

**AGENDA**  
**TWIN COUNTY AIRPORT COMMISSION**  
2801 N. 22ND STREET  
MENOMINEE, MI 49858  
906-863-8408  
**REGULAR SESSION MEETING**  
**May 20, 2014, 5:00 pm**  
**TWIN COUNTY AIRPORT CONFERENCE ROOM**

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Approve/amend agenda
5. Approve/amend minutes of the April 15, 2014 Regular Session meeting
6. Public comment – speakers will be limited to 5 minutes on agenda items only
7. Audit Report/Review: Mr. Pascoe from Anderson & Tackman
8. Discuss/Consider amending Discharge Procedures as currently described in the Twin County Work Rules/Policies, action if any.
9. Report from Personnel Committee on annual appraisal of Airport Manager, information only.
10. Report from Airport Manager on annual appraisal of Maintenance-Lineman, information only.
11. Discuss/Consider follow-up report from Executive/Finance Committee on questions raised for hiring part time 20-hour per week Maintenance-Lineman, action if any.
  - A. Affect on Municipal Employee Retirement System (MERS) contributions.
  - B. Recommendation for hourly wage.
  - C. Job posting recommendation.
  - D. Interview process/guidelines.
  - E. Tentative offer procedures.
12. Follow up on potential funding assistance from Wisconsin Department of Transportation - Bureau of Aeronautics, information only.
13. Executive/Finance Committee report:
  - A. Discuss/Consider Profit & Loss for April 2014, action if any
  - B. Discuss/Consider Reconciliation Summaries for April 2014, action if any
  - C. Discuss/Consider Vendor Balance for April 2014, action if any
  - D. Discuss/Consider Customer Balance for April 2014, action if any
  - E. Discuss/Consider Check Detail (#12990 thru #13013) and in the amount of \$27,882.52 for April 2014, action if any
  - F. Discuss/Consider Fuel Sales Report for April 2014, action if any
  - G. Discuss/Consider airport traffic for April 2014, action if any
14. Communications/correspondence
15. Dialog between Airport Manager and the TCAC
16. Dialog between airport users and the TCAC
17. Public comment – speakers will be limited to 5 minutes
18. Future agenda items
19. Schedule next meeting
20. Adjourn

Note: Quorums may be present.

Note: Agenda items may not be considered and acted upon in the order listed.

cc: Mary Johns	Charlie Meintz	Menominee County Admin.
Nick Lakari	Chris Plutchak	Marinette County Clerk
Jason Lauzer	Ted Sauve	

If you are an individual who needs a special accommodation while attending the meeting as required by the “Americans with Disabilities Act,” please notify the Twin County Airport Manager’s office (906-863-8408) at least 24 hours prior to the meeting in order to make suitable arrangements (TDD 800-649-3777).

# MINUTES

## **TWIN COUNTY AIRPORT COMMISSION**

2801 N. 22ND STREET  
MENOMINEE, MI 49858

906-863-8408

April 15, 2014

REGULAR SESSION MEETING

TWIN COUNTY AIRPORT CONFERENCE ROOM

**Members Present:** Jason Lauzer, Mary Johns, Charlie Meintz, Nick Lakari, Chris Plutchak, Ted Sauve

**Not Present:** Jason Lauzer

**Also Present:** Penny Mullins, Eagle Herald; Tony Krysiak, Airport Manager; Jeff LaFleur; and Larry Barker

1. Call to order at 5:00 pm by Vice Chair Nick Lakari
2. Pledge of Allegiance recited
3. Roll call taken by Vice Chair Nick Lakari
4. Approve/amend agenda

**MOTION** (Johns/Sauve) to approve agenda as presented. Motion carried. No negative vote.

5. Approve/amend minutes of the March 18, 2014 Regular Session meeting  
Item #8 should read: Voting Yes -5

**MOTION** (Johns/Plutchak) to approve the minutes as corrected. Motion carried. No negative vote.

6. Public comment – speakers will be limited to 5 minutes on agenda items only  
None.

7. Discuss/Consider revised Security Plan as recommended by Building and Grounds Committee,  
action if any.

Ted Sauve expressed confidence on behalf of Mary Johns and himself in Mr. Kryziak's handling of the card requests and noting that the past commission members and pilots that did not rent hangers or own airport planes were not given access cards. Jason Lauzer's own investigations of this matter indicated that the only people refused cards were not defined as users of this airport.

