

DRAFT

MINUTES

Monday, February 10, 2014
10:00 A.M.

Manistee County Blacker Airport
Conference Room

Members Present: Paul Schulert, Chairperson; Ross Spencer, Vice-Chairperson; Mark Bergstrom; Alan Marshall; Dale Picardat; Brook Shafer; and Thom Smith

Members Absent: None

Others Present: Barry Lind, Airport Manager; George Saylor, Airport Legal Counsel; Justine McGuire, Manistee News Advocate; and Rachel Nelson, Airport Authority Secretary

Paul Schulert, Chairperson, called the meeting to order at 10:00 A.M. Roll was taken by the Secretary.

There was a motion by Mr. Shafer, supported by Mr. Bergstrom, to approve the meeting agenda as presented. Motion carried by unanimous vote.

There was no public comment.

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, January 13, 2014.

There was a motion by Mr. Bergstrom, supported by Mr. Marshall, to approve the Airport Authority regular meeting minutes of Monday, January 13, 2014, as presented. Motion carried by unanimous vote.

Mr. Schulert stated that he met with Mr. Pomeroy, and they discussed his duties and different things that others could help with. They will be meeting again.

The Authority next reviewed the October 2013; November 2013; December 2013; and January 2014 Accounts Payable Reports (APPENDIX A). Mr. Lind noted that the November Galaxy Electric payment was for replacing parking lot lights, and a few other lights. The December payment to Ranck Electric was for the runway sign panels, and this will be reimbursed with the federal grant funds. There were two Consumers bills paid in January. The January payment to Piper McCredie was for the liability, property and vehicle insurance.

There was a motion by Mr. Picardat, supported by Mr. Bergstrom, to approve the October 2013, November 2013, December 2013, and January 2014 Accounts Payable Reports and authorize payment of the outstanding invoices totaling \$179,709.75.

A roll call vote was taken:

Yeas: 5 (Schulert; Bergstrom; Marshall; Picardat; Shafer)

Nays: 2 (Spencer; Smith)

Absent: 0

Motion carried.

The Authority also reviewed the October 2013; November 2013; December 2013; and January 2014 Financial Statements (APPENDIX B), which include a Balance Sheet, a Statement of Revenue and

Expenses, and a running account of the Passenger Facility Charges collected. It was noted that the December hangar rental was high due to receiving the two private hangar rentals (Orchard Beach Aviation and Ted Arens). It was discovered that Orchard Beach Aviation had not paid their previous year's rental, so they also paid that. Mr. Pomeroy sends the bills for the hangar rental, and Mr. Schulert questioned this process since there is a lease so it doesn't seem that bills should need to be sent every month.

There was a motion by Mr. Bergstrom, supported by Mr. Picardat, to approve the October 2013, November 2013, December 2013, and January 2014 Financial Statements.

A roll call vote was taken:

Yeas: 4 (Picardat; Bergstrom; Spencer; Schulert)

Nays: 3 (Smith; Shafer; Marshall)

Absent: 0

Motion carried.

The Orchard Beach Aviation rent information was also provided, as well as fuel sales (APPENDIX C).

The Budget Committee did not meet.

The Promotion Committee did not meet.

The Rules and Regulations Committee did not meet. It was noted that the Rules and Regulations document needs to be updated with the changes that were approved. Mr. Lind believes he has the Word version of this document so it can be updated.

The Executive Committee met and provided a list of possible Airport Director review questions (APPENDIX D). The plan is that the Executive Committee will do the review and provide the results to the Airport Authority.

The Bylaws Committee did not meet, but has a meeting scheduled immediately following this meeting.

Mr. Lind reported that there were no airport incidents. Mr. Lind is still working with the insurance company regarding the hangar door that was damaged by a flight student since he was only able to acquire one quote.

Mr. Lind reminded the Authority that Public Charters is starting service from Pikesville, KY, to Nashville, TN. They have requested to use the software code that Mr. Lind developed for FLYmanistee.com that would combine their schedule with other flights from Nashville. Mr. Lind felt that the Airport Authority owned the copyright for the software and there should be a fee for Pikesville to use it, and Mr. Saylor agreed. Mr. Saylor will make sure that the legal fees for creating the document will not cost more than \$150, and he will email it to the Airport Authority members for their review.

There was a motion by Mr. Picardat, supported by Mr. Bergstrom, to formally license the code as it exists to Pikesville, with the conditions that it is being provided as is, with no warranty, and can't be shared, for a one time only fee of \$150.

A roll call vote was taken:

Yeas: 7 (Marshall; Picardat; Shafer; Smith; Bergstrom; Spencer; Schulert)

Nays: 0

Absent: 0

Motion carried.

Mr. Lind stated that a depth of 18" or less of snow must be maintained in a large area in front of the ILS (Instrument Landing System). For the first time, this has been surpassed, and snow needs to be removed. Mr. Lind is going to attempt to do this with their own equipment, but if that doesn't work, a company will need to be hired to remove the snow, and it is possible that a special meeting will need to be scheduled to approve this expense. The FAA will be measuring the snow within the next 10 days, and will be forced to take action if the snow is still over 18".

The B17 has been at the airport several times, typically every other year. They would like to come this year during the Forest Festival. This is a fund raiser for the Yankee Air Museum, and in the past, there hasn't been a charge for them to come. This year, they are requesting an appearance fee (\$2,000), and the cost of the fuel to fly to Manistee and back (approximately \$5,000). This was not anticipated in the marketing budget. The Airport Authority felt that there would either need to be a sponsor, or they would need to waive the fees.

Mr. Lind presented a report on airfares which compares flights from Manistee, Traverse City, Grand Rapids, and Muskegon for travel in March 2014 (APPENDIX E). Mr. Lind presented information on airplane passenger numbers for 2014 as well as the previous five years (APPENDIX F).

DOT approval for daily service was finally received on January 23, 2014. Tuesday and Wednesday flights will be added to the schedule beginning March 18, 2014. Overall, service continues to be reliable. Demand for January was lighter than planned, but about the same as last year. Demand for February is following the same pattern as January. Mr. Lind stated that the DOT now understands the request for flight continuation to Traverse City, but they are pushing back, and Mr. Lind feels they are being inconsistent with how they treat other airlines.

DOT finally released the EAS RFP for Manistee on February 4, 2014, for a two year period, which is three months later than when the RFP should have been released. Responses are due by February 27, 2014, which is a shortened response time. Mr. Lind explained that these are tough times for the EAS market. This is the worst period since the bankruptcies of 2007/2008. Great Lakes Airlines has stopped EAS service to six cities out of Minneapolis. Silver Airlines is requesting reduced schedules for two cities. There are also tough times ahead for the small air service markets. United has announced the dehubbing of Cleveland. This is all due to a pilot shortage caused by new FAA regulations impacting Part 121 crew rest rules, Part 121 minimum flight hours for crews, and delayed pilot retirements. This has resulted in the lack of an adequate pilot training process. So far, this has not impacted CFM since they are not Part 121. The current AEAS contract expires May 3, 2014, which is likely not enough time to have a new AEAS grant in place. After the response deadline of February 27, 2014, there is a 30 day comment period, and this leaves one month for the DOT to review, make a decision, and approve a new grant. To avoid a service interruption, Mr. Lind plans to request a modification of the current grant to extend it through July 15, 2014. The current grant funding will not be completely used due to the reduced schedule this past year (4 service days per week instead of the planned 7 days).

Mr. Lind presented four charts (APPENDIX G). The yield is the average price per seat.

A marketing budget/plan is now in place for 2014. Two people have now booked the winter ski package with Crystal Mountain. Work continues on air service branding with Public Charters to help avoid confusion in the market place. The focus of 2014 will be less advertising and more outreach towards local tourism and community groups.

There was no update on the Coho Bend sign, tree cutting, leaking hangar, or Airport Road sign.

Mr. Shafer stated that the new Manistee Township Fire Chief would like to have more ongoing emergency training at the airport. Mr. Lind stated that he is very receptive to this.

