



# **AIRPORT MAINTENANCE FUND**



- **Airport Layout Map**



## **2010 – 2011 Proposed Budget --- Budget Summary**

### **Airport Maintenance Fund**

#### **2010 – 2011 Airport Maintenance Fund Budget Highlights**

- Completed environmental and design work for Phase 2 construction which consists of a parallel and infield taxiway to serve the secondary Runway 17/35 that was reconstructed last year. Phase 2 construction is to begin in summer of 2010.



Since 1948, the McMinnville Airport has benefited from 24 federal grants totaling more than \$10.1 million.

- Phase 2 construction will use the remainder of the matching funds granted to the City from Evergreen Aviation. Any unused funds will be returned to Evergreen Aviation.

#### **Short- and Long-Term Issues**

- **Short-Term Issues** --- addressed by 2010-11 Proposed Budget

- **Long-Term Issues**

- City owned buildings and facilities, including hangers, FBO building, maintenance hangers, and hanger taxiways are in need of repair and replacement. These projects are low in priority for Federal Aviation Administration (FAA) grant funding and, therefore, must be funded by City or private resources. Very little, if any, Airport Maintenance Fund revenue is available for these projects.



Funding for the airport comes from hangar rentals, fuel flowage fees, farming and hangar land leases, and the OSP long term building lease. The airport is one of the few self-supported General Aviation Airports in Oregon.

- The airport has attempted to be totally self-supporting; although due to the limited revenue generation, the City has had to come up with creative funding sources such as the partnership with Evergreen to fund the City's match to recent FAA grants. With all property tax supported funds struggling for revenues, it is more critical than ever that additional revenues are generated from other sources to provide the required 5% FAA grant match.
- FAA regulations continue to change. Security measures will likely increase in the future putting additional strain on Airport Maintenance Fund revenues.

In 2002, 82,000 gallons of jet fuel were sold.  
In 2009, 139,700 gallons of Jet fuel were sold.



# 2010 – 2011 Proposed Budget --- Budget Summary

## Airport Maintenance Fund

- FBO needs and siting study was completed and adopted by the Airport Commission and City Council, but no funding is available to move forward with recommended plan.



The FBO building is comprised of 2 former barracks buildings from Camp Adair which were built circa 1942 and relocated to the airport in the early 70's.

At nearly 70 years old, the facility is well beyond its functional service life. Maintenance issues and the small physical size continues to challenge airport operations, growth, and providing that welcoming "Gateway" to the City.

### Core Services

#### **Operations**

- Charged with operating the airport facility necessary to meet all regulatory conditions as required by the FAA and providing a pleasing and safe environment for recreational pilots.
- Operate all facilities in a cost effective and efficient manner.

#### **Maintenance**

- Responsible for maintaining all facilities and equipment owned by the City. This includes hangars, FBO building, Oregon State Police Building, runway, taxiways, lighting, and grounds.



The 2009 airshows brought in more than 400 aircraft from around the region.



There were 3,200 glider "pulls" in 2009.



There are 175 based aircraft at the airport.



## Airport Maintenance Fund --- Historical Highlights

<b>1942</b>	McMinnville Municipal Airport constructed as national defense project for World War II. The airport property is acquired (fee title) by the City in 1942 and the federal government constructs the airport and airfield facilities.	<b>2001</b>	Airport Taxiway Improvement Project completed at a cost of \$1,900,000 – 90% FAA – AIP Grant funded.	<b>2006</b>	City and Evergreen Aviation reach agreement on partnership for major airport improvements.
<b>1957</b>	East Hangar is constructed.	<b>2003</b>	Runway Protection Zone (RPZ) Tree Topping Project completed at a cost of \$165,000 – 90% FAA-AIP Grant funded.	<b>2007</b>	Environmental and design work begin for major airport improvements.
<b>1973</b>	Airport Layout Plan (ALP) and Master Plan is written.	<b>2004</b>	ALP and Master Plan updated - FAA/ODA Grant.	<b>2008</b>	City and Oregon State Police reach agreement on lease terms on the former FAA Flight Services Station Building.
<b>1981</b>	ALP and Master Plan updated.	<b>2004</b>	Apron Expansion Project completed at a cost of \$490,000 – 90% FAA-AIP Grant funded.	<b>2008</b>	New taxiway to Evergreen hangar and reconstruction of Runway 17/35 completed.
<b>1982</b>	Voters pass 6-year bond levy to construct Automated Flight Service Building - \$700,000.	<b>2005</b>	Completed Oregon Department of Aviation (ODA) sponsored runway/taxiway seal coat project, paid off above-ground fuel tanks, and completed major runway lighting repairs.	<b>2009</b>	Remodel of the former FAA Flight Service Station for the Oregon State Police is completed. OSP occupies 90% of the building on a long term lease.
<b>1987</b>	Annual \$60,000 Transfer to Debt Service Fund eliminated.	<b>2006</b>	FAA contracts out Flight Services to Lockheed-Martin. Flight Services Station to close.	<b>2009</b>	Judy Newman retires as the Contract Airport Manager after 20 years of service.
<b>1989</b>	ALP and Master Plan updated.			<b>2009</b>	Graham Goad is named Contract Airport Manager.
<b>1992</b>	Main runway 4/22 reconstructed at cost of \$1,375,000 – 90% Federal Aviation Administration – Airport Improvement Projects (FAA-AIP) Grant funded.				
<b>1999</b>	New AVGAS and Jet A above ground fuel tanks installed using lease/purchase 7-year financing.				

