

**City of Stevens Point  
Airport Commission  
Monday, July 10, 2017  
12:30 P.M.**

**MINUTES**

**PRESENT :** Paul Adamski, Mae Nachman, Anna Haines and Ray Schmidt.

**ALSO PRESENT :** Joel Lemke, Jason Draheim, Rob Molski, Mary Klesmith, Chris Lefebvre, Eric Southworth, Jaime Zdroik, City Treasurer Corey Ladick and Alderperson Heidi Oberstadt 4<sup>th</sup> District

**EXCUSED ABSENCE:** Carl Rasmussen

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## **I. ADMINISTRATION**

### **1. Approval of minutes of the May 8, 2017 meeting .**

**Motion made** by Anna Haines, seconded by Ray Schmidt to approve the minutes of the May 8, 2017 Airport Commission meeting.

Ayes all. Nays none. Motion carried.

## **II. ACCOUNTING**

### **2. Discussion and possible action on approval of department claims.**

#### **AIRPORT**

Paul Adamski presented the statement of claims for the Airport for May. The balance as of May 1, 2017 was \$289,802.57. The bank deposits recorded in May 2017 were \$29,938.47. Checks issued in May 2017 numbered 1661 through 1667 were in the amount of \$35,204.28. The net balance on hand May 31, 2017 was \$284,536.76.

Paul Adamski presented the statement of claims for the Airport for June. The balance as of June 1, 2017 was \$281,325.07. The bank deposits recorded in June 2017 were \$21,739.61. Checks issued in June 2017 numbered 1668 through 1685 were in the amount of \$44,809.52. The net balance on hand June 30, 2017 was \$258,255.16.

**Motion made** by Ray Schmidt, seconded by Anna Haines to approve the department claims for the months of May and June 2017 as audited and read.

Ayes all. Nays none. Motion carried.

### **3. Presentation of 2016 Audit by Baker Tilly.**

Dan La Haye presented the 2016 Audit to the Commission.

Revenues and Expenses - Slight increase in O&M costs due to maintenance items and higher fuel purchases.

Unrestricted Funds on Hand - 1.61 quarters billings on hand, over the 1 qtr recommended benchmark.

**Motion made** by Mae Nachman, seconded by Anna Haines to approve the 2016 Audit completed by Baker Tilly.

Ayes all. Nays none. Motion carried.

### III. AIRPORT MANAGERS REPORT

4. **Written report provided .**

The monthly reports for May and June were reviewed by the Commission.

5. **Verbal report .**

Jason stated there was a successful integration of the Spirit helicopter and crew.

The Commission would like to see a 12 months comparison for the monthly airport activity.

**The next Airport Commission meeting will be on Monday, September 11, 2017 immediately following the Board of Water & Sewerage Commission meeting.**

### IV. ADJOURNMENT

**Motion made** by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED  
1:21pm

AIRPORT COMMISSION

PAUL ADAMSKI, PRESIDENT