Mr. Schulert stated that the Bylaws Committee should address Section 3.4, which states that there will be no compensation to Airport Authority members. It has recently come to his attention that County Commissioners who submit a voucher to the County do receive a per diem for attending Airport Authority meetings.

With there being no further business to come before the Authority, the meeting was adjourned at approximately 11:45 A.M.

Respectfully submitted,

Rachel Nelson, Airport Authority Secretary

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MANISTEE COUNTY BLACKER AIRPORT

JANUARY 2014 ACCOUNTS PAYABLE

| CHECK # | VENDOR NAME | AMOUNT |
|---------|-----------------------------------|---------------------|
| | BARRY LIND | \$ 3,400.00 |
| | CONSUMERS ENERGY | \$ 4,669.83 |
| | A T & T | \$ 50.65 |
| | MICHCON (DTE ENERGY) | \$ 1,173.75 |
| | MIKA MEYERS BECKETT & JONES | \$ 304.75 |
| | NAPA AUTO PARTS | \$ 125.97 |
| | ACE HARDWARE | \$ 26.55 |
| | FASTENAL | \$ - |
| | MANISTEE CHAMBER OF COMMERCE | \$ - |
| | DIRECT TV | \$ 45.99 |
| | BLUE GLOBES | \$ - |
| | PIPER MCCREDIE AGENCY | \$ 20,117.93 |
| | BLARNEY CASTLE | \$ 4,329.08 |
| | WAHR HARDWARE | \$ - |
| | RANCK ELECTRIC | \$ - |
| | PRIMARY AIRPORT SERVICES | \$ 200.55 |
| | STATE OF MICHIGAN | \$ 22,740.00 |
| | TOTAL | \$ 57,185.05 |
| | ADVERTISING INVOICES | |
| | CADILLAC AREA CHAMBER OF COMMERCE | \$ - |
| | O'KEEFS REEF, INC | \$ - |
| | RIGHTSIDE DESIGN, LLC | \$ - |
| | WKLA RADIO | \$ 198.00 |
| | CHARTER MEDIA | \$ - |
| | ORCHARD BEACH AVIATION | \$ 637.71 |
| | TOTAL | \$ 835.71 |
| | ORCHARD BEACH AVIATION | \$ 20,825.50 |
| | REGULAR HOURS 270 @ 16.50 | 4,455.00 |
| | MAINTENANCE HOURS 251 @ 16.50 | 4,141.50 |
| | PART 139 LABOR | 12,200.00 |
| | INTERNET | 29.00 |
| | GRAND TOTAL | \$ 78,846.26 |

MANISTEE COUNTY BLACKER AIRPORT

| OCTOBER 2013 REVENUE & EXPENSES | | | | BUDGET REMAINING | | 92% |
|---|-----------------------|----------------------|----------------------|-----------------------|------------------------|------------|
| INCOME: | PREVIOUS MONTH | CURRENT MONTH | YEAR-TO DATE | ANNUAL BUDGET | BALANCE \$ | % |
| FEDERAL GRANT - AEAS | \$ 346,670.00 | \$ 83,241.00 | \$ 83,241.00 | \$2,000,000.00 | \$ 1,916,759.00 | 96% |
| HANGER RENTAL | \$ 2,100.00 | \$ 2,100.00 | \$ 2,100.00 | \$ 31,000.00 | \$ 28,900.00 | 93% |
| LANDING FEES - PUBLIC CHARTERS | \$ 17,594.89 | \$ 17,594.89 | \$ 17,594.89 | \$ 211,138.00 | \$ 193,543.11 | 92% |
| LANDING FEES - GENERAL AVIATION | \$ 171.00 | \$ 54.00 | \$ 54.00 | \$ 1,000.00 | \$ 946.00 | 95% |
| AUTO RENTAL SPACE | \$ - | \$ - | \$ - | \$ 5,000.00 | \$ 5,000.00 | 100% |
| OFFICE RENT | \$ 1,065.00 | \$ 1,065.00 | \$ 1,065.00 | \$ 12,780.00 | \$ 11,715.00 | 92% |
| COUNTY OF MANISTEE | \$ 9,587.00 | \$ 9,583.00 | \$ 9,583.00 | \$ 115,000.00 | \$ 105,417.00 | 92% |
| STATE REIMB-MARKETING | \$ - | \$ - | \$ - | \$ 27,000.00 | \$ 27,000.00 | 100% |
| PASSENGER FACILITY CHARGES | \$ - | \$ - | \$ - | \$ 19,000.00 | \$ 19,000.00 | 100% |
| FUEL SALES | \$ 1,380.13 | \$ 748.11 | \$ 748.11 | \$ 7,500.00 | \$ 6,751.89 | 90% |
| SIGN LEASE | \$ - | \$ - | \$ - | \$ 3,800.00 | \$ 3,800.00 | 100% |
| MISCELLANEOUS | \$ 12.00 | \$ - | \$ - | \$ 1,000.00 | \$ 1,000.00 | 100% |
| TOTAL INCOME | \$ 378,580.02 | \$ 114,386.00 | \$ 114,386.00 | \$2,434,218.00 | \$ 2,319,832.00 | 95% |
| EXPENSES: | | | | | | |
| AEAS CONTRACT-PUBLIC CHARTER | \$ 346,670.00 | \$ 83,241.00 | \$ 83,241.00 | \$2,000,000.00 | \$ 1,916,759.00 | 96% |
| PERSONNEL - MANAGEMENT | \$ 3,400.00 | \$ 3,400.00 | \$ 3,400.00 | \$ 40,800.00 | \$ 37,400.00 | 92% |
| PERSONNEL - OP & MAINT | \$ 19,072.25 | \$ 18,626.75 | \$ 18,626.75 | \$ 240,000.00 | \$ 221,373.25 | 92% |
| DUES & FEES | \$ - | \$ - | \$ - | \$ 800.00 | \$ 800.00 | 100% |
| SUPPLIES | \$ 360.72 | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 100% |
| UTILITIES | \$ 1,399.53 | \$ 1,782.35 | \$ 1,782.35 | \$ 30,000.00 | \$ 28,217.65 | 94% |
| FUEL | \$ - | \$ 1,360.12 | \$ 1,360.12 | \$ 9,000.00 | \$ 7,639.88 | 85% |
| REPAIRS & MAINTENANCE | \$ 896.75 | \$ 683.95 | \$ 683.95 | \$ 15,000.00 | \$ 14,316.05 | 95% |
| CONTRACTED SERVICES | \$ - | \$ 200.55 | \$ 200.55 | \$ 1,200.00 | \$ 999.45 | 83% |
| LEGAL | \$ 580.75 | \$ 667.00 | \$ 667.00 | \$ 4,000.00 | \$ 3,333.00 | 83% |
| AUDIT | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 100% |
| ADVERTISING | \$ 9,548.25 | \$ 1,243.48 | \$ 1,243.48 | \$ 43,000.00 | \$ 41,756.52 | 0% |
| TELEPHONE | \$ 52.94 | \$ 64.01 | \$ 64.01 | \$ 500.00 | \$ 435.99 | 87% |
| INSURANCE | \$ - | \$ 1,714.00 | \$ 1,714.00 | \$ 21,000.00 | \$ 19,286.00 | 92% |
| TRAINING (FIRE FIGHTER) | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 0% |
| EQUIPMENT | \$ - | \$ - | \$ - | \$ - | \$ - | 0% |
| BOOKKEEPING | \$ - | \$ - | \$ - | \$ 3,000.00 | \$ 3,000.00 | 100% |
| PFC EXPENSES | \$ - | \$ - | \$ - | \$ 19,000.00 | \$ 19,000.00 | 100% |
| MISCELLANEOUS | \$ 100.00 | \$ 486.14 | \$ 486.14 | \$ 918.00 | \$ 431.86 | 47% |
| | \$ 382,081.19 | \$ 113,469.35 | \$ 113,469.35 | \$2,434,218.00 | \$ 2,320,748.65 | 95% |
| EXCESS REVENUE OVER/(UNDER) EXPENDITURES | \$ 916.65 | | | | | |
| BALANCE ON HAND - AIRPORT FUND | | | | | | |
| BEGINNING BALANCE 10/01/2013 | \$ 263,140.66 | | | | | |
| OCTOBER RECEIPTS | \$ 167,931.69 | | | | | |
| SEPTEMBER DISBURSEMENTS | \$(382,081.19) | | | | | |
| | \$ 48,991.16 | | | | | |