## Budget Document Report

## 25 - AIRPORT MAINTENANCE FUND

2008 ACTUAL	2009 ACTUAL	2010 AMENDED BUDGET	Department :N/A Section :N/A Program :N/A				2011 PROPOSED BUDGET	2011 APPROVED BUDGET	2011 ADOPTED BUDGET	
RESOURCES										
BEGINNING FUND BALANCE										
320,415	307,698	170,000	4025-05	Designated Begin FB-Airport Fd - Evergreen Aviation				170,600	170,600	170,700
				Estimated cash carryover at July 1, 2010 of Evergreen Aviation's "seed money" to cover the required 5% match associated with the Federal Aviation Administration's (FAA) grants for the Runway Reconstruction/Taxiway Construction Project.						
352,494	492,102	742,000	4090	Beginning Fund Balance				759,300	759,300	775,200
				Estimated July 1, 2010 cash carryover from the 2009-2010 fiscal year.						
672,909	799,799	912,000	TOTAL BEGINNING FUND BALANCE				929,900	929,900	945,900	
INTERGOVERNMENTAL										
241,623	236,898	274,725	4580-10	FAA Grant - Environmental Study & Design				142,430	142,430	162,023
0	2,335,087	1,971,250	4580-15	FAA Grant - Runway/Taxiway Construction				1,567,500	1,567,500	1,567,500
				Federal Aviation Administration (FAA) grant to cover 95% of the Phase 2 construction costs for the Infield and Parallel Taxiway to serve Runway 17/35. The required 5% match will be paid by Evergreen Aviation per the City/Evergreen Partnership Agreement.						
241,623	2,571,985	2,245,975	TOTAL INTERGOVERNMENTAL				1,709,930	1,709,930	1,729,523	
CHARGES FOR SERVICES										
17,090	18,013	17,000	5400-05	Property Rentals - Crop Share & USDA				16,000	16,000	16,000
44,856	47,137	47,500	5400-10	Property Rentals - Land Leases				47,850	47,850	47,850
95,000	64,421	104,832	5400-15	Property Rentals - OSP Building				102,528	102,528	102,528
				Description	Units	Amt/Unit	Total			
				Federal Aviation Administration rent	12	1,087	13,044			
				Oregon State Police rent	12	7,457	89,484			
8,784	9,114	9,200	5400-20	Property Rentals - Fixed Base Operator Lease				9,400	9,400	9,400
42,576	42,657	42,000	5400-25	Property Rentals - City Hangar				43,000	43,000	43,000
208,306	181,341	220,532	TOTAL CHARGES FOR SERVICES				218,778	218,778	218,778	
MISCELLANEOUS										
31,855	11,306	4,600	6310	Interest				4,000	4,000	4,000
9,865	7,517	7,500	6600	Other Income				7,500	7,500	7,500
41,721	18,823	12,100	TOTAL MISCELLANEOUS				11,500	11,500	11,500	
TRANSFERS IN										
0	350,000	0	6900-77	Transfers In - Wastewater Capital				0	0	0

## Budget Document Report

**25 - AIRPORT MAINTENANCE FUND**

2008 ACTUAL	2009 ACTUAL	2010 AMENDED BUDGET	Department :N/A Section :N/A Program :N/A	2011 PROPOSED BUDGET	2011 APPROVED BUDGET	2011 ADOPTED BUDGET
0	350,000	0	<b><u>TOTAL TRANSFERS IN</u></b>	0	0	0
1,164,559	3,921,948	3,390,607	<b><i>TOTAL RESOURCES</i></b>	2,870,108	2,870,108	2,905,701