Discussion involving Page 9, GATES AND ACCESS CONTROL, paragraph one, two sentences in red (second and third sentences of this paragraph).

**MOTION** (Johns/Sauve) to amend these two sentences to include the phrase "...access to an aircraft "at Twin County Airport". Motion carried. No negative vote.

**MOTION** (Sauve/Johns) to add the wording to the security plan as read, deleting the apostrophe in “credential’s”. Motion carried. No negative vote.

8. Discuss/Consider Avis letter, action if any.

Nick Lakari read the letter from Avis dated March 27, 2014 addressed to Mr. Jason Lauzer. Letter accepted and placed on file. No action.

9. Discuss/Consider establishing date/time for an Enstrom facility tour, action if any.

Nick indicated that a public notice should be provided regarding the tour beginning at 4:00 pm on May 20, 2014. The regular meeting will begin at 5:00 pm.

**MOTION** (Johns/Plutchak) that the commission will visit Enstrom at 4:00 pm on May 20 and notice it in such a way that it is evident that a quorum of commission members may be present.

10. Discuss/Consider Financial Audit Report, action if any.

Discussion only. No action taken. Future agenda item.

11. Discuss/Consider User Study for Runway Justification, action if any.

**Charlie Meintz arrived at 5:28 pm.**

**MOTION** (Meintz/Johns) to approve sending in the cover letter and the documentation as presented in support of keeping the runway original. Motion carried. No negative vote.

12. Report on two Executive/Finance committee meeting topics. Information, only.

Nick Lakari reported on a follow up of getting funding from WIDOT/Bureau of Aeronautics.

The Airport Capital Improvement Fund Resolution, adopted on July 11, 2007, was reviewed.

13. Discuss/Consider recommendation from Executive/Finance Committee to begin the hiring process for a part time, 20-hour Maintenance – Lineman, action, if any.

**MOTION** (Meintz/Johns) to table this until the next meeting when we will have all of the information to act on it. Motion carried. No negative vote.

**MOTION** (Meintz/Johns) to amend the previous motion to read as “postpone” rather than “table”. Motion carried. No negative vote.

14. Executive/Finance Committee report:

A. Discuss/Consider Profit & Loss for March 2014, action if any

B. Discuss/Consider Reconciliation Summaries for March 2014, action if any

C. Discuss/Consider Vendor Balance for March 2014, action if any

D. Discuss/Consider Customer Balance for March 2014, action if any

E. Discuss/Consider Check Detail (#12970 to #12989) and in the amount of \$17,925.05 for March 2014, action if any

F. Discuss/Consider Fuel Sales Report for March 2014, action if any

G. Discuss/Consider airport traffic for March 2014, action if any

**MOTION** (Sauve/Meintz) to approve check #12970 to #12989 in the amount of \$17,925.05 and items A through G as presented in the March financial report. Motion carried. No negative vote.

15. Communications/correspondence

Tony relayed a request from Menominee County Administrator asking if we would be requesting an appropriation for next year. Tony has responded by saying Yes, but we do not know how much we will be requesting at this time.

16. Dialog between Airport Manager and the TCAC

Tony discussed wage issue.

17. Dialog between airport users and the TCAC

None.

18. Public comment – speakers will be limited to 5 minutes

Penny Mullins, Eagle Herald, addressed the issue of touring a non-public place and recommended discussing the item with legal advisors from Marinette County and Menominee County.

Ted Sauve discussed moving the fence to the south for the helicopter display.

19. Future agenda items

Audit

Bureau of Aeronautics report

Part time Maintenance Lineman recommendation

Cost of relocating fence for the helicopter display area

20. Schedule next meeting

May 20, 2014 at 5:00

21. Adjourn

**MOTION** (Meintz/Johns) to adjourn at 6:28 pm.

Respectfully Submitted:

Jennifer Seguin

Marinette County Administrative Secretary

Date approved:

11:52 AM

05/01/14

**Twin County Airport**  
**Reconciliation Summary**  
Checking Account, Period Ending 04/30/2014

	<u>Apr 30, 14</u>
<b>Beginning Balance</b>	82,473.41
<b>Cleared Transactions</b>	
Checks and Payments - 16 items	-18,573.74
Deposits and Credits - 24 items	11,614.94
<b>Total Cleared Transactions</b>	<u>-6,958.80</u>
<b>Cleared Balance</b>	<u><u>75,514.61</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 8 items	-9,308.78
<b>Total Uncleared Transactions</b>	<u>-9,308.78</u>
<b>Register Balance as of 04/30/2014</b>	<u><u>66,205.83</u></u>
<b>New Transactions</b>	
Checks and Payments - 1 item	-3,464.51
<b>Total New Transactions</b>	<u>-3,464.51</u>
<b>Ending Balance</b>	<u><u>62,741.32</u></u>