MANISTEE COUNTY BLACKER AIRPORT

OCTOBER 2013 BALANCE SHEET

| ASSETS | 10/31/2013 | 9/30/2013 |
|---------------------|----------------------|----------------------|
| CASH | \$ 48,991.16 | \$ 263,140.66 |
| CASH - PFC ACCOUNT | \$ 80,987.50 | \$ 80,987.50 |
| ACCOUNTS RECEIVABLE | | |
| PUBLIC CHARTERS | \$ 17,594.89 | \$ 70,379.56 |
| AUTO RENTAL | \$ - | |
| MISC. | \$ 1,342.11 | \$ 2,103.13 |
| TOTAL ASSETS | \$ 148,915.66 | \$ 416,610.85 |

| LIABILITIES | 10/31/2013 | 9/30/2013 |
|---------------------------|---------------|---------------|
| ACCOUNTS PAYABLE - TRADE | \$ 113,469.35 | \$ 382,081.19 |
| ACCOUNTS PAYABLE - COUNTY | \$ - | \$ - |
| PREPAID HANGER RENT | \$ - | \$ - |

| | | |
|--------------------------|----------------------|----------------------|
| TOTAL LIABILITIES | \$ 113,469.35 | \$ 382,081.19 |
|--------------------------|----------------------|----------------------|

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|---------------------|---------------------|---------------------|
| FUND BALANCE | \$ 35,446.31 | \$ 34,529.66 |
|---------------------|---------------------|---------------------|

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|---|----------------------|----------------------|
| TOTAL LIABILITIES AND FUND BALANCE | \$ 148,915.66 | \$ 416,610.85 |
|---|----------------------|----------------------|

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| PASSENGER FACILITY CHARGES COLLECTED THROUGH 10/31/2013 | \$ 93,109.82 |
| STATE OF MICHIGAN (PARKING LOT & T-HANGERS) | \$ (7,625.00) |
| CONSUMERS ENERGY | \$ (313.50) |
| STATE OF MICHIGAN (PARKING LOT & T-HANGERS) | \$ 313.50 |
| TRANSFER OF PUBLIC IMPROVEMENT FUNDS | \$ 683.39 |
| MANISTEE COUNTY ROAD COMMISSION | \$ (817.71) |
| STATE OF MICHIGAN (RAMP AREAS) | \$ (4,363.00) |
| PFC FUNDS AVAILABLE | \$ 80,987.50 |

AUTO RENTAL REVENUE BY COMPANY THROUGH 10/31/2013

| | |
|-------------------------|-------------|
| ENTERPRISE CAR RENTALS | \$ - |
| MOWERY LEASING & RENTAL | \$ - |
| GWK AGENCY | \$ - |
| TOTAL | \$ - |

MANISTEE COUNTY BLACKER AIRPORT

| NOVEMBER 2013 REVENUE & EXPENSES | | | | BUDGET REMAINING | | 83% |
|----------------------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|------------|
| INCOME: | PREVIOUS MONTH | CURRENT MONTH | YEAR-TO DATE | ANNUAL BUDGET | BALANCE \$ | % |
| FEDERAL GRANT - AEAS | \$ 83,241.00 | \$ 103,944.00 | \$ 187,185.00 | \$2,000,000.00 | \$ 1,812,815.00 | 91% |
| HANGER RENTAL | \$ 2,100.00 | \$ 2,100.00 | \$ 4,200.00 | \$ 31,000.00 | \$ 26,800.00 | 86% |
| LANDING FEES - PUBLIC CHARTERS | \$ 17,594.89 | \$ 17,594.89 | \$ 35,189.78 | \$ 211,138.00 | \$ 175,948.22 | 83% |
| LANDING FEES - GENERAL AVIATION | \$ 54.00 | \$ 27.00 | \$ 81.00 | \$ 1,000.00 | \$ 919.00 | 92% |
| AUTO RENTAL SPACE | \$ - | \$ - | \$ - | \$ 5,000.00 | \$ 5,000.00 | 100% |
| OFFICE RENT | \$ 1,065.00 | \$ 1,065.00 | \$ 2,130.00 | \$ 12,780.00 | \$ 10,650.00 | 83% |
| COUNTY OF MANISTEE | \$ 9,583.00 | \$ 9,583.00 | \$ 19,166.00 | \$ 115,000.00 | \$ 95,834.00 | 83% |
| STATE REIMB-MARKETING | \$ - | \$ - | \$ - | \$ 27,000.00 | \$ 27,000.00 | 100% |
| PASSENGER FACILITY CHARGES | \$ - | \$ - | \$ - | \$ 19,000.00 | \$ 19,000.00 | 100% |
| FUEL SALES | \$ 748.11 | \$ 660.40 | \$ 1,408.51 | \$ 7,500.00 | \$ 6,091.49 | 81% |
| SIGN LEASE | \$ - | \$ - | \$ - | \$ 3,800.00 | \$ 3,800.00 | 100% |
| MISCELLANEOUS | \$ - | \$ - | \$ - | \$ 1,000.00 | \$ 1,000.00 | 100% |
| TOTAL INCOME | \$ 114,386.00 | \$ 134,974.29 | \$ 249,360.29 | \$2,434,218.00 | \$ 2,184,857.71 | 90% |

EXPENSES:

| | | | | | | |
|------------------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|------------|
| AEAS CONTRACT-PUBLIC CHARTER | \$ 83,241.00 | \$ 103,944.00 | \$ 187,185.00 | \$2,000,000.00 | \$ 1,812,815.00 | 91% |
| PERSONNEL - MANAGEMENT | \$ 3,400.00 | \$ 3,400.00 | \$ 6,800.00 | \$ 40,800.00 | \$ 34,000.00 | 83% |
| PERSONNEL - OP & MAINT | \$ 18,626.75 | \$ 18,082.25 | \$ 36,709.00 | \$ 240,000.00 | \$ 203,291.00 | 85% |
| DUES & FEES | \$ - | \$ - | \$ - | \$ 800.00 | \$ 800.00 | 100% |
| SUPPLIES | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 100% |
| UTILITIES | \$ 1,782.35 | \$ 2,139.42 | \$ 3,921.77 | \$ 30,000.00 | \$ 26,078.23 | 87% |
| FUEL | \$ 1,360.12 | \$ - | \$ 1,360.12 | \$ 9,000.00 | \$ 7,639.88 | 85% |
| REPAIRS & MAINTENANCE | \$ 683.95 | \$ 5,855.43 | \$ 6,539.38 | \$ 15,000.00 | \$ 8,460.62 | 56% |
| CONTRACTED SERVICES | \$ 200.55 | \$ - | \$ 200.55 | \$ 1,200.00 | \$ 999.45 | 83% |
| LEGAL | \$ 667.00 | \$ - | \$ 667.00 | \$ 4,000.00 | \$ 3,333.00 | 83% |
| AUDIT | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 100% |
| ADVERTISING | \$ 1,243.48 | \$ 7,194.36 | \$ 8,437.84 | \$ 43,000.00 | \$ 34,562.16 | 0% |
| TELEPHONE | \$ 64.01 | \$ 61.24 | \$ 125.25 | \$ 500.00 | \$ 374.75 | 75% |
| INSURANCE | \$ 1,714.00 | \$ - | \$ 1,714.00 | \$ 21,000.00 | \$ 19,286.00 | 92% |
| TRAINING (FIRE FIGHTER) | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 0% |
| EQUIPMENT | \$ - | \$ - | \$ - | \$ - | \$ - | 0% |
| BOOKKEEPING | \$ - | \$ - | \$ - | \$ 3,000.00 | \$ 3,000.00 | 100% |
| PFC EXPENSES | \$ - | \$ - | \$ - | \$ 19,000.00 | \$ 19,000.00 | 100% |
| MISCELLANEOUS | \$ 486.14 | \$ - | \$ 486.14 | \$ 918.00 | \$ 431.86 | 47% |
| TOTAL EXPENSES | \$ 113,469.35 | \$ 140,676.70 | \$ 254,146.05 | \$2,434,218.00 | \$ 2,180,071.95 | 90% |

