



Manistee County Blacker Airport Authority

2323 Airport Road • Manistee, Michigan 49660 • (231) 723-4351

MINUTES

Monday, July 14, 2008
12:00 Noon

Manistee County Blacker Airport
Conference Room

Members Present: Ervin Kowalski, Chairperson; Charles Brooks, Vice-Chairperson; Ed Haik; Glenn Lottie; Dale Picardat; Robert Wilson; and Paul Schulert

Others Present: William House, Airport Manager; George Saylor, Airport Legal Counsel; Russell Pomeroy, Airport Authority Treasurer; Patti Uhazie & Cindy Kaminski, Going Places Tours and Travel; and Rachel Nelson, Airport Authority Secretary

Ervin Kowalski, Chairperson, called the meeting to order at 12:05 P.M. Roll was taken by the Secretary.

Ms. Uhazie and Ms. Kaminski were present at the meeting to discuss recent issues between the airport and the local travel agencies. Mr. House apologized for the recent newspaper article in which he referred people to online travel sites and did not mention local travel agencies. However, Mr. House feels that the local travel agencies have not been supportive of the local airport. Ms. Kaminski stated that they do try to get people to use Blacker Airport, however, there are complications with the airline service. Mr. House admitted that right now, Great Lakes will only fly a person to Milwaukee, and at that point, they have to re-check their bags unless they are flying on MidWest. Great Lakes also only offers paper tickets, which can cause a problem for last minutes flights. Mr. House hopes that Great Lakes will start offering paperless tickets and have a baggage agreement soon, but he's not sure if this will happen. Ms. Kaminski noted that when MidWest was at the airport, it was a great service, but people booking directly from the airport was one of their greatest competitions. She noted that the biggest issue currently is a lack of communication between the airport and the travel agency, and that she hopes this can be worked on. Ms. Uhazie and Ms. Kaminski handed out sheets showing that their prices are comparable to online travel sites.

The Chairman confirmed that each member had received a copy and had an opportunity to review the Minutes from the regular meeting of the Airport Authority held on Monday, June 9, 2008.

There was a motion by Mr. Lottie, supported by Mr. Haik to approve the Airport Authority regular meeting Minutes of Monday, June 9, 2008, as presented.

A roll call vote was taken:

Yeas: 7 (Kowalski; Brooks; Haik; Lottie; Picardat; Wilson; Schulert)

Nays: 0

Absent: 0

Motion carried.

The Authority next reviewed the June 2008 Accounts Payable Report (APPENDIX A). Mr. Pomeroy noted that the Galaxy Electric, Inc. payment is for electric work on the runway, and the Weather Services International is a quarterly payment.

There was a motion by Mr. Picardat, supported by Mr. Wilson to approve the June 2008, Accounts Payable Report and authorize payment of the outstanding invoices totaling \$27,192.47.

A roll call vote was taken:

Yeas: 7 (Kowalski; Brooks; Haik; Lottie; Picardat; Wilson; Schulert)

Nays: 0

Absent: 0

Motion carried.

The Authority next reviewed the June 2008 Financial Statement (APPENDIX B) which includes a Balance Sheet, a Statement of Revenue and Expenses, and a running account of the Public Improvement Fund. Mr. Kowalski noted that the bills are greater than the income in June, and this is something that hasn't happened at the airport for some time. Mr. Pomeroy stated that it would be hard to cut the expenses, so the airport will probably need to request a higher appropriation from the County for the next Fiscal Year. Mr. Pomeroy noted that on the Balance Sheet under Assets, Accounts Receivable, it should say Great Lakes Airlines, not MidWest Express.

There was a motion by Mr. Schulert, supported by Mr. Wilson to approve the June 2008 Financial Statement.

A roll call vote was taken:

Yeas: 7 (Kowalski; Brooks; Haik; Lottie; Picardat; Wilson; Schulert)

Nays: 0

Absent: 0

Motion carried.

Mr. House informed the Authority that Great Lakes' top marketing employees will be at the airport on Thursday, July 24, 2008, at 10:00 A.M. for an open house. Mr. Kowalski commented that this would be a good time to talk to them about issues with their service. After discussion,

There was a motion by Mr. Lottie, supported by Mr. Haik to have a special meeting of the Airport Authority on Thursday, July 24, 2008, at 10:00 A.M. Motion carried by unanimous vote.

Sheets were handed out showing airplane passenger numbers for 2008 as well as the previous six years (APPENDIX C), and the Orchard Beach Aviation rent information (APPENDIX D).

With there being no further business to come before the Authority, the meeting was adjourned at approximately 12:55 P.M.

