

# MINUTES

Monday, November 21, 2022  
12:00 P.M.

Manistee County Blacker Airport  
Conference Room

**Members Present:** Barry Peterson, Chair; Michael Eagan, Vice-Chair; Jeff Dontz, Secretary; Elissa Laskey; Karen Goodman; Cynthia Kaminski (Arrived 12:05); Andrew Gentile (Arrived at 12:16 PM)

**Members Absent:**

**Others Present:** Barry Lind, Airport Director; Susan Zielinski, Airport Authority Treasurer (Via Zoom); Kristyn Malkowski, Airport Authority Recording Secretary; Andrew Bonney, Senior Vice President of Planning of Cape Air

Mr. Peterson called the meeting to order at 12:00 P.M. Roll was taken by the Secretary.

**There was a motion by Mr. Dontz, supported by Mr. Eagan, to approve the November 21, 2022, meeting agenda.**

**All in Favor**

**Motion Carries**

There was no public comment.

The Chair confirmed that each member had received a copy and an opportunity to review the minutes from the regular meeting of the Airport Authority held on Monday, October 17, 2022.

**There was a motion by Ms. Laskey supported by Mr. Eagan to approve the Airport Authority regular meeting minutes of October 17, 2022.**

**All in Favor**

**Motion Carries**

The Authority reviewed the October 2022 Accounts Payable Report.

**There was a motion by Ms. Goodman supported by Mr. Dontz to approve the October 2022 Accounts Payable Report.**

**A roll call vote was taken:**

**Yeas: 5 (Peterson; Eagan; Dontz; Laskey; Goodman; Kaminski)**

**Nays: 0**

**Absent: Gentile**

**Motion carried.**

The Authority reviewed the October 2022 Financial Statement, which includes a Balance Sheet and a Statement of Revenue and Expenses.

**There was a motion by Mr. Eagan, supported by Mr. Dontz to approve the October 2022 Financial Statement.**

**A roll call vote was taken:**

**Yeas: 5 (Peterson; Eagan; Dontz; Laskey; Goodman; Kaminski)**

**Nays: 0**

**Absent: Gentile**

**Motion carried.**

Ms. Zielinski gave a 2021-2022 Fiscal Year Review. Due to a few pending items, Ms. Zielinski will present the final numbers at the December meeting. She will also present her recommendations regarding line-item changes/updates and request action for the completion of the 2022-2023 Budget. This is all in preparation for the annual audit beginning in January 2023.

The Orchard Beach Aviation rent information was provided, as well as fuel sales for October 2022.

Mr. Andrew Bonney, Vice President of Cape Air sat before the board and apologized for the issues and negative impacts that resulted in the past year. Cape Air management is working diligently to ensure success in the years to come. The board suggested that Cape Air meet with the Chamber of Commerce to help form an alliance and work together towards solving the pilot/housing shortage. The board requested that Cape Air work towards a better communication system with flight cancellation and/or delays. Monthly updates are also requested as to what progress is being made and areas of improvement.

**Committee Assignments discussions and reports:**

The Executive Committee did not meet.

The Budget Committee did not meet.

The Capital Projects Committee meet. The committee decided on the top five priority projects that will be covered by the ARPA Grant Funds. The board requested Mr. Lind receive multiple bids, if possible. Mr. Lind will request for the boards approval at the December 19, 2022, meeting.

- **#1 Priority - T-Hangers: Repair all T-Hangers for rental opportunities and investment. Thus far, Mr. Lind has received two quotes to paint the T-Hangers.**

- #2 Priority - Truck: The purchase of a new truck. Mr. Lind has received two quotes but is still waiting on a quote from Manistee Chevy. Board suggestions were to investigate the possibilities of using Enterprise. Enterprise is used by Manistee County, Manistee County Sheriff Department and Centra Wellness.
- #3 Priority – Brush Hog/Mower: Purchasing a new brush hog/mower. Mr. Lind has received three bids. Blacker Airport is still determining the best route of purchase.
- #4 Priority - Flooring: Flooring renovation/replacement within Blacker Airport building. Mr. Lind is working with a local firm to receive a quote.
- #5 Priority – Doors: The security system that is tied into the doors located in the airport building need to be replaced. Mr. Lind is working on receiving quotes.

The Bylaws Committee did not meet.

AD HOC Committee did not meet. Mr. Peterson stated all projects have been completed.