EXCESS REVENUE OVER/(UNDER) EXPENDITURES \$ (5,702.41) \$ (4,785.76)

BALANCE ON HAND - AIRPORT FUND

| | |
|------------------------------|-----------------------|
| BEGINNING BALANCE 11/01/2013 | \$ 49,881.16 |
| NOVEMBER RECEIPTS | \$ 116,604.11 |
| OCTOBER DISBURSEMENTS | <u>\$(113,469.35)</u> |
| | <u>\$ 53,015.92</u> |

B-4

MANISTEE COUNTY BLACKER AIRPORT

NOVEMBER 2013 BALANCE SHEET

| ASSETS | 11/30/2013 | 10/31/2013 |
|---------------------|----------------------|----------------------|
| CASH | \$ 53,015.92 | \$ 48,991.16 |
| CASH - PFC ACCOUNT | \$ 80,987.50 | \$ 80,987.50 |
| ACCOUNTS RECEIVABLE | | |
| PUBLIC CHARTERS | \$ 35,189.78 | \$ 17,594.89 |
| AUTO RENTAL | \$ - | |
| MISC. | \$ 1,227.40 | \$ 1,342.11 |
| TOTAL ASSETS | \$ 170,420.60 | \$ 148,915.66 |

| LIABILITIES | 11/30/2013 | 10/31/2013 |
|---------------------------|-------------------|-------------------|
| ACCOUNTS PAYABLE - TRADE | \$ 140,676.70 | \$ 113,469.35 |
| ACCOUNTS PAYABLE - COUNTY | \$ - | \$ - |
| PREPAID HANGER RENT | \$ - | \$ - |

| | | |
|--------------------------|----------------------|----------------------|
| TOTAL LIABILITIES | \$ 140,676.70 | \$ 113,469.35 |
|--------------------------|----------------------|----------------------|

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|---------------------|---------------------|---------------------|
| FUND BALANCE | \$ 29,743.90 | \$ 35,446.31 |
|---------------------|---------------------|---------------------|

| | | |
|---|----------------------|----------------------|
| TOTAL LIABILITIES AND FUND BALANCE | \$ 170,420.60 | \$ 148,915.66 |
|---|----------------------|----------------------|

| | |
|--|---------------------|
| PASSENGER FACILITY CHARGES COLLECTED THROUGH 11/30/2013 | \$ 93,109.82 |
| STATE OF MICHIGAN (PARKING LOT & T-HANGERS) | \$ (7,625.00) |
| CONSUMERS ENERGY | \$ (313.50) |
| STATE OF MICHIGAN (PARKING LOT & T-HANGERS) | \$ 313.50 |
| TRANSFER OF PUBLIC IMPROVEMENT FUNDS | \$ 683.39 |
| MANISTEE COUNTY ROAD COMMISSION | \$ (817.71) |
| STATE OF MICHIGAN (RAMP AREAS) | \$ (4,363.00) |
| PFC FUNDS AVAILABLE | \$ 80,987.50 |

AUTO RENTAL REVENUE BY COMPANY THROUGH 11/30/2013

| | |
|-------------------------|-------------|
| ENTERPRISE CAR RENTALS | \$ - |
| MOWERY LEASING & RENTAL | \$ - |
| GWK AGENCY | \$ - |
| TOTAL | \$ - |

B-5

MANISTEE COUNTY BLACKER AIRPORT

| INCOME: | DECEMBER 2013 REVENUE & EXPENSES | | | BUDGET REMAINING | | 75% |
|---------------------------------|----------------------------------|----------------------|----------------------|-----------------------|------------------------|------------|
| | PREVIOUS MONTH | CURRENT MONTH | YEAR-TO DATE | ANNUAL BUDGET | BALANCE \$ | % |
| FEDERAL GRANT - AEAS | \$ 103,944.00 | \$ 97,947.00 | \$ 285,132.00 | \$2,000,000.00 | \$ 1,714,868.00 | 86% |
| HANGER RENTAL | \$ 2,100.00 | \$ 3,420.00 | \$ 6,300.00 | \$ 31,000.00 | \$ 24,700.00 | 80% |
| LANDING FEES - PUBLIC CHARTERS | \$ 17,594.89 | \$ 17,594.89 | \$ 52,784.67 | \$ 211,138.00 | \$ 158,353.33 | 75% |
| LANDING FEES - GENERAL AVIATION | \$ 27.00 | \$ - | \$ 81.00 | \$ 1,000.00 | \$ 919.00 | 92% |
| AUTO RENTAL SPACE | \$ - | \$ - | \$ - | \$ 5,000.00 | \$ 5,000.00 | 100% |
| OFFICE RENT | \$ 1,065.00 | \$ 1,065.00 | \$ 3,195.00 | \$ 12,780.00 | \$ 9,585.00 | 75% |
| COUNTY OF MANISTEE | \$ 9,583.00 | \$ 9,583.00 | \$ 28,749.00 | \$ 115,000.00 | \$ 86,251.00 | 75% |
| STATE REIMB-MARKETING | \$ - | \$ - | \$ - | \$ 27,000.00 | \$ 27,000.00 | 100% |
| PASSENGER FACILITY CHARGES | \$ - | \$ - | \$ - | \$ 19,000.00 | \$ 19,000.00 | 100% |
| FUEL SALES | \$ 660.40 | \$ 628.72 | \$ 2,037.23 | \$ 7,500.00 | \$ 5,462.77 | 73% |
| SIGN LEASE | \$ - | \$ - | \$ - | \$ 3,800.00 | \$ 3,800.00 | 100% |
| MISCELLANEOUS | \$ - | \$ - | \$ - | \$ 1,000.00 | \$ 1,000.00 | 100% |
| TOTAL INCOME | \$ 134,974.29 | \$ 130,238.61 | \$ 378,278.90 | \$2,434,218.00 | \$ 2,055,939.10 | 84% |

EXPENSES:

| | | | | | | |
|------------------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|------------|
| AEAS CONTRACT-PUBLIC CHARTER | \$ 103,944.00 | \$ 97,947.00 | \$ 285,132.00 | \$2,000,000.00 | \$ 1,714,868.00 | 86% |
| PERSONNEL - MANAGEMENT | \$ 3,400.00 | \$ 3,400.00 | \$ 10,200.00 | \$ 40,800.00 | \$ 30,600.00 | 75% |
| PERSONNEL - OP & MAINT | \$ 18,082.25 | \$ 19,823.00 | \$ 56,532.00 | \$ 240,000.00 | \$ 183,468.00 | 76% |
| DUES & FEES | \$ - | \$ 345.00 | \$ 345.00 | \$ 800.00 | \$ 455.00 | 57% |
| SUPPLIES | \$ - | \$ 182.26 | \$ 182.26 | \$ 2,000.00 | \$ 1,817.74 | 91% |
| UTILITIES | \$ 2,139.42 | \$ 717.10 | \$ 4,638.87 | \$ 30,000.00 | \$ 25,361.13 | 85% |
| FUEL | \$ - | \$ 2,951.52 | \$ 4,311.64 | \$ 9,000.00 | \$ 4,688.36 | 52% |
| REPAIRS & MAINTENANCE | \$ 5,855.43 | \$ 309.09 | \$ 6,848.47 | \$ 15,000.00 | \$ 8,151.53 | 54% |
| CONTRACTED SERVICES | \$ - | \$ - | \$ 200.55 | \$ 1,200.00 | \$ 999.45 | 83% |
| LEGAL | \$ - | \$ 626.75 | \$ 1,293.75 | \$ 4,000.00 | \$ 2,706.25 | 68% |
| AUDIT | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 100% |
| ADVERTISING | \$ 7,194.36 | \$ 1,096.34 | \$ 9,534.18 | \$ 43,000.00 | \$ 33,465.82 | 0% |
| TELEPHONE | \$ 61.24 | \$ 51.38 | \$ 176.63 | \$ 500.00 | \$ 323.37 | 65% |
| INSURANCE | \$ - | \$ - | \$ 1,714.00 | \$ 21,000.00 | \$ 19,286.00 | 92% |
| TRAINING (FIRE FIGHTER) | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 0% |
| EQUIPMENT | \$ - | \$ - | \$ - | \$ - | \$ - | 0% |
| BOOKKEEPING | \$ - | \$ - | \$ - | \$ 3,000.00 | \$ 3,000.00 | 100% |
| PFC EXPENSES | \$ - | \$ 4,400.00 | \$ 4,400.00 | \$ 19,000.00 | \$ 14,600.00 | 100% |
| MISCELLANEOUS | \$ - | \$ - | \$ 486.14 | \$ 918.00 | \$ 431.86 | 47% |
| TOTAL EXPENSES | \$ 140,676.70 | \$ 131,849.44 | \$ 385,995.49 | \$2,434,218.00 | \$ 2,048,222.51 | 84% |