Respectfully submitted,

Rachel Nelson, Airport Authority Secretary

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APPENDIX B

MANISTEE COUNTY BLACKER AIRPORT

	JUNE 2008 REVENUE & EXPENSES		BUDGET REMAINING		25%
	CURRENT MONTH	YEAR-TO DATE	ANNUAL BUDGET	BALANCE \$	%
INCOME:					
HANGER RENTAL	\$ 1,300.00	\$ 13,804.80	\$ 16,120.00	\$ 2,315.20	14%
LANDING FEES - GREAT LAKES	\$ 13,290.24	\$ 153,577.85	\$ 247,082.00	\$ 93,504.15	38%
LANDING FEES - GENERAL AVIATION	\$ 144.00	\$ 144.00	\$ -	\$ (144.00)	0%
AUTO RENTAL SPACE	\$ -	\$ 3,137.33	\$ 4,200.00	\$ 1,062.67	25%
OFFICE RENT	\$ 1,125.00	\$ 10,125.00	\$ 13,500.00	\$ 3,375.00	25%
COUNTY OF MANISTEE	\$ 6,125.00	\$ 55,125.00	\$ 73,500.00	\$ 18,375.00	25%
FUEL SALES	\$ 1,074.14	\$ 2,482.69	\$ 6,500.00	\$ 4,017.31	62%
SIGN LEASE	\$ 200.00	\$ 3,600.00	\$ 3,400.00	\$ (200.00)	-6%
MISCELLANEOUS	\$ 1,019.50	\$ 1,619.50	\$ 1,000.00	\$ (619.50)	-62%
TOTAL INCOME	\$ 24,277.88	\$ 243,616.17	\$ 365,302.00	\$ 121,685.83	33%
EXPENSES:					
PERSONNEL - MANAGEMENT	\$ 3,000.00	\$ 27,000.00	\$ 36,000.00	\$ 9,000.00	25%
PERSONNEL - OPERATIONS & MAINTENANCE	\$ 18,464.43	\$ 145,685.68	\$ 206,250.00	\$ 60,564.32	29%
DUES & MEETINGS	\$ -	\$ 370.00	\$ 1,000.00	\$ 630.00	63%
SUPPLIES	\$ 512.60	\$ 1,956.19	\$ 2,500.00	\$ 543.81	22%
UTILITIES	\$ 3,052.68	\$ 27,019.16	\$ 23,000.00	\$ (4,019.16)	-17%
FUEL	\$ -	\$ 8,590.55	\$ 5,200.00	\$ (3,390.55)	-65%
REPAIRS & MAINTENANCE	\$ 214.99	\$ 5,360.15	\$ 10,000.00	\$ 4,639.85	46%
TERMINAL IMPROVEMENTS	\$ -	\$ 1,875.59	\$ 5,000.00	\$ 3,124.41	62%
CONTRACTED SERVICES	\$ 447.00	\$ 1,788.00	\$ 1,800.00	\$ 12.00	1%
LEGAL	\$ 408.25	\$ 2,277.11	\$ 5,000.00	\$ 2,722.89	54%
AUDIT	\$ -	\$ 1,450.00	\$ 1,500.00	\$ 50.00	3%
ADVERTISING	\$ -	\$ 117.00	\$ -	\$ (117.00)	0%
TELEPHONE	\$ 18.38	\$ 221.65	\$ 1,200.00	\$ 978.35	82%
INSURANCE	\$ -	\$ 18,158.08	\$ 26,000.00	\$ 7,841.92	30%
TRAINING (FIRE FIGHTER)	\$ -	\$ 8,089.02	\$ 10,000.00	\$ 1,910.98	0%
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	0%
BOOKKEEPING	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	100%
NOTES PAYABLE	\$ 1,074.14	\$ 2,482.69	\$ 6,500.00	\$ 4,017.31	62%
TRANSFER OUT/FUND BALANCE	\$ -	\$ -	\$ 20,402.00	\$ 20,402.00	100%
MISCELLANEOUS	\$ -	\$ 370.00	\$ 950.00	\$ 580.00	61%
	\$ 27,192.47	\$ 252,810.87	\$ 365,302.00	\$ 112,491.13	31%
EXCESS REVENUE OVER/(UNDER) EXPENDITURES	\$ (2,914.59)	\$ (9,194.70)			
BALANCE ON HAND - AIRPORT FUND					
BEGINNING BALANCE 06/01/08	\$ 96,846.53				
JUNE RECEIPTS	\$ 10,461.04				
MAY DISBURSEMENTS	\$ (19,350.44)				
	\$ 87,957.13				

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MANISTEE COUNTY BLACKER AIRPORT

JUNE 2008 BALANCE SHEET

ASSETS	6/30/2008	5/31/2008
CASH	\$ 87,957.13	\$ 96,846.53
ACCOUNTS RECEIVABLE		
MIDWEST EXPRESS	\$ 13,290.24	\$ -
STATE OF MICHIGAN (ADVERTISING)	\$ -	\$ -
MISC.	\$ 1,743.14	\$ 966.54
TOTAL ASSETS	\$ 102,990.51	\$ 97,813.07

