

MINUTES

**KALAMAZOO COUNTY AERONAUTICS
BOARD OF TRUSTEES
REGULAR MEETING**

**APRIL 16, 2009
10:30 am**

ITEM 1. Call to Order: Chairperson Gil Collver called the meeting to order at 10:40 a.m.

ITEM 2. Roll Call: Members in attendance – Gil Collver, Dan Hope, John Jones, Greg Kurdys, Dave Tomko and Jim Woodruff.

Also Present: County Liaisons Deb Buchholtz-Hiemstra and Nasim Ansari.

Staff Present: Clifton Moshoginis, Ron Shutler, Linda Bunting, Jay Waalkes, Thom Canny and Lisa Bradshaw.

ITEM 3. Approval of the March 12, 2009 Board Minutes: There being no changes made to the minutes, on a motion made by Mr. Tomko, seconded by Mr. Jones, the minutes were approved.

ITEM 4. Citizen Comments: Dianne Bishop, manager of the Flight Deck Cafe expressed appreciation for Direct Air stating that it has been a great benefit to the Café in terms of gaining more business.

ITEM 5. For Consideration:

AIRPORT CONSENT AGENDA ITEMS

- A. Canteen Services, Inc. Contract Renewal
- B. Renewal of AT&T Service Agreement for T1 Lines
- C. Contract with Aviation Express for Fueling Services

On a motion made by Mr. Jones, seconded by Mr. Tomko, the Consent Agenda was approved.

AIRPORT NON-CONSENT AGENDA ITEMS

A. City of Kalamazoo Easement Recommendation to County Board – Mr. Moshoginis explained that this is a property issue easement. The airport is asking the Aeronautics Board to recommend to the County Board that they approve this easement, which is a portion of Byrd Drive, off of Portage Road where Theo's and Stacey's is located. There was a median built in front of the restaurant that prevented entrance into Theo's and Stacey's. This created access to Byrd Drive toward the airport, which is an area that the airport owns. The City did not obtain an easement from the airport and is now requesting one for access into it and an egress out of it. They are also requesting a

utilities and signage easement. In exchange for the easement, they would maintain the snow removal in that area. On a motion made by Mr. Woodruff to recommend to the Kalamazoo County Board of Commissioners approval of the requested easements, supported by Mr. Tomko, the motion was approved.

B. Reynolds, Smith & Hills (RS&H) Construction Document Phase Agreement – Mr. Moshoginis explained this is the next portion of the agreement with RS&H for the Construction Document Phase of the terminal design work. The contract is for \$1.9 million and takes the project through the complete phase of that aspect. He stated the attempt is to keep moving forward with the construction documents with regard to Stimulus II money and it is grant eligible. On a motion made by Mr. Jones, supported by Mr. Woodruff, the motion was approved. Mr. Collver commented that RS&H has done an excellent job in keeping up the pace for this project.

AERONAUTICS BOARD AGENDA ITEMS

ITEM 6. Unfinished Business: Mr. Hope inquired as to the status of the airport's air service consulting. Mr. Moshoginis stated that Mead & Hunt are under contract to provide this service and they are currently working on an updated diversion analysis. They are also getting prepared for a June conference and scheduling time with various air carriers. They have been in contact with a few verbally and are continuing dialogue with some of them. They will be scheduled to give an update at an Air Service Committee meeting in the near future.

Mr. Collver requested RS&H to give everyone an update on the progress of the terminal project. Pat Hargrove, the project manager stated that RS&H just completed the design development phase of the terminal and delivered drawings and specifications to the committee members. He said one of the first tasks for the Construction Manager (CM) will be to go out for bid on the foundations and structural steel. He stated that the Stimulus funding contains deadlines and they are working toward getting early packages out in order to meet those deadlines. He said they are on target to get the 80% package, which the CM will give back a guaranteed maximum price to the airport authority. Currently they are also working closely with the Transportation Security Administration (TSA) to meet their requirements for the screening area. He stated that they are looking at the last remaining part of the floor plan and expect to have the final choices for the finishes for the next board meeting. Joe Jackson of RS&H brought up the results of the cost estimators. Mr. Hargrove responded that they feel they are a little high based on what they see out in the industry however RS&H feels they are where they should be. Mr. Jackson added that Mr. Hargrove and his team are currently working on the 80% documents. County liaison Deb Bucholtz-Hiemstra asked if the timeline and the deadlines for the finishes may be detrimental to the cost of the finishes with respect to the time frame that the CM is coming on board with the project. Mr. Hargrove stated that the firms being interviewed for the CM at risk position have the 50% documents and whoever is chosen will get involved with the process immediately. County legal counsel Thom Canny interjected that the initial bid documents are more traditional documents and not so much for the CM. Mr. Kurdys pointed out that due to the timeline and the fact that the deadlines for Stimulus II are early for this project; it is possible that the bids may be very competitive and reasonable. Discussion followed regarding the responsibility of

the CM to provide value engineering. Mr. Tomko suggested that a brief be provided to board members who are not on the terminal committee that would provide the timeline, the sources of funding and where it is being spent on the project.

Mr. Collver stated that at the terminal committee meeting this morning the decision was made to place the concessions on the land side of the new terminal. The concessions on the air side will be dealt with contractually. Mr. Kurdys stated that they made that decision based on the size of the airport, the clientele/passengers from the area and flight delays. Mr. Moshoginis reiterated that there still will be concessions on the airside; however they may be smaller in size.

ITEM 7. New Business: No new business was presented.

ITEM 8. Airport Director's Report: Mr. Moshoginis distributed the market share report. He stated that he is anxious to see April's report as the numbers can get skewed due to spring break.

Mr. Moshoginis stated that the FAA requested he meet with them in Detroit tomorrow. He anticipates that he will find out how much funding the project will receive at this meeting.

He stated that the vacant space in the terminal has been converted into a Relaxation Station, which seems to have been well received.

Mr. Moshoginis stated that American Eagle airline has added a fifth flight to Chicago in May. Delta is adding an additional Minneapolis flight in June.

Mr. Moshoginis reminded everyone of the Rotary meeting on April 27 at the Radisson where Chair Gil Collver will be speaking.

Stimulus II dollars are taking up much of Mr. Moshoginis' time and he mentioned that he is considering hiring a recruiter for the Financial Director position at the airport to get us to the interview stage. He requested that the board give this idea some consideration and share their thoughts with him in terms of finding a solution to be able to get the process going.

Mr. Woodruff brought up the escalation in Direct Air passenger loads. Mr. Moshoginis responded that this is an ongoing fluctuating number. County liaison Nasim Ansari asked about the New Jersey flight status. Mr. Moshoginis said that the results of the survey have come in but the response was fairly low and the information has yet to be evaluated however, it will be shortly.

ITEM 9. Member's Time: Mr. Tomko asked if the lack of corporate air travel has hurt the airport. Mr. Moshoginis stated that this airport is not really impacted because there really is not much corporate aircraft here.

Mr. Jones said he has used Direct Air and it is a great service

ITEM 12. Adjournment: There being no further business presented, the meeting adjourned at 11:29 a.m.