EXCESS REVENUE OVER/(UNDER) EXPENDITURES \$ (1,610.83) \$ (7,716.59)

BALANCE ON HAND - AIRPORT FUND

| | |
|------------------------------|-----------------------|
| BEGINNING BALANCE 12/01/2013 | \$ 53,015.92 |
| DECEMBER RECEIPTS | \$ 115,782.40 |
| NOVEMBER DISBURSEMENTS | <u>\$(140,676.70)</u> |
| | <u>\$ 28,121.62</u> |

B-6

MANISTEE COUNTY BLACKER AIRPORT

DECEMBER 2013 BALANCE SHEET

| ASSETS | 12/31/2013 | 11/30/2013 |
|---|----------------------|----------------------|
| CASH | \$ 28,121.62 | \$ 53,015.92 |
| CASH - PFC ACCOUNT | \$ 76,587.50 | \$ 80,987.50 |
| ACCOUNTS RECEIVABLE | | |
| PUBLIC CHARTERS | \$ 52,784.67 | \$ 35,189.78 |
| AUTO RENTAL | \$ - | |
| MISC. | \$ 2,488.72 | \$ 1,227.40 |
| TOTAL ASSETS | \$ 159,982.51 | \$ 170,420.60 |
| LIABILITIES | 12/31/2013 | 11/30/2013 |
| ACCOUNTS PAYABLE - TRADE | \$ 131,849.44 | \$ 140,676.70 |
| ACCOUNTS PAYABLE - COUNTY | \$ - | \$ - |
| PREPAID HANGER RENT | \$ - | \$ - |
| TOTAL LIABILITIES | \$ 131,849.44 | \$ 140,676.70 |
| FUND BALANCE | \$ 28,133.07 | \$ 29,743.90 |
| TOTAL LIABILITIES AND FUND BALANCE | \$ 159,982.51 | \$ 170,420.60 |

| | |
|--|---------------------|
| PASSENGER FACILITY CHARGES COLLECTED THROUGH 12/31/2013 | \$ 93,109.82 |
| STATE OF MICHIGAN (PARKING LOT & T-HANGERS) | \$ (7,625.00) |
| CONSUMERS ENERGY | \$ (313.50) |
| STATE OF MICHIGAN (PARKING LOT & T-HANGERS) | \$ 313.50 |
| TRANSFER OF PUBLIC IMPROVEMENT FUNDS | \$ 683.39 |
| MANISTEE COUNTY ROAD COMMISSION | \$ (817.71) |
| STATE OF MICHIGAN (RAMP AREAS) | \$ (4,363.00) |
| J RANCK ELECTRIC | \$ (4,400.00) |
| PFC FUNDS AVAILABLE | \$ 76,587.50 |

AUTO RENTAL REVENUE BY COMPANY THROUGH 12/31/2013

| | |
|-------------------------|-------------|
| ENTERPRISE CAR RENTALS | \$ - |
| MOWERY LEASING & RENTAL | \$ - |
| GWK AGENCY | \$ - |
| TOTAL | \$ - |

B-7

MANISTEE COUNTY BLACKER AIRPORT

| JANUARY 2014 REVENUE & EXPENSES | | | | BUDGET REMAINING | | 67% |
|---------------------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|------------|
| INCOME: | PREVIOUS MONTH | CURRENT MONTH | YEAR-TO DATE | ANNUAL BUDGET | BALANCE \$ | % |
| FEDERAL GRANT - AEAS | \$ 97,947.00 | \$ 187,185.00 | \$ 472,317.00 | \$2,000,000.00 | \$ 1,527,683.00 | 76% |
| HANGER RENTAL | \$ 3,420.00 | \$ 2,100.00 | \$ 9,720.00 | \$ 31,000.00 | \$ 21,280.00 | 69% |
| LANDING FEES - PUBLIC CHARTERS | \$ 17,594.89 | \$ 17,594.89 | \$ 70,379.56 | \$ 211,138.00 | \$ 140,758.44 | 67% |
| LANDING FEES - GENERAL AVIATION | \$ - | \$ - | \$ 81.00 | \$ 1,000.00 | \$ 919.00 | 92% |
| AUTO RENTAL SPACE | \$ - | \$ - | \$ - | \$ 5,000.00 | \$ 5,000.00 | 100% |
| OFFICE RENT | \$ 1,065.00 | \$ 1,065.00 | \$ 4,260.00 | \$ 12,780.00 | \$ 8,520.00 | 67% |
| COUNTY OF MANISTEE | \$ 9,583.00 | \$ 9,583.00 | \$ 38,332.00 | \$ 115,000.00 | \$ 76,668.00 | 67% |
| STATE REIMB-MARKETING | \$ - | \$ - | \$ - | \$ 27,000.00 | \$ 27,000.00 | 100% |
| PASSENGER FACILITY CHARGES | \$ - | \$ - | \$ - | \$ 19,000.00 | \$ 19,000.00 | 100% |
| FUEL SALES | \$ 628.72 | \$ 591.21 | \$ 2,628.44 | \$ 7,500.00 | \$ 4,871.56 | 65% |
| SIGN LEASE | \$ - | \$ - | \$ - | \$ 3,800.00 | \$ 3,800.00 | 100% |
| MISCELLANEOUS | \$ - | \$ - | \$ - | \$ 1,000.00 | \$ 1,000.00 | 100% |
| TOTAL INCOME | \$ 130,238.61 | \$ 218,119.10 | \$ 597,718.00 | \$2,434,218.00 | \$ 1,836,500.00 | 75% |

EXPENSES:

| | | | | | | |
|------------------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|------------|
| AEAS CONTRACT-PUBLIC CHARTER | \$ 97,947.00 | \$ 187,185.00 | \$ 472,317.00 | \$2,000,000.00 | \$ 1,527,683.00 | 76% |
| PERSONNEL - MANAGEMENT | \$ 3,400.00 | \$ 3,400.00 | \$ 13,600.00 | \$ 40,800.00 | \$ 27,200.00 | 67% |
| PERSONNEL - OP & MAINT | \$ 19,823.00 | \$ 20,796.50 | \$ 77,328.50 | \$ 240,000.00 | \$ 162,671.50 | 68% |
| DUES & FEES | \$ 345.00 | \$ - | \$ 345.00 | \$ 800.00 | \$ 455.00 | 57% |
| SUPPLIES | \$ 182.26 | \$ - | \$ 182.26 | \$ 2,000.00 | \$ 1,817.74 | 91% |
| UTILITIES | \$ 717.10 | \$ 5,918.67 | \$ 10,557.54 | \$ 30,000.00 | \$ 19,442.46 | 65% |
| FUEL | \$ 2,951.52 | \$ 4,329.08 | \$ 8,640.72 | \$ 9,000.00 | \$ 359.28 | 4% |
| REPAIRS & MAINTENANCE | \$ 309.09 | \$ 152.52 | \$ 7,000.99 | \$ 15,000.00 | \$ 7,999.01 | 53% |
| CONTRACTED SERVICES | \$ - | \$ 200.55 | \$ 401.10 | \$ 1,200.00 | \$ 798.90 | 67% |
| LEGAL | \$ 626.75 | \$ 304.75 | \$ 1,598.50 | \$ 4,000.00 | \$ 2,401.50 | 60% |
| AUDIT | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 100% |
| ADVERTISING | \$ 1,096.34 | \$ 835.71 | \$ 10,369.89 | \$ 43,000.00 | \$ 32,630.11 | 0% |
| TELEPHONE | \$ 51.38 | \$ 50.65 | \$ 237.28 | \$ 500.00 | \$ 262.72 | 53% |
| INSURANCE | \$ - | \$ 20,117.93 | \$ 21,831.93 | \$ 21,000.00 | \$ (831.93) | -4% |
| TRAINING (FIRE FIGHTER) | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | 0% |
| EQUIPMENT | \$ - | \$ - | \$ - | \$ - | \$ - | 0% |
| BOOKKEEPING | \$ - | \$ - | \$ - | \$ 3,000.00 | \$ 3,000.00 | 100% |
| PFC EXPENSES | \$ 4,400.00 | \$ 22,740.00 | \$ 27,140.00 | \$ 19,000.00 | \$ (8,140.00) | 100% |
| MISCELLANEOUS | \$ - | \$ - | \$ 486.14 | \$ 918.00 | \$ 431.86 | 47% |
| TOTAL EXPENSES | \$ 131,849.44 | \$ 266,031.36 | \$ 652,036.85 | \$2,434,218.00 | \$ 1,782,181.15 | 73% |