LIABILITIES	6/30/2008	5/31/2008
ACCOUNTS PAYABLE - TRADE	\$ 27,192.47	\$ 19,350.44
ACCOUNTS PAYABLE - COUNTY	\$ -	\$ -
PREPAID HANGER RENT	\$ 375.00	\$ 125.00
TOTAL LIABILITIES	\$ 27,567.47	\$ 19,475.44

FUND BALANCE	\$ 75,423.04	\$ 78,337.63
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TOTAL LIABILITIES AND FUND BALANCE	\$ 102,990.51	\$ 97,813.07
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TOTAL PUBLIC IMPROVEMENT FUNDS AVAILABLE	\$ 128,930.51	\$ 128,930.51
STATE OF MICHIGAN	\$ 3,375.00	\$ 3,375.00
STATE OF MICHIGAN	\$ 124,500.00	\$ 124,500.00
STATE OF MICHIGAN	\$ 2,475.00	\$ 2,475.00
STATE OF MICHIGAN	\$ 2,400.00	\$ 2,400.00
STATE OF MICHIGAN (REFUND GRANT CLOSE OUT)	\$ (36.60)	\$ (36.60)
STATE OF MICHIGAN (REFUND GRANT CLOSE OUT)	\$ (8,106.42)	\$ (8,106.42)
STATE OF MICHIGAN (SNOWBLOWER)	\$ 13,138.00	\$ 13,138.00
TULIP CITYAIR (SALE OF OLD SNOWBLOWER)	\$ (32,750.00)	\$ (32,750.00)
PUBLIC IMPROVEMENT FUND - CASH AVAILABLE		\$ 23,935.53
BEGINNING BALANCE FOR FIRE FIGHTER TRAINING		\$ 27,500.00
BLARNEY CASTLE (PROPANE)		\$ 1,421.21
ORCHARD BEACH AVIATION (FIRE FIGHTER WAGES)		\$ 5,360.00
KELLOGG COMMUNITY COLLEGE (TRAINING)		\$ 12,700.00
WESTERN FIRE & SAFETY		\$ 3,976.00
GRAND TRAVERSE MOBILE		\$ 2,031.00
WESTERN FIRE & SAFETY		\$ 564.50
ORCHARD BEACH AVIATION		\$ 427.79
TRANSFER TO GENERAL FUND - OFFSET FIRE TRAINING		\$ 1,019.50
BALANCE AVAILABLE AS OF JULY 1, 2008		\$ 0.00

PASSENGERS OF GREAT LAKES

ENPLANED / DEPLANED

MANISTEE COUNTY BLACKER AIRPORT

	2007	2008	2009	2010	2011
	Midwest	Midwest			
JAN.	210/164 374	234/169 403			
FEB.	198/184 382	215/212 427			
MARCH	224/229 453	213/200 413			
APRIL	183/239 422	18/38 56			
MAY	238/251 489	0/0 0			
		Great Lakes			
JUNE	252/309 561	94/113 207			
JULY	340/348 688				
AUG.	348/305 653				
SEPT.	278/217 495				
OCT.	276/248 524				
NOV.	275/280 555				
DEC.	203/205 408				
TOTAL	3025/2979 6004				

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PASSENGERS OF SKYWAY AIRLINES

ENPLANED / DEPLANED

MANISTEE COUNTY BLACKER AIRPORT

	GL 2002	GL 2010	Skyway 2003 Sky	2004	2005	2006
JAN.	36/42 78	20/10 30	99/77 176	112/105 217	141/118 259	150/101 251
FEB.	49/45 94		87/86 173	141/130 271	183/147 330	137/133 270
MARCH	68/65 133		130/98 228	156/134 290	168/199 367	197/203 400
APRIL	83/80 163		103/110 213	140/161 301	132/152 284	191/218 409
MAY	109/139 248		125/134 259	120/128 248	162/152 314	200/217 417
JUNE	128/144 272		123/128 251	109/126 235	147/169 316	233/283 516
JULY	192/197 389		189/200 389	245/243 488	232/208 440	318/332 650
AUG.	207/210 417		183/167 350	251/209 460	223/228 451	349/358 707
SEPT.	118/93 211		124/98 222	215/202 417	171/158 329	268/267 535
OCT.	110/106 216		140/142 282	167/162 329	131/135 266	263/221 484
NOV.	70/75 145		121/108 229	170/175 345	159/148 307	210/205 415
DEC.	106/96 202		138/155 293	164/176 340	142/146 288	224/242 466
TOTAL	1276/1292 2568		1562/1503 3065	1990/1951 3941	1991/1960 3951	2740/2780 5520

ORCHARD BEACH AVIATION

June 2008

RENT

OFFICE	\$350.00
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HANGER	175.00
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FUEL	1074.14
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LANDING FEES

TWIN	72.00
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JET	72.00
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TOTAL	1743.14
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100	2167.30
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JET	4993.60
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TOTAL	7160.90
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