Mr. Lind presented the November 21, 2022, Airport Directors Report (APPENDIX A).

In old business:

Capital Improvement plan: Mr. Lind is still waiting for official approval from the State and will present an update to the board once received.

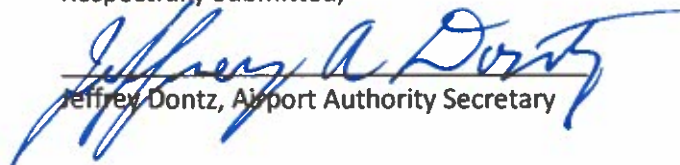
Manistee Township Zoning Ordinance: Mr. Lind is still working on an explanation and letter, is hoping to present information soon.

LEO Coverage: Mr. Lind is hoping for an update soon.

New Business: No new business

There being no further business to come before the Authority, the meeting was adjourned at 1:27 P.M.

Respectfully Submitted,

  
Jeffrey Dontz, Airport Authority Secretary

# MANISTEE COUNTY BLACKER AIRPORT

## SEPTEMBER 2022 REVENUE & EXPENSES

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	AVAILABLE
		AMENDED BUDGET	09/30/2022 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)
<b>Fund 295 - AIRPORT AUTHORITY FUND</b>				
<b>Revenues</b>				
Dept 000 - GENERAL				
295-000-505.001	ALP UPDATE - AIRPORT	207,043.00	207,043.00	0.00
295-000-540.000	STATE REIMBURSEMENTS	22,000.00	17,093.71	4,906.29
295-000-540.005	STATE REIMBURSEMENT - PFAS	142,000.00	145,323.94	(3,323.94)
295-000-665.000	INTEREST EARNED	0.00	36.12	(36.12)
295-000-667.001	RENT AND ROYALTIES	15,200.00	15,342.72	(142.72)
295-000-667.002	RENT - LANDING FEES	2,000.00	2,831.49	(831.49)
295-000-667.003	RENT AND LANDING FEES	259,479.00	259,336.92	142.08
295-000-667.004	HANGAR RENT	30,000.00	27,672.42	2,327.58
295-000-667.005	CAR RENTAL FEES	5,000.00	10,858.87	(5,858.87)
295-000-671.000	SIGN LEASE	4,000.00	3,600.00	400.00
295-000-675.000	PASSENGER FACILITY CHARGES	27,000.00	25,498.16	1,501.84
295-000-675.025	MISC. REVENUE	0.00	482.86	(482.86)
295-000-682.000	FUEL SALES	21,000.00	18,638.89	2,361.11
295-000-699.001	TRANSFER IN - GENERAL FUND	130,000.00	130,000.00	0.00
<b>Total Dept 000 - GENERAL</b>		<b>864,722.00</b>	<b>863,759.10</b>	<b>962.90</b>
<b>Expenditures</b>				
Dept 000 - GENERAL				
295-000-727.002	MISC. SUPPLIES	4,000.00	2,158.16	1,841.84
295-000-730.000	EQUIPMENT	10,000.00	8,030.40	1,969.60
295-000-743.000	GAS AND OIL	7,000.00	11,120.48	(4,120.48)
295-000-801.000	CONTRACTED SERVICES	1,300.00	1,338.85	(38.85)
295-000-801.002	CONTRACTED SERVICES - AUDIT	6,500.00	6,300.00	200.00
295-000-801.014	FAMILY COUNSEL(CUSTODY/VISITATION)	49,440.00	49,440.00	0.00
295-000-801.015	CONTRACTED SERVICES - MAINT.	277,800.00	282,686.72	(4,886.72)
295-000-806.000	ATTORNEY FEES	2,500.00	50.00	2,450.00
295-000-812.000	DUES AND FEES	1,000.00	100.00	900.00
295-000-850.000	TELEPHONE	600.00	535.40	64.60
295-000-860.000	TRAVEL	500.00	0.00	500.00
295-000-862.002	TRAINING-FIRE FIGHTER	2,000.00	0.00	2,000.00
295-000-901.000	ADVERTISING	35,000.00	20,773.07	14,226.93
295-000-911.000	LIABILITY INSURANCE	20,000.00	20,772.37	(772.37)
295-000-920.000	UTILITIES	28,000.00	34,626.36	(6,626.36)
295-000-931.000	REPAIRS & MAINTENANCE	30,000.00	64,865.89	(34,865.89)
295-000-955.000	MISC. EXPENSE - AIRPORT	0.00	772.59	(772.59)
295-000-955.001	MISC. EXPENSE - PFC (AIRPORT)	1,000.00	1,492.40	(492.40)
295-000-955.003	MISC EXP - PFAS EXPENDITURES	142,000.00	141,643.09	356.91
295-000-955.011	MISC EXPENSE - MCGUINEAS DRAIN	4,140.00	4,139.39	0.61
295-000-970.000	CAPITAL EQUIPMENT	207,043.00	207,043.00	0.00
295-000-995.016	TRANSFER OUT- AIRPORT CAPITAL FUND	34,899.00	0.00	34,899.00
<b>Total Dept 000 - GENERAL</b>		<b>864,722.00</b>	<b>857,888.17</b>	<b>6,833.83</b>
<b>Fund 295 - AIRPORT AUTHORITY FUND:</b>				
TOTAL REVENUES		864,722.00	863,759.10	962.90
TOTAL EXPENDITURES		864,722.00	857,888.17	6,833.83
NET OF REVENUES & EXPENDITURES		0.00	5,870.93	(5,870.93)