EXCESS REVENUE OVER/(UNDER) EXPENDITURES \$ (47,912.26) \$ (54,318.85)

BALANCE ON HAND - AIRPORT FUND

| | |
|------------------------------|------------------------|
| BEGINNING BALANCE 01/01/2014 | \$ 28,121.62 |
| JANUARY RECEIPTS | \$ 224,621.72 |
| DECEMBER DISBURSEMENTS | <u>\$ (131,849.44)</u> |
| | <u>\$ 120,893.90</u> |

B-8

MANISTEE COUNTY BLACKER AIRPORT

JANUARY 2014 BALANCE SHEET

| ASSETS | 1/31/2014 | 12/31/2013 |
|---------------------|----------------------|----------------------|
| CASH | \$ 120,893.90 | \$ 28,121.62 |
| CASH - PFC ACCOUNT | \$ 53,847.50 | \$ 76,587.50 |
| ACCOUNTS RECEIVABLE | | |
| PUBLIC CHARTERS | \$ 70,379.56 | \$ 52,784.67 |
| AUTO RENTAL | \$ - | |
| MISC. | \$ 1,131.21 | \$ 2,488.72 |
| TOTAL ASSETS | \$ 246,252.17 | \$ 159,982.51 |

| LIABILITIES | 1/31/2014 | 12/31/2013 |
|---------------------------|------------------|-------------------|
| ACCOUNTS PAYABLE - TRADE | \$ 266,031.36 | \$ 131,849.44 |
| ACCOUNTS PAYABLE - COUNTY | \$ - | \$ - |
| PREPAID HANGER RENT | \$ - | \$ - |

| | | |
|--------------------------|----------------------|----------------------|
| TOTAL LIABILITIES | \$ 266,031.36 | \$ 131,849.44 |
|--------------------------|----------------------|----------------------|

| | | |
|---------------------|-----------------------|---------------------|
| FUND BALANCE | \$ (19,779.19) | \$ 28,133.07 |
|---------------------|-----------------------|---------------------|

| | | |
|---|----------------------|----------------------|
| TOTAL LIABILITIES AND FUND BALANCE | \$ 246,252.17 | \$ 159,982.51 |
|---|----------------------|----------------------|

| | |
|--|---------------------|
| PASSENGER FACILITY CHARGES COLLECTED THROUGH 01/31/2014 | \$ 93,109.82 |
| STATE OF MICHIGAN (PARKING LOT & T-HANGERS) | \$ (7,625.00) |
| CONSUMERS ENERGY | \$ (313.50) |
| STATE OF MICHIGAN (PARKING LOT & T-HANGERS) | \$ 313.50 |
| TRANSFER OF PUBLIC IMPROVEMENT FUNDS | \$ 683.39 |
| MANISTEE COUNTY ROAD COMMISSION | \$ (817.71) |
| STATE OF MICHIGAN (RAMP AREAS) | \$ (4,363.00) |
| J RANCK ELECTRIC | \$ (4,400.00) |
| STATE OF MICHIGAN | \$ (22,740.00) |
| PFC FUNDS AVAILABLE | \$ 53,847.50 |

AUTO RENTAL REVENUE BY COMPANY THROUGH 01/31/2014

| | |
|-------------------------|-------------|
| ENTERPRISE CAR RENTALS | \$ - |
| MOWERY LEASING & RENTAL | \$ - |
| GWK AGENCY | \$ - |
| TOTAL | \$ - |

ORCHARD BEACH AVIATION

October 2013

RENT

| | | |
|----------------|---------------------------|------------|
| OFFICE | \$340.00 | |
| HANGER | \$200.00 | |
| FUEL | \$748.11 | |
| DIESEL FUEL | \$0.00 | |
| T-SHIRT SALES | \$0.00 | (0 @ \$12) |
| LANDING FEES | | |
| TWIN | \$0.00 | (0 @ \$9) |
| JET | \$54.00 | (3 @ \$18) |
| TOTAL | \$1342.11 | |
| 100 | 1781.6 Gal | |
| JET | 4168.1 Gal | |
| TOTAL | 5949.7 Gal | |
| General | 1887.5 Gal @ .15 = 283.13 | |
| PublicCharters | 1000.0 Gal @ .15 = 150.00 | |
| PublicCharters | 1758.5 Gal @ .08 = 140.68 | |
| PublicCharters | 0.0 Gal @ .02 = 0.00 | |
| Orchard Beach | 1000.0 Gal @ .15 = 150.00 | |
| Orchard Beach | 303.7 Gal @ .08 = 24.30 | |
| DIESEL | 0.0 Gal | |

ORCHARD BEACH AVIATION

November 2013

RENT

| | | |
|---------------|-----------|------------|
| OFFICE | \$340.00 | |
| HANGER | \$200.00 | |
| FUEL | \$346.06 | |
| DIESEL FUEL | \$314.34 | |
| T-SHIRT SALES | \$0.00 | (0 @ \$12) |
| LANDING FEES | | |
| TWIN | \$9.00 | (1 @ \$9) |
| JET | \$18.00 | (1 @ \$18) |
| TOTAL | \$1227.40 | |

| | |
|-----|-----------|
| 100 | 596.0 Gal |
|-----|-----------|

| | |
|-----|------------|
| JET | 1939.5 Gal |
|-----|------------|

| | |
|-------|------------|
| TOTAL | 2535.5 Gal |
|-------|------------|

| | |
|----------------|---------------------------|
| General | 525.6 Gal @ .15 = 78.84 |
| PublicCharters | 1000.0 Gal @ .15 = 150.00 |
| PublicCharters | 489.5 Gal @ .08 = 39.16 |
| PublicCharters | 0.0 Gal @ .02 = 0.00 |
| Orchard Beach | 520.5 Gal @ .15 = 78.06 |
| Orchard Beach | 0.0 Gal @ .08 = 0.00 |
| DIESEL | 80.6 Gal |

ORCHARD BEACH AVIATION**December 2013****RENT**

| | | |
|--------------------|-----------|------------|
| OFFICE | \$340.00 | |
| HANGER | \$200.00 | |
| FUEL | \$379.51 | |
| DIESEL FUEL | \$249.21 | |
| T-SHIRT SALES | \$0.00 | (0 @ \$12) |
| LANDING FEES | | |
| TWIN | \$0.00 | (0 @ \$9) |
| JET | \$0.00 | (0 @ \$18) |
| HANGER GROUND RENT | | |
| | \$660.00 | 2012 |
| | \$660.00 | 2013 |
| TOTAL | \$2488.72 | |

