



**MINUTES
KALAMZOO COUNTY AERONAUTICS
BOARD OF TRUSTEES
REGULAR MEETING**

AUGUST 14, 2014

ITEM 1. Call to Order: Aeronautics Board Chair Gil Collver called the meeting to order at 10:35 a.m.

ITEM 2. Roll Call: Members in attendance – Gil Collver, Bill Duggan, Greg Hamelink, Ken Hazelrigg, Greg Kurdys and Mark Weiss.

Staff Present: Dave Reid, Linda Bunting, Chris Sieklucki, Jay Waalkes and Lisa Henthorn.

Also Present: County Commissioner Mike Seals and County legal counsel Thom Canny.

ITEM 3. Approval of the July 10, 2014 Board Meeting Minutes: There being no changes or comments, the minutes were approved as published.

ITEM 4. Citizen Comments: Aeronautics Board Chair Collver went over the Citizen Comments process stating that any citizen present at the board meetings can address the board on a non-agenda item. They should address the board at the podium and state their name and their address and limit their remarks to four minutes. If someone would like to address an item that is on the consent agenda, they may request that the item be removed from the agenda. There were no citizen comments presented.

ITEM 5. For Consideration:

AIRPORT CONSENT AGENDA: None were presented.

AIRPORT NON-CONSENT AGENDA ITEMS:

A. PROPOSED 2015 BUDGET- Assistant Director of Finance and Administration Lisa Henthorn stated that details of the proposed 2015 budget had been dispersed to the Board and Airport Administration and the Budget Committee are prepared to go through the 2015 budget approval process and asked if anyone had any questions. Trustee Weiss asked about the budget outlay with regard to funding for the airport hangar that needs to be replaced or renovated. Airport Director Dave Reid stated that Administration wanted those numbers included due to having an engineering firm come in and assessing what to do with the hangar in terms of renovation or building a new building. Trustee Hamelink inquired about grant funding and Ms. Henthorn indicated that grant funding is at a level that demonstrates the airport needs to

look for additional sources of revenue. On a motion made by Trustee Duggan, supported by Trustee Weiss the proposed 2015 budget was approved.

B. TSA OTA SECURITY CHECKPOINT RENEWAL AGREEMENT – Ms. Henthorn explained that this is a request to approve the renewal agreement between the Aeronautics Board and the Department of Homeland Security Transportation Security Administration (TSA) for the use of space and the reimbursement of fixed electrical and janitorial costs at the TSA checkpoint and baggage screening areas. On a motion made by Trustee Duggan, supported by Trustee Hamelink, the motion was approved.

C. EXTENSION OF CONCESSION AGREEMENT WITH KALAMAZOO AIRCRAFT - Mr. Reid explained that this is a request to approve the 10 year extension of the original concession agreement between Kalamazoo Aircraft, Inc. and the airport. This is the first of two allowable extensions and it would maintain the current fees as detailed in the current agreement. On a motion made by Trustee Duggan, supported by Trustee Weiss, the motion was approved.

D. EXTENSION OF GROUIND TRANSPORTATION OPERATING AGREEMENT WITH LEISURE TRANSPORTATION – Mr. Reid explained that this is a request to approve a one year extension of the original ground transportation operating agreement between Leisure Transportation and the airport for the purpose of providing ground transportation and baggage delivery services. This is the first of two allowable extensions and it would maintain the current fees as detailed in the current agreement. On a motion made by Trustee Duggan, supported by Trustee Hamelink, the motion was approved.

E. AGREEMENT WITH R.W. MERCER COMPANY – Airport Assistant Director of Operations and Maintenance Chris Sieklucki explained that this is a request to approve the Class B Operator service agreement between the Aeronautics Board and R.W. Mercer to provide the airport with quarterly Class B underground storage tank inspection contract mandated by the State of Michigan. The cost of service is \$250.00 per quarter. On a motion made by Trustee Hamelink, approved by Trustee Weiss, the motion was approved.

ITEM 6. Unfinished Business: There was no unfinished business presented.

ITEM 7. New Business: There was no new business presented.

ITEM 8. Airport Director's Report: Mr. Reid thanked Ms. Henthorn and the budget committee for their work on the budget.

He thanked Trustee Kurdys for his service on the Board.

He thanked Ken Hazelrigg, the newest Board member for attending the meeting today.

He stated that the market share report for July 2014 shows that July numbers total an increase of 22% in enplanements and deplanements.

He gave an update on the old terminal stating that the committee looked at the cost to maintain the building and took into consideration the FAA restrictions. It was decided that the building will be razed. Steps will be taken to obtain bids and funds to get this accomplished.

Mr. Reid stated that the Pfizer property purchase is moving along and the closing should be tentatively late August, early September 2014.

He stated that next month he and Mr. Sielucki will be attending the MAAE annual fall conference in Mackinaw Island, Michigan.

ITEM 9. Member's Time: Trustee Hamelink asked about obtaining funding for the ramp at Duncan Aviation. Mr. Reid responded that the capital improvement funds for that are not in the 2015 budget; however there are other sources of funding that may be possibilities for that project.

Trustee Hazelrigg stated that he would be interested in getting more involved in and obtaining detailed information on ideas for other sources of revenue and increasing leisure travel.

Trustee Weiss thanked Trustee Kurdys for his work on the Board and for his help in answering many of his questions.

Trustee Duggan thanked Trustee Kurdys, mentioning their close work on the new terminal committee.

Chairman Collver thanked Trustee Kurdys and presented him with a resolution expressing the sincere appreciation of his work and service on the Board on behalf of the Aeronautics Board, the County Board of Commissioners and the Airport staff. Trustee Kurdys thanked the Board and said that it is in good hands. On a motion made by Trustee Duggan, supported by Trustee Weiss, the resolution passed.

ITEM 10. Adjournment: The meeting was adjourned at 11:15 a.m.