



COMMISSION MEETING

March 6th 2017

1:30 pm

LENAWEE COUNTY AIRPORT

TERMINAL / FBO BUILDING

AGENDA

: Moment of Silent prayer

: Pledge of Allegiance

- 1) Approve minutes of the December Meeting
- 2) Manager's report
- 3) Finance report
- 4) Maple Lane Manor
- 5) New business
- 6) Old business
- 7) Public comment
- 8) Motion for Adjournment



Managers' Report

March 6th 2017

East Maintenance Building

Following the moving of Sean Houk from the East Maintenance building to his new location in Ohio as of the end of December, we have been looking for a new individual to rent this complex. As of March 1 Mr. Craig Leeson will be occupying the East Maintenance building to house his aircrafts. Mr. Leeson has been to our field many times with all of his aircraft, having all of his service work taken care of by Larson Aviation located on this field. Mr. Leeson stated that his aircraft are located on two different airports through the year and that he and his wife will enjoy having everything located at one airport with a hangar large enough to add additional aircraft as it is purchased.

Equipment

With the spring weather teasing, we have started taking advantage of the warmer days by starting our summer equipment maintenance preparation a little earlier this year. We have been removing our smaller mowing equipment from storage, and servicing it with anticipation of an earlier start in the spring mowing season. In regards to our tractors and larger mowing decks, we will continue with summer preparation on this equipment towards the end of March.

Adrian Soaring Club

As of the end of February, the Adrian Soaring Club has started holding spring meetings in preparation for the 2017 season. The soaring club school, if the grounds will allow is to start their soaring season the first part of April.

Maple Lane Manor Cemetery

The cemetery as of the end of February appears to be in good condition after the winter months. We will start preparation for weed control and cleanup the end of March.

Madison Lake Subdivision

During the first part of March, the airport will be preparing the completion of the work still necessary located in the Madison Lake Subdivision. We are waiting for bids for removal of the road, and the contractors to complete the excavation necessary for the completion of the demolition that has already been underway and unable to finish due to weather conditions.

North and W. Taxi Ln. rehabilitation

The engineering reports from Mead and Hunt have been completed and submitted to the Bureau of Aeronautics for the rehabilitation of the north and west taxi lanes leading to all of the hangars located on the west end of the airport. These taxi lanes have been deteriorating for multiple years now and are in desperate need of replacement. The submitted grant funding has been approved and is now waiting for Midsummer transfer, so this work can be completed in early fall 2017. In regards to the adjacent aprons leading to these taxiways, we will be having the Lenawee County Road Commission look at these aprons and advising to the condition of repair or replacement prior to the new taxi lanes being installed.

North FBO Parking Lot

During the first week of March, the Lenawee County Road Commission will be assessing the FBO and flight school parking lot located directly in front of the FBO. This parking lot has been deteriorating rapidly over the past few years, and is in desperate need of repair. I hope to have cost evaluation for this work to the administrator's office, and commissioners prior to the April 2017 meeting.

Upcoming Events

Michigan International Speedway has announced its schedule for two NASCAR races to be held in 2017. The first race will be held June 16 through the 18th with the Corrigan Oil 200 ARCA Racing Series on June 16, NASCAR XFINITY series Menard's 250 presented by Valvoline on June 17 and then NASCAR Sprint Cup Series Fire Keepers Casino 400 will be held on Father's Day June 18.

The Sprint Cup Series will be back again on August 13 with the Pure Michigan 400. The NASCAR Camping World Truck Series Carriers for Veterans 200 presented by the Cooper Standard Foundation and Brad Keselowski's Checkered Flag Foundation is on August 12.

Ending the season for 2017, will be Operation Good Cheer which will be held on Saturday, December 2, 2017 again providing for foster children in Lenawee County.

Power Gate Repair

Due to the winter thaw this year, it was necessary to have the power entrance gate repaired by C-Gate Company Sylvania, Ohio. During the thaw, the asphalt cracked and spread in two locations causing the magnetic safety wire located in the asphalt to break and cause the gate to malfunction. The repairs were completed on Friday February 24, 2017 with the installation of new safety wiring on the north side of the fence.