# MANISTEE COUNTY BLACKER AIRPORT

## TRIAL BALANCE AS OF SEPTEMBER 2022

GL NUMBER	DESCRIPTION	END BALANCE 09/30/2022 NORMAL (ABNORMAL)
<b>Assets</b>		
295-000-001.000	CASH	(28,009.78)
295-000-001.003	LIQUID ASSETS - PFC	115,557.29
295-000-018.000	ACCOUNTS RECEIVABLE	23,227.53
TOTAL ASSETS		110,775.04
<b>Liabilities</b>		
295-000-202.000	ACCOUNTS PAYABLE	36,192.01
TOTAL LIABILITIES		36,192.01
<b>Fund Equity</b>		
295-000-390.000	FUND BALANCE	68,712.10
TOTAL FUND EQUITY		68,712.10
<b>Revenues</b>		
295-000-505.001	ALP UPDATE - AIRPORT	207,043.00
295-000-540.000	STATE REIMBURSEMENTS	17,093.71
295-000-540.005	STATE REIMBURSEMENT - PFAS	145,323.94
295-000-665.000	INTEREST EARNED	36.12
295-000-667.001	RENT AND ROYALTIES	15,342.72
295-000-667.002	RENT - LANDING FEES	2,831.49
295-000-667.003	RENT AND LANDING FEES	259,336.92
295-000-667.004	HANGAR RENT	27,672.42
295-000-667.005	CAR RENTAL FEES	10,858.87
295-000-671.000	SIGN LEASE	3,600.00
295-000-675.000	PASSENGER FACILITY CHARGES	25,498.16
295-000-675.025	MISC. REVENUE	482.86
295-000-682.000	FUEL SALES	18,638.89
295-000-699.001	TRANSFER IN - GENERAL FUND	130,000.00
TOTAL REVENUES		863,759.10
<b>Expenditures</b>		
295-000-727.002	MISC. SUPPLIES	2,158.16
295-000-730.000	EQUIPMENT	8,030.40
295-000-743.000	GAS AND OIL	11,120.48
295-000-801.000	CONTRACTED SERVICES	1,338.85
295-000-801.002	CONTRACTED SERVICES - AUDIT	6,300.00
295-000-801.014	FAMILY COUNSEL(CUSTODY/VISITATION)	49,440.00
295-000-801.015	CONTRACTED SERVICES - MAINT.	282,686.72
295-000-806.000	ATTORNEY FEES	50.00
295-000-812.000	DUES AND FEES	100.00
295-000-850.000	TELEPHONE	535.40
295-000-901.000	ADVERTISING	20,773.07
295-000-911.000	LIABILITY INSURANCE	20,772.37
295-000-920.000	UTILITIES	34,626.36
295-000-931.000	REPAIRS & MAINTENANCE	64,865.89
295-000-955.000	MISC. EXPENSE - AIRPORT	772.59
295-000-955.001	MISC. EXPENSE - PFC (AIRPORT)	1,492.40
295-000-955.003	MISC EXP - PFAS EXPENDITURES	141,643.09
295-000-955.011	MISC EXPENSE - MCGUINEAS DRAIN	4,139.39
295-000-970.000	CAPITAL EQUIPMENT	207,043.00
TOTAL EXPENDITURES		857,888.17