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2008 ACTUAL	2009 ACTUAL	2010 AMENDED BUDGET	Department :N/A Section :N/A Program :N/A			2011 PROPOSED BUDGET	2011 APPROVED BUDGET	2011 ADOPTED BUDGET
REQUIREMENTS								
MATERIALS AND SERVICES								
10,700	0	0	7610	Insurance		0	0	0
0	6,600	6,400	7610-05	Insurance - Liability		4,562	4,562	4,562
			Budget Note: Reduction due to CIS Trust surplus distribution.					
0	6,100	6,000	7610-10	Insurance - Property		4,224	4,224	4,224
			Budget Note: Reduction due to CIS Trust surplus distribution.					
57	60	200	7620	Telecommunications		200	200	200
			Airport Manager phone.					
1,771	1,698	2,500	7660	Materials & Supplies		2,500	2,500	2,500
			Airport restroom, janitorial and office supplies, miscellaneous permits.					
9,622	11,429	31,000	7720-40	Repairs & Maintenance - Runway/Taxiway		32,200	32,200	32,200
				Description	Units	Amt/Unit	Total	
				Airport miscellaneous repairs - minor paving, painting, etc.	1	15,000	15,000	
				Airport grounds weed spraying	1	8,000	8,000	
				Airport grounds mowing	1	9,200	9,200	
4,798	11,624	21,500	7740-05	Rental Property Repair & Maint - Building		21,149	21,149	21,149
			Budget Note: Liability premium reduced due to CIS Trust surplus distribution of property & liability premiums.					
				Description	Units	Amt/Unit	Total	
				Insurance - liability	1	749	749	
				Miscellaneous repairs, maintenance, landscaping, etc.	1	20,400	20,400	
5,044	5,665	11,100	7740-10	Rental Property Repair & Maint - OSP		9,980	9,980	9,980
			Budget Note: Reduction due to CIS Trust surplus distribution of property & liability premiums.					
				Description	Units	Amt/Unit	Total	
				Insurance - liability	1	204	204	
				Insurance - property	1	1,976	1,976	
				Miscellaneous repairs, maintenance, landscaping, etc.	1	7,800	7,800	
37,797	18,216	34,000	7750	Professional Services		25,000	25,000	25,000
				Description	Units	Amt/Unit	Total	
				Contract airport manager	1	13,860	13,860	
				Miscellaneous consultant fees	1	4,640	4,640	
				Audit fee allocation	1	6,500	6,500	
254,340	200,034	289,185	7760-45	Professional Svcs - Plan/Study - Environmental Design & Const Svc		149,927	149,927	168,656
			Professional and construction services for Phase 2 - Infield and Parallel Taxiway Construction Airport Improvement Project (AIP).					

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7,330	11,520	34,000	7770-52	Professional Services - Projects - OSP Remodel Design and construction services of a shop for the Oregon State Police (OSP).			34,000	34,000	34,000
5,883	10,246	15,000	8215	Airport Lighting Runway, beacon, street, and parking area lighting maintenance and power costs.			15,000	15,000	15,000
				Description	Units	Amt/Unit	Total		
				Electricity	1	6,000	6,000		
				Lighting maintenance	1	9,000	9,000		
0	0	51,790	8217	Public/Private Partnership Refund Refund of the deposit contributed by Evergreen Aviation in excess of the required 5% match for the Federal Aviation Administration's (FAA) grants for the runway and taxiway partnership project. Evergreen Aviation initially contributed \$325,000 in 2006.			80,600	80,600	83,995
337,342	283,194	502,675	TOTAL MATERIALS AND SERVICES				379,342	379,342	401,466
CAPITAL OUTLAY									
0	180,620	225,000	8800	Building Improvements Construction cost for an approximately 1,500 square foot shop for the Oregon State Police (OSP).			210,000	210,000	210,000
0	2,507,318	2,075,000	8920-10	Land Improvements - FAA - Runway & Taxiway Const Phase 2 construction costs for building an Infield and Parallel Taxiway to serve Runway 17/35. The project is 95% funded through Federal Aviation Administration (FAA) grants, and the 5% match will be paid by Evergreen Aviation per the City/Evergreen Partnership Agreement.			1,650,000	1,650,000	1,650,000
0	2,687,938	2,300,000	TOTAL CAPITAL OUTLAY				1,860,000	1,860,000	1,860,000
TRANSFERS OUT									
27,418	33,730	33,047	9700-01	Transfers Out - General Fund			34,480	34,480	34,236
				Description	Units	Amt/Unit	Total		
				Engineering, Admin, & Finance personal services support transfer	1	32,651	32,651		
				Airport Fund support of Engineering operations	1	1,585	1,585		
0	0	70,000	9700-77	Transfers Out - Wastewater Capital 2nd year repayment of interfund "loan" from Wastewater Capital Fund to finance the Automated Flight Service Station Building remodel into rental space for Oregon State Police, McMinnville operations.			70,000	70,000	70,000
27,418	33,730	103,047	TOTAL TRANSFERS OUT				104,480	104,480	104,236
CONTINGENCIES									
0	0	300,000	9800	Contingencies			300,000	300,000	300,000
0	0	300,000	TOTAL CONTINGENCIES				300,000	300,000	300,000



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ENDING FUND BALANCE							
307,698	172,330	0	9925-05	Designated End FB - Airport Fd - Evergreen Aviation	0	0	0
492,101	744,757	184,885	9999	Unappropriated Ending Fd Balance	226,286	226,286	239,999
				Budgeted cash carryover for July 1, 2011. Actual cash carryover will also include all remaining money from the Contingency account and the excess (deficit) of revenues over (under) expenditures from 2010-2011 operations.			
799,799	917,087	184,885	TOTAL ENDING FUND BALANCE		226,286	226,286	239,999
1,164,559	3,921,948	3,390,607	TOTAL REQUIREMENTS		2,870,108	2,870,108	2,905,701

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1,164,559	3,921,948	3,390,607	<b>TOTAL REQUIREMENTS</b>	2,870,108	2,870,108	2,905,701