Patten brought everyone's attention back to the issue. He said there was a provision in the minimum standards for construction to begin within twelve months of the lease being signed, but he didn't think there was anything in there about completion. Mark Fidler advised there was a section in the minimum standards in section 4, item 5 stating 'failure to complete a construction project according to the approved plans and specifications, or within a reasonable time as determined by the Airport Authority, shall be cause for management to revoke any ground lease with the Lessee of the project and require that the structure be removed from airport property.' There is a provision, just not a specified time.

John Kimball stated the clause was broad enough that if the Authority had a situation with any existing lease...if the delay was unreasonable...they would be authorized to at least send them a notice saying 'this is our expectation; here's our position; here's what we believe is reasonable; we expect you to complete it by that date; and here's what could happen if you don't.' A reasonable time is going to vary upon the facts and circumstances of any situation, but it is broad enough to give some authority.

Mark said in Frank's defense, they really have come a long way in the last couple of weeks. The stucco is near ready to be put on the building and the driveway has been partially cut in.

BOARD MEMBER REPORTS

Lou Patten – None

Verrill Norwood – None

Lynn DeVault – Absent

Robbie Garrison –None

Steve Wright – Absent

Adjournment

Chairman Patten cancelled the February meeting due to lack of business. The next meeting is set for Friday, March 10th at 9:00 a.m. Since there was no further discussion, Chairman Patten adjourned the meeting at 9:28 a.m.

Respectfully submitted,

Renea Brown,
Recording Secretary

Handouts:

Financial Reports for October, November and December

- Expenditure Report
- Operating Revenues & Expenses
- CFM Fuel Sales

Minimum Standards Section Regarding Time Frame for Construction

Information Attachments:

1. Funding Request for \$2,500,000 for Construction and Remainder of Engineering Costs for the Runway Extension
2. CU Easement Request for Freewill Road Wetlands
3. Payments
4. Authority Attendance Log