# MANISTEE COUNTY BLACKER AIRPORT

## OCTOBER 2022 REVENUE & EXPENSES

DESCRIPTION	ACTIVITY FOR SEPTEMBER 2022 INCREASE (DECREASE)	ACTIVITY FOR OCTOBER INCREASE (DECREASE)	YTD BALANCE 10/01/22 TO 10/31/2022 NORMAL (ABNORMAL)	2022/23 ORIGINAL BUDGET	% BDGT USED
<b>Fund 295 - AIRPORT AUTHORITY FUND</b>					
<b>Revenues</b>					
OTHER FEDERAL GRANTS (CARES ACT)	0.00	0.00	0.00	32,000.00	0.0%
STATE REIMBURSEMENTS	1,390.85	0.00	0.00	12,000.00	0.0%
STATE REIMBURSEMENTS - PFAS	145,323.94	0.00	0.00	0.00	0.0%
INTEREST EARNED	9.47	0.00	0.00	0.00	0.0%
OFFICE RENT	1,278.56	1,278.56	1,278.56	16,100.00	7.9%
LANDING FEES GENERAL AVIATION	609.04	262.20	262.20	2,200.00	11.9%
RENT AND LANDING FEES	22,026.86	21,801.33	21,801.33	275,000.00	7.9%
HANGAR RENT	2,550.00	800.00	800.00	25,000.00	3.2%
CAR RENTAL FEES	2,209.70	0.00	0.00	7,500.00	0.0%
SIGN LEASE	0.00	0.00	0.00	4,000.00	0.0%
PASSENGER FACILITY CHARGES	2,131.48	0.00	0.00	30,000.00	0.0%
MISC. REVENUE	16.75	24.20	24.20	300,000.00	0.0%
FUEL SALES	3,457.66	1,957.86	1,957.86	22,000.00	8.9%
TRANSFER IN - GENERAL FUND	10,833.37	10,833.33	10,833.33	130,000.00	8.3%
	191,837.68	36,957.48	36,957.48	855,800.00	4.3%
<b>Expenditures</b>					
MISC. SUPPLIES	972.89	103.00	103.00	3,000.00	3.4%
GAS AND OIL	0.00	1,746.41	1,746.41	9,000.00	19.4%
CONTRACTED SERVICES	0.00	0.00	0.00	1,400.00	0.0%
CONTRACTED SERVICES - AUDIT	0.00	0.00	0.00	7,500.00	0.0%
CONTRACTED SERVICES - MANAGEMENT	4,120.00	4,120.00	4,120.00	52,410.00	7.9%
CONTRACTED SERVICES - MAINT.	23,350.64	23,218.08	23,218.08	294,500.00	7.9%
ATTORNEY FEES	0.00	0.00	0.00	2,500.00	0.0%
DUES AND FEES	0.00	0.00	0.00	1,000.00	0.0%
TELEPHONE	44.80	43.83	43.83	600.00	7.3%
TRAVEL	0.00	0.00	0.00	500.00	0.0%
TRAINING-FIRE FIGHTER	0.00	0.00	0.00	7,000.00	0.0%
ADVERTISING	2,147.02	250.00	250.00	25,000.00	1.0%
LIABILITY INSURANCE	0.00	0.00	0.00	22,000.00	0.0%
UTILITIES	2,403.24	2,056.54	2,056.54	29,000.00	7.1%
REPAIRS & MAINTENANCE	7,172.07	19,074.65	19,074.65	40,000.00	47.7%
MISC. EXPENSE - PFC	0.00	161.70	161.70	1,000.00	0.0%
MISC EXPENSE - MCGUINEAS DRAIN	0.00	0.00	0.00	4,140.00	0.0%
TRANSFER OUT - AIRPORT CAPITAL FUND	0.00	0.00	0.00	355,250.00	0.0%
	40,210.66	50,774.21	50,774.21	855,800.00	5.9%
TOTAL REVENUES	191,837.68	36,957.48	36,957.48	855,800.00	4.3%
TOTAL EXPENDITURES	40,210.66	50,774.21	50,774.21	855,800.00	5.9%
NET OF REVENUES & EXPENDITURES	151,627.02	(13,816.73)	(13,816.73)	0.00	