11:46 AM

05/01/14

**Twin County Airport  
Reconciliation Summary  
Capital Projects Account, Period Ending 04/30/2014**

	<u>Apr 30, 14</u>
Beginning Balance	22,954.23
Cleared Balance	22,954.23
Register Balance as of 04/30/2014	22,954.23
Ending Balance	22,954.23

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05/01/14

**Twin County Airport**  
**Customer Balance Summary**  
As of April 30, 2014

	<u>Apr 30, 14</u>
Administrator Marinette County	13,125.00
Freight Runners	875.00
Menominee County Treasurer	13,125.00
Tyco Fire Suppression	3,960.00
<b>TOTAL</b>	<b><u>31,085.00</u></b>

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05/01/14

**Twin County Airport  
Vendor Balance Summary  
As of April 30, 2014**

	<u>Apr 30, 14</u>
ARAMARK	249.92
Automotive Supply Company	247.59
Menominee Industrial Supply	62.75
Walter Bros, True Value	12.99
WI Public Svc Corp	3,464.51
<b>TOTAL</b>	<b><u>4,037.76</u></b>

**Twin County Airport**  
**Check Detail**  
April 2014

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		04/30/2014	Stephenson Nat'l Bank	Checking Account		-29.00
				Svc Chg	-29.00	29.00
					-29.00	29.00
Bill Pmt -Check	12990	04/01/2014	Genesis Lamp Corporation	Checking Account		-129.09
Bill	I#50018	03/13/2014		Airfield Maintenance & Repair	-129.09	129.09
					-129.09	129.09
Bill Pmt -Check	12991	04/01/2014	MasterCard	Checking Account		-308.98
Bill	a#9000 03/12/14	03/12/2014		Mastercard	-308.98	308.98
					-308.98	308.98
Bill Pmt -Check	12992	04/01/2014	Miller's Office Supply	Checking Account		-84.30
Bill	I#100312-001	03/18/2014		Supplies	-84.30	84.30
					-84.30	84.30
Bill Pmt -Check	12993	04/01/2014	State of Michigan-Sales Tax	Checking Account		-410.54
Bill	tr-9921754 March 201	03/31/2014		Credit Card Charges	-410.54	410.54
					-410.54	410.54
Bill Pmt -Check	12994	04/01/2014	Treasurer, Menominee County	Checking Account		-2,687.89
Bill	PP 3/2-3/15	03/18/2014		Salary/Wages	-2,687.89	2,687.89
					-2,687.89	2,687.89
Bill Pmt -Check	12995	04/01/2014	Waste Management of Wisconsin	Checking Account		-92.15
Bill	I#1458689-1856-9	04/01/2014		Sanitary Sup	-92.15	92.15
					-92.15	92.15
Bill Pmt -Check	12996	04/01/2014	WI Public Svc Corp	Checking Account		0.00
					0.00	0.00
Bill Pmt -Check	12997	04/10/2014	ARAMARK	Checking Account		-411.42
Bill	A#792050378	04/01/2014		Employee Uniforms	-61.61	61.61
				Employee Uniforms	-61.61	61.61
				Employee Uniforms	-61.61	61.61
				Employee Uniforms	-64.48	64.48
				Employee Uniforms	-162.11	162.11
					-411.42	411.42