Joe Malak

Airport - March 2, 2017

Row Labels	Values Amended Budget	Actual Amount	Percentage Used w/ Encumbrances
Revenue			
483.None - Airport Fees, None	150.00	0.00	0.00%
484.None - Tower Application Permit, None	100.00	0.00	0.00%
626.None - Services Rendered, None	300.00	0.00	0.00%
642.400 - Sales, Fuel: 100 LL	107,736.00	5,969.46	5.54%
642.410 - Sales, Fuel: Jet A	120,667.00	4,590.83	3.80%
642.420 - Sales, Pilot Supplies	3,000.00	329.67	10.99%
642.600 - Sales, Scraps & Salvage	250.00	0.00	0.00%
651.100 - Use and Admission Fees, Field Access	9,800.00	2,088.00	21.31%
651.150 - Use and Admission Fees, After Hours	1,000.00	0.00	0.00%
651.200 - Use and Admission Fees, Ramp & Overnight Parking	2,500.00	420.00	16.80%
667.100 - Rent/Lease, Hanger	104,152.00	22,410.00	21.52%
667.200 - Rent/Lease, Land	8,212.00	0.00	0.00%
667.210 - Rent/Lease, Land - Farm	9,876.00	0.00	0.00%
667.300 - Rent/Lease, Flight Simulator	3,000.00	262.50	8.75%
667.400 - Rent/Lease, Office	5,760.00	1,890.00	32.81%
676.720 - Reimbursements, Communications	0.00	195.00	
676.None - Reimbursements, None	2,000.00	15.99	0.80%
687.150 - Refunds, Unemployment	0.00	276.93	
687.160 - Refunds, Workers Compensation	0.00	137.44	
699.100 - Transfers In, Appropriation	43,000.00	10,750.00	25.00%
Revenue Total	421,503.00	49,335.82	11.70%
Expenses			
702.None - Wages - Supv/Dept Head, None	56,542.00	7,357.60	13.01%
704.None - Wages - Regular Employees, None	21,578.00	2,890.44	13.40%
705.100 - Wages - Temporary Employees, OC/Seasonal	21,201.00	1,466.40	6.92%
706.100 - Wages - Overtime, Regular	900.00	0.00	0.00%
715.None - Matching Social Security, None	7,668.00	881.86	11.50%
716.None - Health Insurance, None	15,645.00	2,406.92	15.38%

717.None - Life Insurance, None	678.00	113.00	16.67%
718.120 - Retirement, Defined Benefit Liability	5,077.00	666.13	13.12%
718.200 - Retirement, Defined Contribution	3,906.00	512.40	13.12%
720.None - Unemployment, None	299.00	35.14	11.75%
721.None - Workers Compensation, None	662.00	60.38	9.12%
724.None - Dental Insurance, None	483.00	80.42	16.65%
725.None - Long Term Disability, None	148.00	24.68	16.68%
727.None - Office Supplies, None	350.00	0.00	0.00%
728.None - Postage, None	200.00	21.42	10.71%
733.None - Computer Supplies, None	400.00	45.46	11.37%
746.None - Motor Fuel, None	8,500.00	980.55	11.54%
748.100 - Aviation Fuel, Jet A	74,535.00	7,048.82	9.46%
748.200 - Aviation Fuel, 100 LL	83,500.00	7,455.40	8.93%
760.None - Equipment Maint Supplies, None	4,000.00	483.37	12.08%
766.None - Pilot Supplies, None	2,000.00	0.00	0.00%
801.None - Professional & Contractual, None	8,334.00	0.00	0.00%
809.None - Service Contract, None	2,000.00	110.64	5.53%
829.080 - Insurance & Bonds, Auto	7,000.00	0.00	0.00%
829.None - Insurance & Bonds, None	14,000.00	2,782.25	19.87%
840.None - Special Assessments, None	370.00	0.00	0.00%
843.None - Advertising & Publishing, None	100.00	0.00	0.00%
846.None - Travel, None	700.00	0.00	0.00%
849.None - CC Processing Fee, None	4,550.00	346.68	7.62%
850.None - Communications, None	4,000.00	417.18	38.26%
851.None - Conferences & Seminars, None	450.00	0.00	0.00%
863.None - Computer Software, None	1,000.00	995.00	99.50%
868.None - Property Taxes, None	0.00	25.63	
900.None - Printing & Publishing, None	200.00	0.00	0.00%
901.100 - Copy Fees, Toner Program	176.00	60.53	47.87%
901.None - Copy Fees, None	60.00	5.32	8.87%
920.100 - Utilities, Gas	4,332.00	764.53	17.65%
920.300 - Utilities, Electric	15,000.00	3,122.21	20.81%
920.400 - Utilities, Water & Sewer	400.00	19.13	4.78%
925.None - Refuse, None	100.00	0.00	0.00%

930.None - Bldg Repairs & Maint, None	18,159.00	1,398.04	7.70%
931.None - Equipment Repair/Maint, None	7,200.00	31.36	0.44%
936.None - Grounds, None	4,500.00	0.00	0.00%
940.200 - Rent, Equipment	1,500.00	40.00	2.67%
940.230 - Rent, Flight Simulator	1,500.00	0.00	0.00%
955.None - Miscellaneous, None	800.00	15.99	2.00%
968.None - Depreciation and Depletion, None	250,000.00	0.00	0.00%
975.None - Building Improvements, None	13,000.00	65,798.00	506.14%
977.None - Machinery & Equipment, None	1,000.00	0.00	0.00%
981.None - Vehicles, None	2,500.00	0.00	0.00%
985.None - Computer Equipment, None	300.00	0.00	0.00%
999.100 - Transfer Out, General	882,050.00	0.00	0.00%
Expenses Total	1,553,553.00	108,462.88	7.05%
Total	1,975,056.00	157,798.70	8.05%
801 Legal: Phase 2			
Revenue			
540.None - State, None	1,282,050.00	0.00	0.00%
Revenue Total	1,282,050.00	0.00	0.00%
Expenses			
801.None - Professional & Contractual, None	100,000.00	3,100.00	3.10%
802.None - Legal Fees, None	50,000.00	(1,054.52)	(2.11%)
Expenses Total	150,000.00	2,045.48	1.36%

Benchmark 16.7%
Cash: \$(968,325.55)