# MANISTEE COUNTY BLACKER AIRPORT

TRIAL BALANCE AS OF OCTOBER 2022

DESCRIPTION	END BALANCE
	10/31/2022
	NORMAL (ABNORMAL)
<b>Assets</b>	
CASH	(14,883.15)
LIQUID ASSETS - PFC ACCOUNT	118,393.54
	<u>103,510.39</u>
<b>Liabilities</b>	
ACCOUNTS PAYABLE	648.70
TOTAL LIABILITIES	<u>648.70</u>
<b>Fund Equity</b>	
FUND BALANCE	68,712.10
TOTAL FUND EQUITY	<u>68,712.10</u>
<b>Revenues</b>	
STATE REIMBURSEMENTS	0.00
STATE REIMBURSEMENTS - PFAS	0.00
INTEREST EARNED	0.00
OFFICE RENT	1,278.56
LANDING FEES GENERAL AVIATION	262.20
RENT AND LANDING FEES	21,801.33
HANGAR RENT	800.00
CAR RENTAL FEES	0.00
SIGN LEASE	0.00
PASSENGER FACILITY CHARGES	0.00
MISC. REVENUE	24.20
FUEL SALES	1,957.86
TRANSFER IN - GENERAL FUND	10,833.33
	<u>36,957.48</u>
<b>Expenditures</b>	
MISC. SUPPLIES	103.00
GAS AND OIL	1,746.41
CONTRACTED SERVICES	0.00
CONTRACTED SERVICES - AUDIT	0.00
CONTRACTED SERVICES - MANAGEMENT	4,120.00
CONTRACTED SERVICES - MAINT.	23,218.08
ATTORNEY FEES	0.00
DUES AND FEES	0.00
TELEPHONE	43.83
TRAVEL	0.00
TRAINING-FIRE FIGHTER	0.00
ADVERTISING	250.00
LIABILITY INSURANCE	0.00
UTILITIES	2,056.54
REPAIRS & MAINTENANCE	19,074.65
MISC. EXPENSE - PFC	161.70
MISC EXPENSE - MCGUINEAS DRAIN	0.00
TRANSFER OUT - AIRPORT CAPITAL FUND	0.00
	<u>50,774.21</u>
<b>NET POSITION</b>	<u><u>158,405.76</u></u>

FUEL SALES OCTOBER 2022

100LL                    9285.7 Gal

JET                        2231.1 Gal

TOTAL                    11516.8 Gal

    General              2526.1 Gal @ .17 = \$429.44

    Cape Air              8540.4 Gal @ .17 = \$1451.87

    Orchard Beach      450.3 Gal @ .17 = \$76.55

DIESEL FUEL            0.0 Gal @ \$4.50 = \$0.00



**ORCHARD BEACH AVIATION**

**October 2022**

**RENT**

OFFICE	\$484.49	
FUEL	\$1957.86	
LANDING FEES		
TWIN	\$0.00	(0 @ \$13.06)
JET	\$261.20	(10 @ \$26.12)
DAILY HANGERS	\$0.00	(0 @ \$24.75)
VENDING	\$24.20	(10% of \$242.00)
TOTAL	\$2727.75	

REVENUE AND EXPENDITURE REPORT FOR MANISTEE COUNTY

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	BDGT USED
		AMENDED BUDGET	11/30/2022 NORMAL (ABNORMAL)	MONTH 11/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 481 - AIRPORT CAPITAL FUND						
Revenues						
Dept 000 - GENERAL						
481-000-699.008	TRANSFER IN - AIRPORT FUND	355,250.00	0.00	0.00	355,250.00	0.00
Total Dept 000 - GENERAL		355,250.00	0.00	0.00	355,250.00	0.00
TOTAL REVENUES		355,250.00	0.00	0.00	355,250.00	0.00
Expenditures						
Dept 000 - GENERAL						
481-000-730.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00
481-000-801.000	CONTRACTED SERVICES	355,250.00	0.00	0.00	355,250.00	0.00
481-000-955.013	MISC EXPENSE (APPROPRIATION)	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		355,250.00	0.00	0.00	355,250.00	0.00
TOTAL EXPENDITURES		355,250.00	0.00	0.00	355,250.00	0.00
Fund 481 - AIRPORT CAPITAL FUND:						
TOTAL REVENUES		355,250.00	0.00	0.00	355,250.00	0.00
TOTAL EXPENDITURES		355,250.00	0.00	0.00	355,250.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