**Twin County Airport**  
**Check Detail**  
April 2014

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>12998</b>	<b>04/10/2014</b>	<b>Automotive Supply Company</b>	<b>Checking Account</b>		<b>-18.15</b>
Bill	84200 Mar 2014	04/01/2014		Equip Maint & Repair - Other	-2.99	2.99
				Equip Maint & Repair - Other	-15.16	15.16
					<u>-18.15</u>	<u>18.15</u>
<b>Bill Pmt -Check</b>	<b>12999</b>	<b>04/10/2014</b>	<b>City of Menominee</b>	<b>Checking Account</b>		<b>-198.61</b>
Bill	01/01/14-3/31/14	04/04/2014		Water/Waste Water	-82.37	82.37
				Water/Waste Water	-67.93	67.93
				Water/Waste Water	-46.23	46.23
				Water/Waste Water	-2.08	2.08
					<u>-198.61</u>	<u>198.61</u>
<b>Bill Pmt -Check</b>	<b>13000</b>	<b>04/10/2014</b>	<b>EXPLORER SOLUTIONS</b>	<b>Checking Account</b>		<b>-9,900.00</b>
Bill	I# US140305	03/24/2014		Study Fees	-9,900.00	9,900.00
					<u>-9,900.00</u>	<u>9,900.00</u>
<b>Bill Pmt -Check</b>	<b>13001</b>	<b>04/10/2014</b>	<b>Norway Springs, Inc</b>	<b>Checking Account</b>		<b>-9.49</b>
Bill	i#332350	04/01/2014		Supplies	-9.49	9.49
					<u>-9.49</u>	<u>9.49</u>
<b>Bill Pmt -Check</b>	<b>13002</b>	<b>04/10/2014</b>	<b>POWERPLAN</b>	<b>Checking Account</b>		<b>-162.15</b>
Bill		04/04/2014		Equip Maint & Repair - Other	-162.15	162.15
					<u>-162.15</u>	<u>162.15</u>
<b>Bill Pmt -Check</b>	<b>13003</b>	<b>04/10/2014</b>	<b>Time Warner Cable</b>	<b>Checking Account</b>		<b>-278.48</b>
Bill	621199203 4/2-5/1	04/01/2014		Phone/Cable/Internet	-278.48	278.48
					<u>-278.48</u>	<u>278.48</u>
<b>Bill Pmt -Check</b>	<b>13004</b>	<b>04/10/2014</b>	<b>Treasurer, Menominee County</b>	<b>Checking Account</b>		<b>-3,820.71</b>
Bill	PP 3/15-3/29	04/04/2014		Salary/Wages	-3,820.71	3,820.71
					<u>-3,820.71</u>	<u>3,820.71</u>
<b>Bill Pmt -Check</b>	<b>13005</b>	<b>04/10/2014</b>	<b>Walter Bros, True Value</b>	<b>Checking Account</b>		<b>-32.78</b>
Bill	a#20106 3/1-3/31	04/04/2014		Airfield Maintenance & Repair	-27.99	27.99
				SRE Building Maintenance	-4.79	4.79
					<u>-32.78</u>	<u>32.78</u>
<b>Bill Pmt -Check</b>	<b>13006</b>	<b>04/29/2014</b>	<b>Norway Springs, Inc</b>	<b>Checking Account</b>		<b>-13.90</b>
Bill	i#333925	04/23/2014		Supplies	-13.90	13.90
					<u>-13.90</u>	<u>13.90</u>

**Twin County Airport**  
**Check Detail**  
April 2014

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	13007	04/29/2014	Treasurer, Menominee County	Checking Account		-5,222.88
Bill	pp 03/30-04/12/2014	04/29/2014		Salary/Wages	-2,632.97	2,632.97
Bill	ppd 04/13-04/26/14	04/29/2014		Salary/Wages	-2,589.91	2,589.91
					<u>-5,222.88</u>	<u>5,222.88</u>
<b>Bill Pmt -Check</b>	<b>13008</b>	<b>04/29/2014</b>	<b>PER MAR SECURITY SERVICES</b>	<b>Checking Account</b>		<b>-115.35</b>
Bill	i#1147530	04/07/2014		Airfield Maintenance & Repair	-115.35	115.35
					<u>-115.35</u>	<u>115.35</u>
<b>Bill Pmt -Check</b>	<b>13009</b>	<b>04/29/2014</b>	<b>Miller's Office Supply</b>	<b>Checking Account</b>		<b>-13.29</b>
Bill	I#100670-001	04/04/2014		Supplies	-13.29	13.29
					<u>-13.29</u>	<u>13.29</u>
<b>Bill Pmt -Check</b>	<b>13010</b>	<b>04/29/2014</b>	<b>MasterCard</b>	<b>Checking Account</b>		<b>-238.77</b>
Bill	a#9000	04/11/2014		Mastercard	-238.77	238.77
					<u>-238.77</u>	<u>238.77</u>
<b>Bill Pmt -Check</b>	<b>13011</b>	<b>04/29/2014</b>	<b>Lindstrom, Dave 1</b>	<b>Checking Account</b>		<b>-50.00</b>
Bill	refund remote deposi	04/29/2014		Fees	-50.00	50.00
					<u>-50.00</u>	<u>50.00</u>
<b>Bill Pmt -Check</b>	<b>13012</b>	<b>04/29/2014</b>	<b>Cellcom</b>	<b>Checking Account</b>		<b>-54.59</b>
Bill	838540	04/05/2014		Phone/Cable/Internet	-54.59	54.59
					<u>-54.59</u>	<u>54.59</u>
<b>Bill Pmt -Check</b>	<b>13013</b>	<b>04/29/2014</b>	<b>Anderson, Tackman &amp; Co PLC</b>	<b>Checking Account</b>		<b>-3,600.00</b>
Bill	I#57926	04/01/2014		Annual Audit	-3,600.00	3,600.00
					<u>-3,600.00</u>	<u>3,600.00</u>
<b>GRAND TOTAL:</b>						<b>27,882.52</b>

