

AIRPORT AUTHORITY AGENDA

**September 18, 2023
12:00 P.M.**

**Manistee County Blacker Airport
Conference Room via ZOOM
2323 Airport Road, Manistee, MI 49660**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Comment
5. Approval of Minutes
 - a. August 21, 2023, Regular Meeting
 - b. September 5, 2023, Special Meeting
6. Treasurer's Report
 - a. August 2023 Accounts Payable
 - b. August 2023 Financial Statement (Revenue & Expenses/Trial Balance Sheet)
7. Committee Reports & Discussion
 - a. Executive Committee
 - b. Capital Projects Committee
 - c. Budget Committee
8. Airport Director's Report
9. Old Business/Unfinished Business
 - a. Manistee Township Zoning Ordinance
 - b. LEO Coverage
 - c. Bylaws
 - d. Commercial, Liability and Auto Insurance
 - e. Consultant Selection Process
10. New Business
 - a. Finalization of the 2023/2024 Budget (Appendix A)
 - b. Airport Director and FBO Contracts
11. Comments by Authority Members
12. Adjournment

08/09/2023

DRAFT BUDGET FOR MANISTEE COUNTY BLACKER AIRPORT

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2022-23 ACTIVITY THRU 06/30/23	2023-24 FIRST DRAFT BUDGET	2023-24 PROPOSED BUDGET
ESTIMATED REVENUES							
295-000-505.001	ALP UPDATE - AIRPORT	124,266	(52,590)	0	0	0	0
295-000-528.000	OTHER FEDERAL GRANTS (CARES ACT)	0	0	32,000	0	0	0
295-000-540.000	STATE REIMBURSEMENTS	17,372	17,094	12,000	0	2,000	2,000
295-000-540.005	STATE REIMBURSEMENT - PFAS	50,176	145,324	0	0	0	0
295-000-665.000	INTEREST EARNED	16	36	0	279	0	0
295-000-667.001	TERMINAL RENT (NON AIR CARRIER)	15,173	15,343	16,100	11,926	16,289	16,289
295-000-667.002	LANDING FEES	2,347	2,831	2,200	862	2,800	2,800
295-000-667.003	AIR CARRIER FEES/RENDS/LANDING	257,407	259,337	275,000	196,049	290,827	290,827
295-000-667.004	HANGAR RENT	27,778	27,672	25,000	20,802	29,000	29,000
295-000-667.005	CAR RENTAL FEES	3,567	10,859	7,500	4,772	9,000	9,000
295-000-671.000	SIGN LEASE	3,600	3,600	4,000	3,600	4,000	4,000
295-000-675.000	PASSENGER FACILITY CHARGES	23,752	28,224	30,000	16,022	30,000	30,000
295-000-675.004	MCGUINEAS SPECIAL ASSESSMENT	11,775	0	0	0	0	0
295-000-675.025	MISC. REVENUE	84	483	300,000	295,069	0	0
295-000-682.000	FUEL FLOW FEES	22,674	18,639	22,000	9,441	20,000	20,000
295-000-699.001	TRANSFER IN - GENERAL FUND	120,000	130,000	130,000	97,500	150,000	150,000
	TOTAL ESTIMATED REVENUES	679,987	606,852	855,800	656,322	553,916	553,916
APPROPRIATIONS							
295-000-727.002	MISC. SUPPLIES	5,826	2,158	3,000	2,749	3,500	3,500
295-000-730.000	EQUIPMENT	14,231	8,030	0	0	0	0
295-000-743.000	GAS AND OIL	5,111	11,120	9,000	7,421	9,000	9,000
295-000-801.000	CONTRACTED SERVICES	1,266	1,339	1,400	607	1,400	1,400
295-000-801.002	CONTRACTED SERVICES - AUDIT	5,975	6,300	7,500	6,800	7,000	7,000
295-000-801.015	CONTRACTED SERVICES - MAINT.	274,600	282,687	294,500	223,059	304,800	309,225
295-000-801.019	CONTRACTED SERVICES - AIRPORT	48,000	49,440	52,410	39,308	54,000	55,030
295-000-806.000	ATTORNEY FEES	850	50	2,500	0	2,500	2,500
295-000-812.000	DUES AND FEES	180	100	1,000	100	500	500
295-000-850.000	TELEPHONE	389	535	600	1,418	600	600
295-000-860.000	TRAVEL	0	0	500	0	500	500
295-000-862.002	TRAINING-FIRE FIGHTER	1,972	0	7,000	5,750	2,000	2,000
295-000-901.000	ADVERTISING	19,923	22,168	25,000	16,480	25,000	25,000
295-000-911.000	LIABILITY INSURANCE	20,091	20,772	22,000	23,117	24,000	24,000
295-000-920.000	UTILITIES	38,813	34,626	29,000	30,379	36,000	36,000
295-000-931.000	REPAIRS & MAINTENANCE	45,022	64,866	40,000	47,221	46,977	41,522
295-000-955.000	MISC. EXPENSE - AIRPORT	219	773	0	2,174	1,000	1,000
295-000-955.001	MISC. EXPENSE - PFC (AIRPORT)	1,796	1,492	1,000	183	1,000	1,000
295-000-955.003	MISC EXP - PFAS EXPENDITURES	53,667	141,643	0	0	0	0
295-000-955.011	MISC EXPENSE - MCGUINEAS DRAIN	4,139	4,139	4,140	4,139	4,139	4,139
295-000-970.000	CAPITAL EQUIPMENT	138,749	(52,590)	0	0	0	0
295-000-995.016	TRANSFER OUT- AIRPORT CAPITAL FUND	680,819	599,648	355,250	295,000	30,000	30,000
	TOTAL APPROPRIATIONS	-832	7204	855,800	705,905	553,916	553,916
	GAIN/LOSS			0	-49583	0	0