# Airport Directors Report 11/21/2022

- Airport Incidents/Accidents
  - None
- Staffing changes at Cape Air for Manistee Station
  - No station manager hired yet
- TSA completed install of new X-Ray Machine
- GSA Property Inspections
  - Challenges

## Manistee County Blacker Airport

*Enplaned/Deplaned*

	2017		2018		2019		2020		2021		2022	
	Out/In	Total	Out/In	Total	Out/In	Total	Out/In	Total	Out/In	Total	Out/In	Total
Jan	228/211	439	246/192	438	255/203	455 NCS	75/59	134	200/154	354	224/197	421
Feb	243/231	474	180/158	338	195/187	382	94/78	172	212/192	404	224/216	440
Mar	289/268	557	326/306	632	261/253	514	44/64	108	274/233	507	310/244	554
Apr	259/286	545	220/237	457	221/240	461	1/10	11	291/325	616	278/314	592
May	411/430	841	333/351	684	313/312	625	20/19	39	383/399	782	533/573	1106
Jun	445/567	1013	469/555	1024	361/413	774	113/166	279	593/610	1203	314/352	666
Jul	849/793	1642	890/891	1781	654/699	1353	305/279	584	791/735	1526	626/629	1255
Aug	778/742	1520	752/787	1539	694/728	1422	222/207	429	735/603	1338	805/701	1506
Sep	488/463	951	383/275	658	315/201	516	180/164	344	547/505	1052	561/570	1131
Oct	392/365	757	334/312	646	381/375	756 CA	283/245	528	502/459	961	<b>618/543</b>	<b>1161</b>
Nov	328/341	669	327/290	617	182/194	376	186/192	378	298/292	590		
Dec	330/361	691	314/328	642	273/250	523	187/162	349	304/297	601		
Total		10099		9456		8157		3355		9934		8832

*Ontime Performance*

	2017		2018		2019		2020		2021		2022	
	Cancel/Delay	Ontime	Cancel/Delay	Ontime	Cancel/Delay	Ontime	Cancel/Delay	Ontime	Cancel/Delay	Ontime	Cancel/Delay	Ontime
Jan	0%/24%	76%	0%/9%	91%	11%/6%	83%	52%/2%	46%	4%/23%	73%	15%/9%	76%
Feb	0%/8%	92%	6%/25%	69%	25%/0%	75%	35%/2%	63%	4%/28%	68%	16%/8%	76%
Mar	0%/7%	93%	2%/20%	78%	0%/13%	87%	10%/0%	90%	10%/14%	76%	18%/7%	75%
Apr	0%/6%	94%	10%/15%	75%	0%/6%	94%	0%/0%	100%	2%/17%	81%	13%/7%	80%
May	0%/11%	89%	6%/16%	78%	0%/4%	96%	0%/2%	98%	2%/11%	87%	5%/5%	90%
Jun	5%/17%	78%	0%/13%	87%	2%/9%	89%	5%/0%	95%	7%/18%	75%	46%/6%	48%
Jul	3%/44%	53%	0%/6%	94%	1%/7%	92%	4%/1%	95%	4%/20%	76%	23%/10%	67%
Aug	3%/17%	80%	1%/6%	93%	0%/4%	96%	2%/0%	98%	11%/14%	75%	5%/13%	82%
Sep	1%/21%	78%	0%/9%	91%	2%/21%	77%	0%/0%	100%	10%/13%	77%	16%/17%	67%
Oct	0%/11%	89%	0%/7%	93%	2%/34%	64%	3%/19%	78%	13%/11%	76%	<b>20%/18%</b>	<b>62%</b>
Nov	0%/13%	87%	0%/9%	91%	3%/79%	(19%) 36(78%)	7%/12%	81%	23%/10%	67%		
Dec	7%/49%	44%	0%/12%	88%	3%/97%	(12%) 36(85%)	6%/21%	73%	17%/18%	65%		