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05/01/14

Accrual Basis

## Twin County Airport Fuel Sales Report April 2014

	<u>Apr 14</u>	<u>Oct '13 - Apr 14</u>
Ordinary Income/Expense		
Income		
Fuel Sales		
Business Charge Accounts	7,905.65	36,925.68
Credit Card Charges	3,782.88	64,299.13
Total Fuel Sales	<u>11,688.53</u>	<u>101,224.81</u>
Total Income	11,688.53	101,224.81
Cost of Goods Sold		
Aviation Fuel Purchases		
Fuel Purchase	0.00	95,219.00
Total Aviation Fuel Purchases	<u>0.00</u>	<u>95,219.00</u>
Total COGS	<u>0.00</u>	<u>95,219.00</u>
Gross Profit	<u>11,688.53</u>	<u>6,005.81</u>
Net Ordinary Income	<u>11,688.53</u>	<u>6,005.81</u>
Net Income	<u><u>11,688.53</u></u>	<u><u>6,005.81</u></u>

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05/01/14

Accrual Basis

## Twin County Airport Profit & Loss Budget Performance

April 2014

	Apr 14	Budget	Oct '13 - Apr 14	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Commission</b>					
Avis	305.83	327.25	1,496.70	2,290.75	3,927.00
Ground School	0.00		300.00		
Interest Income	19.44	25.00	205.52	175.00	300.00
Soda Machine	0.00	31.25	82.00	93.75	125.00
Terminal Sign Display	0.00		0.00		850.00
Commission - Other	0.00		40.00		
<b>Total Commission</b>	325.27	383.50	2,124.22	2,559.50	5,202.00
<b>Fees</b>					
After Hours	0.00	166.67	625.00	1,166.65	2,000.00
Handling	0.00		30.00		
Landing Fees	860.00	625.00	5,785.00	4,375.00	7,500.00
Parking Fees	0.00	12.50	0.00	87.50	150.00
Rent/Lease/Hanger	1,997.42	2,845.83	27,526.50	19,920.85	34,150.00
Fees - Other	162.00	83.33	-18.00	583.35	1,000.00
<b>Total Fees</b>	3,019.42	3,733.33	33,948.50	26,133.35	44,800.00
<b>Fuel Sales</b>					
Business Charge Accounts	7,905.65	4,316.00	36,925.68	30,212.00	51,792.00
Credit Card Charges	3,782.88	14,650.75	64,299.13	102,555.25	175,809.00
<b>Total Fuel Sales</b>	11,688.53	18,966.75	101,224.81	132,767.25	227,601.00
Reimbursement -Supplies	0.00	10.00	30.00	70.00	120.00
<b>Total Income</b>	15,033.22	23,093.58	137,327.53	161,530.10	277,723.00
<b>Cost of Goods Sold</b>					
<b>Aviation Fuel Purchases</b>					
Equipment Fuel Purchase	0.00	54.17	0.00	379.15	650.00
Fuel Purchase	0.00	14,166.67	95,219.00	99,166.65	170,000.00
<b>Total Aviation Fuel Purchases</b>	0.00	14,220.84	95,219.00	99,545.80	170,650.00
<b>Total COGS</b>	0.00	14,220.84	95,219.00	99,545.80	170,650.00
<b>Gross Profit</b>	15,033.22	8,872.74	42,108.53	61,984.30	107,073.00
<b>Expense</b>					
Aviation Oil Purchase	0.00	25.00	0.00	175.00	300.00
<b>Buildings &amp; Grounds</b>					
<b>Airfield Maintenance &amp; Repair</b>					
Bulbs/signs/flags	0.00	41.67	32.40	291.65	500.00
Clearing	0.00		0.00	200.00	200.00
Fuel Farm	0.00		831.16		
Airfield Maintenance & Repair - Other	143.34		6,431.30		
<b>Total Airfield Maintenance &amp; Repair</b>	143.34	41.67	7,294.86	491.65	700.00
<b>Building Maintenance &amp; Repair</b>					
Fire Suppression	0.00		0.00	500.00	500.00
Repairs	0.00	191.67	110.00	1,341.65	2,300.00
Sanitary Sup	92.15	66.67	633.08	466.65	800.00
Building Maintenance & Repair - Other	0.00		213.37		
<b>Total Building Maintenance &amp; Repair</b>	92.15	258.34	956.45	2,308.30	3,600.00