FUEL SALES DECMEBER 2013

100 **400.7 Gal**

JET **2519.0 Gal**

TOTAL **2919.7 Gal**

General **944.1 Gal @ .15 = 141.62**

PublicCharters **1000.0 Gal @ .15 = 150.00**

PublicCharters **835.1 Gal @ .08 = 66.81**

PublicCharters **0.0 Gal @ .02 = 0.00**

Orchard Beach **140.5 Gal @ .15 = 21.08**

Orchard Beach **0.0 Gal @ .08 = 0.00**

DIESEL **63.9 Gal**

C-5

ORCHARD BEACH AVIATION

January 2014

RENT

| | | |
|---------------|-----------|------------|
| OFFICE | \$340.00 | |
| HANGER | \$200.00 | |
| FUEL | \$356.75 | |
| DIESEL FUEL | \$234.46 | |
| T-SHIRT SALES | \$0.00 | (0 @ \$12) |
| LANDING FEES | | |
| TWIN | \$0.00 | (0 @ \$9) |
| JET | \$0.00 | (0 @ \$18) |
| TOTAL | \$1131.21 | |

C-6

FUEL SALES JANUARY 2014

100LL **752.7 Gal**

JET **1735.5 Gal**

TOTAL **2488.2 Gal**

General **676.8 Gal @ .15 = 101.52**

PublicCharters **1000.0 Gal @ .15 = 150.00**

PublicCharters **235.5 Gal @ .08 = 18.84**

PublicCharters **0.0 Gal @ .02 = 0.00**

Orchard Beach **575.9 Gal @ .15 = 86.39**

DIESEL **61.7 Gal**

Airport Director Review

The following questions are suggested for the first, possible annual, review of the Airport Directors job performance. Since the Director is an independent contractor, this review is intended to follow a format of being a conversation or discussion as opposed to a formal job performance review.

The following questions were suggested through the Manistee Blacker Airport Authority Executive Committee as guidelines. This is intended to be an open discussion is not intended to be limited by the questions suggested.

Talking Points:

1. Tell us what you believe you are doing very well?
2. Where do you feel you can improve?
3. How well does the Director communicate with the Authority and the Public?
How should/could communications be improved?
4. In your view, is there adequate and constructive communication between the Authority and you?"
How should/could communication be improved?
5. How can the Authority better support your efforts as Airport Director?
6. When you accepted the position of Director at MBL what were your expectations and have they been met?
If so how, if not what needs to change?
7. What objectives should be set for the next year and beyond? Please list.
8. Should there be an Assistant Airport Director for MBL?
Why or why not?

Paul D. Schulert, Chairman
Manistee Blacker Airport Authority
Blacker Executive Committee, Chairman
Committee Members: Thom Smith, Ross Spencer
February 2014

March Travel as of 2/8/14

Best Fares

| | MBL | TVC | GRR | MKG |
|--------------------------|---------------|---------------|------------------|---------------|
| Atlanta (ATL) | 384 FL | 353 AA | 297 DL | 380 UA |
| Boston (BOS) | 300 WN | 305 DL | 210 DL | 296 UA |
| Chicago (MDW or ORD) | 120 P1 | 292 DL | 262 US | 116 UA |
| Dallas (DFW) | 396 DL | 334 AA | 355 UA | 370 UA |
| Denver (DEN) | 329 WN/F9 | 482 AA | 284 AA | 396 UA |
| Houston (HOU) | 457 WN | 339 UA | 393 DL | 428 UA |
| Kansas City (MCI) | 338 WN | 356 DL | 297 UA/US | 334 UA |
| Las Vegas (LAS) | 548 WN/F9 | 536 DL | 421 UA | 456 UA |
| Los Angeles (LAX) | 362 DL | 398 UA | 393 UA | 371 UA |
| Minneapolis (MSP) | 300 WN | 348 UA | 326 DL | 296 UA |
| New York Area (NYC) | 368 WN | 316 DL | 258 AA | 396 UA |
| Orlando (MCO) | 398 WN | 332 DL | 282 DL | 385 UA |
| Philadelphia (PHL) | 446 DL | 401 DL | 434 DL | 430 UA |
| Phoenix (PHX) | 487 WN | 475 DL | 428 DL | 392 UA |
| Portland (PDX) | 601 WN | 489 UA | 496 AA | 480 UA |
| San Diego (SAN) | 405 DL | 463 UA | 416 DL | 376 UA |
| San Francisco (SFO) | 420 DL | 398 UA | 391 UA | 394 UA |
| Seattle (SEA) | 488 DL | 398 UA | 394 DL | 356 UA |
| St Louis (STL) | 324 WN | 202 DL | 202 DL | 320 UA |
| Washington DC Area (WAS) | 422 WN | 276 DL | 214 AA | 418 UA |

| | | | | |
|--|----------|----------|----------|----------|
| Average Fare | \$394.65 | \$374.65 | \$337.65 | \$369.50 |
| Change from last month | \$19.90 | -\$6.80 | -\$5.75 | \$5.20 |
| Change from two months ago | \$34.25 | -\$45.80 | -\$5.65 | \$18.05 |
| Fares Pulled 02/08/14 for travel 03/19/14 - 03/26/14 | | | | |

Best Fares +7 days parking

| | MBL | TVC | GRR | MKG |
|--------------------------|------------------|---------------|---------------|---------------|
| Atlanta (ATL) | 384 FL | 393 AA | 351 DL | 408 UA |
| Boston (BOS) | 300 WN | 345 DL | 264 DL | 324 UA |
| Chicago (MDW or ORD) | 120 P1 | 332 DL | 316 US | 144 UA |
| Dallas (DFW) | 396 DL | 374 AA | 409 UA | 398 UA |
| Denver (DEN) | 329 WN/F9 | 522 AA | 338 AA | 424 UA |
| Houston (HOU) | 457 WN | 379 UA | 447 DL | 456 UA |
| Kansas City (MCI) | 338 WN | 396 DL | 351 UA/US | 362 UA |
| Las Vegas (LAS) | 548 WN/F9 | 576 DL | 475 UA | 484 UA |
| Los Angeles (LAX) | 362 DL | 438 UA | 447 UA | 399 UA |
| Minneapolis (MSP) | 300 WN | 388 UA | 380 DL | 324 UA |
| New York Area (NYC) | 368 WN | 356 DL | 312 AA | 424 UA |
| Orlando (MCO) | 398 WN | 372 DL | 336 DL | 413 UA |
| Philadelphia (PHL) | 446 DL | 441 DL | 488 DL | 458 UA |
| Phoenix (PHX) | 487 WN | 515 DL | 482 DL | 420 UA |
| Portland (PDX) | 601 WN | 529 UA | 550 AA | 508 UA |
| San Diego (SAN) | 405 DL | 503 UA | 470 DL | 404 UA |
| San Francisco (SFO) | 420 DL | 438 UA | 445 UA | 422 UA |
| Seattle (SEA) | 488 DL | 438 UA | 448 DL | 384 UA |
| St Louis (STL) | 324 WN | 242 DL | 256 DL | 348 UA |
| Washington DC Area (WAS) | 422 WN | 316 DL | 268 AA | 446 UA |

| | | | | |
|----------------------------|----------|----------|----------|----------|
| Average Fare | \$394.65 | \$414.65 | \$391.65 | \$397.50 |
| Change from last month | \$19.90 | -\$6.80 | -\$5.75 | \$5.20 |
| Change from two months ago | \$34.25 | -\$45.80 | -\$5.65 | \$18.05 |

Parking Fees for one week are \$0 at Manistee, \$40 at Traverse City, \$54 at Grand Rapids, \$28 at Muskegon