**December Travel as of 11/17/2022****Best Fares**

	MBL	TVC	GRR	MKG
Atlanta (ATL)	319 AA	366 DL	355 UA	487 AA
Boston (BOS)	294 AA	476 UA	319 AA	335 AA
Chicago (MDW or ORD)	118 9K	211 DL	278 UA	159 SO
Dallas (DFW)	351 AA	534 UA	433 UA	473 UA
Denver (DEN)	373 AA	310 DL	253 UA	473 UA
Houston (HOU)	424 AA	488 DL	286 AA	498 AA
Kansas City (MCI)	343 AA	448 DL	341 AA	459 UA
Las Vegas (LAS)	461 AA	536 UA	417 AA	583 AA
Los Angeles (LAX)	413 AA	480 UA	475 AA	589 UA
Minneapolis (MSP)	302 AA	306 DL	331 UA	446 UA
New York Area (NYC)	334 AA	326 DL	261 DL	375 AA
Orlando (MCO)	409 AA	488 UA	220 F9	533 UA
Philadelphia (PHL)	426 AA	448 DL	451 UA	528 UA
Phoenix (PHX)	439 AA	542 DL	455 UA	559 UA
Portland (PDX)	514 AA	583 UA	496 DL	550 AA
San Diego (SAN)	486 AA	523 UA	455 UA	589 AA
San Francisco (SFO)	464 AA	581 UA	455 UA	526 AA
Seattle (SEA)	433 AK	577 UA	475 UA	440 UA
St Louis (STL)	418 UA	388 DL	302 UA	459 UA
Washington DC Area (WA)	362 AA	261 DL	311 DL	498 AA

Average Fare	\$384.15	\$443.60	\$368.45	\$477.95
Change from one month	\$12.35	\$24.05	\$59.00	\$11.25
Change from two months	\$20.60	\$4.75	\$71.50	\$25.40
Fares Pulled 11/17/2022 for travel 12/7/2022 - 12/14/2022				

**Best Fares +7 days parking**

	MBL	TVC	GRR	MKG
Atlanta (ATL)	319 AA	429 DL	425 UA	557 AA
Boston (BOS)	294 AA	539 UA	389 AA	405 AA
Chicago (MDW or ORD)	118 9K	274 DL	348 UA	229 SO
Dallas (DFW)	351 AA	597 UA	503 UA	543 UA
Denver (DEN)	373 AA	373 DL	323 UA	543 UA
Houston (HOU)	424 AA	551 DL	356 AA	568 AA
Kansas City (MCI)	343 AA	511 DL	411 AA	529 UA
Las Vegas (LAS)	461 AA	599 UA	487 AA	653 AA
Los Angeles (LAX)	413 AA	543 UA	545 AA	659 UA
Minneapolis (MSP)	302 AA	369 DL	401 UA	516 UA
New York Area (NYC)	334 AA	389 DL	331 DL	445 AA
Orlando (MCO)	409 AA	551 UA	290 F9	603 UA
Philadelphia (PHL)	426 AA	511 DL	521 UA	598 UA
Phoenix (PHX)	439 AA	605 DL	525 UA	629 UA
Portland (PDX)	514 AA	646 UA	566 DL	620 AA
San Diego (SAN)	486 AA	586 UA	525 UA	659 AA
San Francisco (SFO)	464 AA	644 UA	525 UA	596 AA
Seattle (SEA)	433 AK	640 UA	545 UA	510 UA
St Louis (STL)	418 UA	451 DL	372 UA	529 UA
Washington DC Area (WA)	362 AA	324 DL	381 DL	568 AA

Average Fare	\$384.15	\$506.60	\$438.45	\$547.95
Change from one month	\$12.35	\$24.05	\$59.00	\$11.25
Change from two months	\$20.60	\$4.75	\$71.50	\$25.40

Parking Fees for one week are \$0 at Manistee, \$63 at Traverse City, \$70 at Grand Rapids, \$70 at Muskegon

# Airport Directors Report 11/21/2022

- Annual FAA Airport Inspection
  - All items closed out on schedule
  - Remarking completed 10/30/22

# Capital Project Updates 11/21/2022

- Airport ALP Update (2020 Project)
  - Waiting on State review
- Working on 5 Year ACIP with P&N and State
  - Submitted
  - Met with State and they have some issues

# Cape Air Service Update 11/21/2022

- Cape Air Performance is not Good
  - Cancellations
    - June 46%
    - July 23%
    - August 5%
    - September 16%
    - October 20%



# Cape Air Service Update 11/21/2022

- Advanced bookings continue generally strong
  - November looks to be about 60% ahead of last year
    - If flights fly; should have been better
  - Advance bookings for Dec are flat
    - Jan – Mar are up slightly

# Marketing Update 11/21/2022

- Presentation of Marketing Plan for FY23 at next meeting
- Working more with Cape Air to align our marketing efforts
  - Proving difficult as Cape Air struggles internally