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05/01/14

Accrual Basis

## Twin County Airport Profit & Loss Budget Performance April 2014

	Apr 14	Budget	Oct '13 - Apr 14	YTD Budget	Annual Budget
<b>Equipment Maintenance &amp; Repair</b>					
Equip Maint & Repair - Other	427.89	83.33	1,278.77	583.35	1,000.00
Fuel/Oil	154.96	291.67	6,900.95	2,041.65	3,500.00
Parts	0.00	41.67	152.77	291.65	500.00
Repairs	0.00	208.33	0.00	1,458.35	2,500.00
Tires/Tubes	62.75		62.75		
Tools	0.00		7.49	100.00	100.00
Equipment Maintenance & Repair - Other	0.00		1,408.07		
<b>Total Equipment Maintenance &amp; Repair</b>	645.60	625.00	9,810.80	4,475.00	7,600.00
Forklift	0.00	29.17	0.00	204.15	350.00
Soda Machine					
Soda	0.00		0.00	100.00	100.00
<b>Total Soda Machine</b>	0.00		0.00	100.00	100.00
Svc Vehicle	0.00		15.00		
<b>Total Buildings &amp; Grounds</b>	881.09	954.18	18,077.11	7,579.10	12,350.00
<b>Capital Outlay Expense</b>					
Fence Phase III & Taxi Rehab	0.00		0.00	23,250.00	23,250.00
Fuel Farm	0.00		309.00		
<b>Total Capital Outlay Expense</b>	0.00		309.00	23,250.00	23,250.00
Depreciation Expense	17,074.29		123,085.58		
Hanger Maintenance	0.00		366.93		
<b>Insurance</b>					
Coml Vehicle	0.00		1,956.01	1,700.00	1,700.00
Employee Health	0.00		9,444.76	13,404.00	13,404.00
General Liability	0.00		8,450.00	10,700.00	10,700.00
Property	0.00		12,333.87	6,500.00	6,500.00
Tank Polution Liability	0.00		0.00	1,500.00	1,500.00
Wkrs Comp	0.00		4,287.00	3,700.00	3,700.00
<b>Total Insurance</b>	0.00		36,471.64	37,504.00	37,504.00
<b>Lic/Permits</b>					
Storm Water Permit	0.00		290.00	260.00	260.00
Undrgrnd Tnk Permit	0.00		300.00	300.00	300.00
<b>Total Lic/Permits</b>	0.00		590.00	560.00	560.00
<b>Loan Expense</b>					
Interest Expense	0.00		4.17	1,710.00	1,710.00
Principle Expense	0.00		0.00	4,870.00	4,870.00
<b>Total Loan Expense</b>	0.00		4.17	6,580.00	6,580.00
<b>Marketing</b>					
Ad for Bids	0.00	66.67	485.10	466.65	800.00
Advertising	77.00	50.00	236.06	350.00	600.00
Employee Uniforms	661.34	166.67	2,022.35	1,166.65	2,000.00
MAAE Membership	0.00		70.00		
Meteorogix WX	0.00		0.00	265.00	265.00
<b>Total Marketing</b>	738.34	283.34	2,813.51	2,248.30	3,665.00
<b>Meetings/Conferences</b>					
Lodging	0.00		301.49	500.00	500.00
Meals	0.00		0.00	200.00	200.00