APPENDIX F

Manistee County Blacker Airport

Enplaned/Deplaned

| | 2009 | | 2010 | | 2011 | | 2012 | | 2013 | | 2014 | | Total |
|--------------|------------|-------------|------------|-------------|-------------------|--------------|------------|-------------|---------|-------------|---------|------------|-------|
| | Out/In | Total | Out/In | Total | Out/In | Total | Out/In | Total | Out/In | Total | Out/In | Total | |
| Jan | GL 138/106 | 244 | GL 212/145 | 357 | GL 201/169 | 370 | F9 523/366 | 889 | 134/126 | 260 | 161/107 | 268 | |
| Feb | 112/93 | 205 | 196/150 | 346 | 202/194 | 396 | 462/431 | 893 | 128/120 | 248 | | | |
| Mar | 149/139 | 288 | 216/231 | 447 | 225/215 | 440 | 112/176 | 288 | 162/173 | 335 | | | |
| Apr | 119/140 | 259 | 272/255 | 527 | 47/171 F9 486/389 | 1193 | 0/0 | 0 | 158/158 | 316 | | | |
| May | 184/180 | 364 | 263/302 | 565 | 1454/1525 | 2979 | P1 71/58 | 129 | 189/189 | 378 | | | |
| Jun | 166/213 | 379 | 311/366 | 677 | 1206/1342 | 2548 | 234/250 | 484 | 239/288 | 527 | | | |
| Jul | 388/439 | 827 | 521/551 | 1072 | 1595/1568 | 3163 | 465/467 | 932 | 421/409 | 830 | | | |
| Aug | 429/359 | 788 | 482/395 | 877 | 1833/1567 | 3400 | 497/500 | 997 | 391/413 | 804 | | | |
| Sep | 285/293 | 578 | 240/233 | 473 | 1332/1234 | 2566 | 362/297 | 659 | 248/237 | 485 | | | |
| Oct | 282/275 | 557 | 270/246 | 516 | 1024/1004 | 2028 | 150/149 | 299 | 229/215 | 444 | | | |
| Nov | 257/269 | 526 | 236/242 | 478 | 722/715 | 1437 | 36/33 | 69 | 168/198 | 366 | | | |
| Dec | 228/279 | 507 | 194/235 | 429 | 674/798 | 1472 | 131/138 | 269 | 197/200 | 397 | | | |
| Total | | 5522 | | 6764 | | 21992 | | 5908 | | 5390 | | 268 | |

On-time Performance

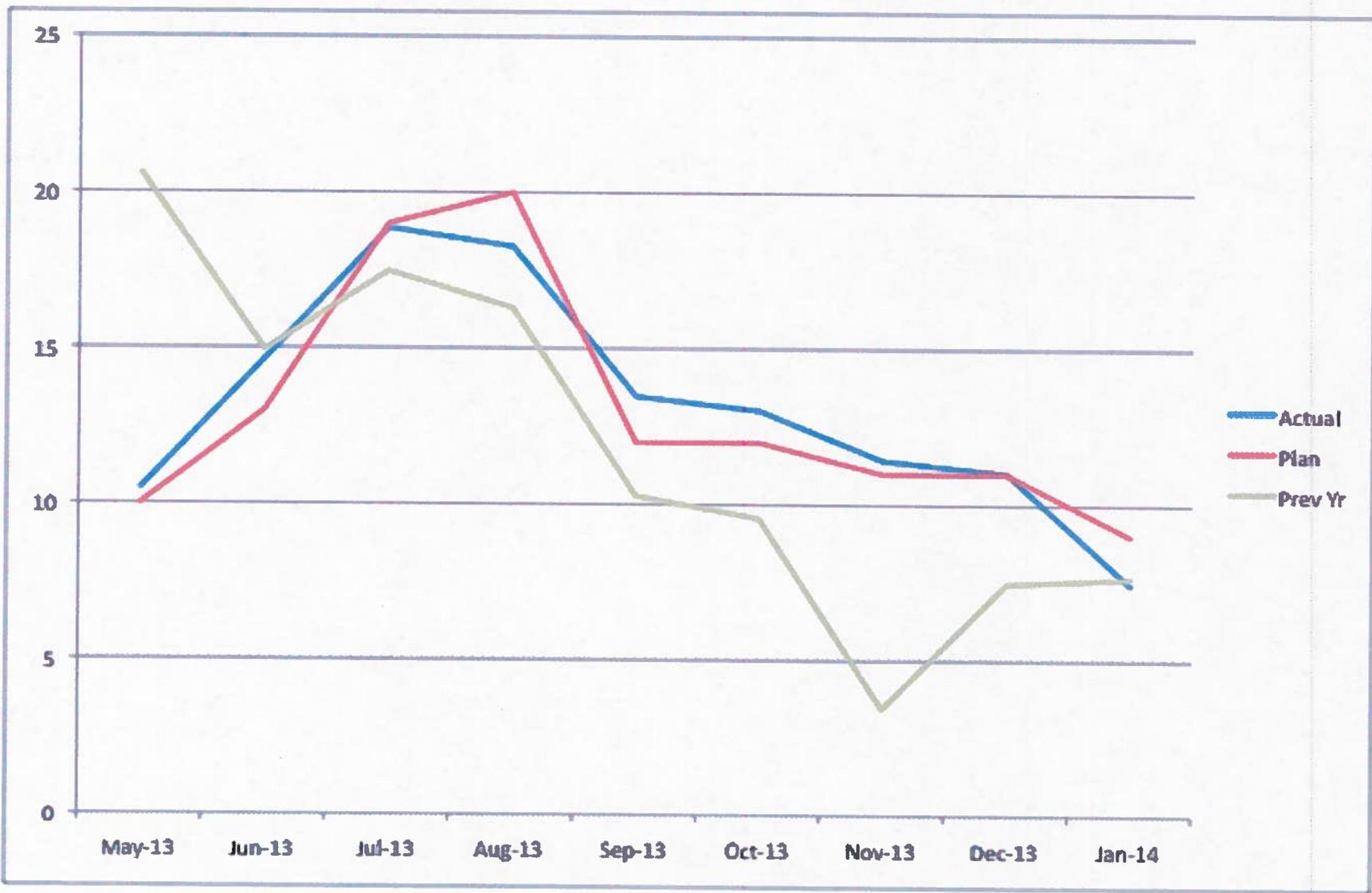
| | 2009 | | 2010 | | 2011 | | 2012 | | 2013 | | 2014 | | On-time |
|-----|--------------|---------|--------------|---------|--------------|---------|--------------|---------|--------------|---------|--------------|---------|---------|
| | Cancel/Delay | On-time | |
| Jan | 13%/25% | 62% | 23%/22% | 55% | 15%/38% | 48% | 12%/8% | 80% | 0%/15% | 85% | 0%/14% | 86% | |
| Feb | 18%/16% | 66% | 13%/32% | 55% | 15%/28% | 58% | 6%/11% | 83% | 6%/16% | 78% | | | |
| Mar | 8%/11% | 79% | 11%/19% | 70% | 21%/19% | 60% | 14%/8% | 78% | 0%/0% | 100% | | | |
| Apr | 10%/16% | 74% | 13%/17% | 70% | *** | *** | *** | *** | 0%/3% | 97% | | | |
| May | 2%/10% | 88% | 12%/10% | 78% | 3%/25% | 72% | 0%/10% | 90% | 0%/6% | 94% | | | |
| Jun | 7%/18% | 75% | 6%/26% | 68% | 6%/20% | 74% | 0%/6% | 94% | 0%/3% | 97% | | | |
| Jul | 4%/16% | 80% | 5%/19% | 76% | 0%/37% | 63% | 0%/7% | 93% | 0%/19% | 81% | | | |
| Aug | 2%/12% | 86% | 4%/5% | 91% | 0%/36% | 64% | 0%/8% | 92% | 2%/16% | 82% | | | |
| Sep | 0%/9% | 91% | 18%/16% | 66% | 0%/23% | 77% | 0%/5% | 95% | 0%/0% | 100% | | | |
| Oct | 10%/8% | 81% | 15%/13% | 72% | 1%/5% | 94% | 0%/22% | 78% | 0%/9% | 91% | | | |
| Nov | 3%/10% | 87% | 16%/16% | 68% | 2%/11% | 87% | 0%/5% | 95% | 6%/6% | 88% | | | |
| Dec | 25%/39% | 36% | 32%/25% | 43% | 2%/15% | 83% | 0%/11% | 89% | 3%/19% | 78% | | | |

Revenue vs Plan 2/10/14



G-2

Passengers Per Flight vs Plan 2/10/14



G-3

Yield vs Plan 2/10/14



6-4

Passengers vs Plan 2/10/14