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Accrual Basis

## Twin County Airport Profit & Loss Budget Performance April 2014

	Apr 14	Budget	Oct '13 - Apr 14	YTD Budget	Annual Budget
Registration	0.00		150.00		
Travel	0.00		634.03	800.00	800.00
<b>Total Meetings/Conferences</b>	<b>0.00</b>		<b>1,085.52</b>	<b>1,500.00</b>	<b>1,500.00</b>
<b>Office Expense</b>					
Equip	0.00		72.00	100.00	100.00
Postage	11.34	41.67	328.67	291.65	500.00
Supplies	36.68	50.00	1,440.25	350.00	600.00
<b>Total Office Expense</b>	<b>48.02</b>	<b>91.67</b>	<b>1,840.92</b>	<b>741.65</b>	<b>1,200.00</b>
Processing Fee	153.28		1,927.91		
Prof Svc					
Annual Audit	3,600.00		3,600.00	3,500.00	3,500.00
Study Fees	0.00		19,800.00	49,500.00	49,500.00
Svc Chg	29.00		49.00		
<b>Total Prof Svc</b>	<b>3,629.00</b>		<b>23,449.00</b>	<b>53,000.00</b>	<b>53,000.00</b>
Reconciliation Discrepancies	0.00		0.00		
Salary/Wages	9,043.59	6,086.25	44,356.23	42,603.75	73,035.00
SRE Building Maintenance	4.79		149.61		
Terminal Building Maintenance	12.99		142.97		
Utilities					
Gas/Elect	3,464.51	1,440.25	13,042.63	10,081.75	17,283.00
Phone/Cable/Internet	333.07	358.00	2,326.98	2,506.00	4,296.00
Water/Waste Water	198.61	66.67	591.49	466.65	800.00
<b>Total Utilities</b>	<b>3,996.19</b>	<b>1,864.92</b>	<b>15,961.10</b>	<b>13,054.40</b>	<b>22,379.00</b>
<b>Total Expense</b>	<b>35,581.58</b>	<b>9,305.36</b>	<b>270,631.20</b>	<b>188,796.20</b>	<b>235,323.00</b>
<b>Net Ordinary Income</b>	<b>-20,548.36</b>	<b>-432.62</b>	<b>-228,522.67</b>	<b>-126,811.90</b>	<b>-128,250.00</b>
<b>Other Income/Expense</b>					
Other Income					
Applied from Fund Balance	0.00	1,937.50	0.00	13,562.50	23,250.00
Appropriation					
Annual	26,250.00	26,250.00	65,625.00	65,625.00	105,000.00
<b>Total Appropriation</b>	<b>26,250.00</b>	<b>26,250.00</b>	<b>65,625.00</b>	<b>65,625.00</b>	<b>105,000.00</b>
<b>Total Other Income</b>	<b>26,250.00</b>	<b>28,187.50</b>	<b>65,625.00</b>	<b>79,187.50</b>	<b>128,250.00</b>
<b>Net Other Income</b>	<b>26,250.00</b>	<b>28,187.50</b>	<b>65,625.00</b>	<b>79,187.50</b>	<b>128,250.00</b>
<b>Net Income</b>	<b>5,701.64</b>	<b>27,754.88</b>	<b>-162,897.67</b>	<b>-47,624.40</b>	<b>0.00</b>

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Accrual Basis

**Twin County Airport  
Mastercard  
March 2014**

Type	Date	Num	Name	Memo	Split	Debit	Credit	Amount
<b>Mastercard</b>								
Credit Card Charge	03/10/2014	4156	Angeli's Foods	Coffee, filters, cups	Supplies		27.77	27.77
Credit Card Charge	02/27/2014	i#7052	Holiday Stationstore	Vehicle fuel - Yellow Truck	Fuel/Oil	55.65		55.65
Credit Card Charge	03/10/2014	92452020	Holiday Stationstore	Vehicle fuel - Yellow Truck	Fuel/Oil	107.66		107.66
Credit Card Charge	02/10/2014		Menominee MPO	Postage	Postage	1.61		1.61
Credit Card Charge	02/20/2014	3454	Menominee MPO	Postage	Postage	1.40		1.40
Credit Card Charge	02/12/2014	I#80498	Service Components Inc.	i#80498 8PIN-12G Plug Conn	Equipment Mai...	67.45		67.45
Credit Card Charge	02/21/2014	i#79308	Tractor Supply Co	fuel filters	-SPLIT-	47.44		47.44
Total Mastercard						0.00	308.98	308.98
<b>TOTAL</b>						<b>0.00</b>	<b>308.98</b>	<b>308.98</b>