



**MINUTES
KALAMAZOO COUNTY AERONAUTICS
BOARD OF TRUSTEES
REGULAR MEETING
APRIL 12, 2012**

ITEM 1 Call to Order: Vice-Chairperson Woodruff called the meeting to order at 10:30 a.m.

ITEM 2 Roll Call: Members in attendance – Bill Duggan, Greg Kurdys, David Tomko, Mark Weiss and Jim Woodruff.

Staff Present: Cliff Moshoginis, Ann Simmons, Linda Bunting and Lisa Bradshaw.

Also Present: County Liaisons Nasim Ansari and Tim Rogowski.

ITEM 3 Approval of the March 8, 2012 Board Meeting Minutes: On a motion made by Mr. Tomko, seconded by Mr. Duggan, the minutes were approved.

ITEM 4 Citizen Comments: Vice-Chairperson Woodruff 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. No comments were received.

ITEM 5 For Consideration:

AIRPORT CONSENT AGENDA ITEMS

NONE

AIRPORT NON-CONSENT AGENDA ITEMS

A. COMMERCIAL AIR CARRIER’S RATES & CHARGES REVISION –
Airport Director Cliff Moshoginis gave an overview in light of the latest experience with Direct Air stating that this is a request to amend the airport 2012 Rates & Charges Resolution to make it a requirement in the airlines’ lease agreements for the airlines to provide the airport with an irrevocable letter of credit or other security acceptable to the Board in an amount equal to three (3) months estimated rents, fees and charges payable plus three (3) months estimated passenger facility charges (PFC’s). Legal Counsel reviewed this addition to the Resolution of Rates & Charges with no objections. Mr. Kurdys brought up a concern of the ramifications when it comes to recruiting airlines to provide service here, i.e. could this discourage airlines from coming here. Mr. Moshoginis stated that this could be waived if it would hold up service here. Mr. Moshoginis stated he knows that Grand Rapids’ airport does this along with a number of other airports. Mr. Moshoginis explained that this format would protect the airport in

the worst case scenario that an airline would go bankrupt. Mr. Weiss inquired as to what percentage of other airports are doing this. Ms. Simmons said she would do some more research in that regard. On a motion made by Mr. Duggan, supported by Mr. Woodruff, it was determined that this item will be placed on the May board meeting agenda after gathering more information, particularly the legalities of the agreement.

B. APPROVAL OF FEDERAL AVIATION ADMINISTRATION GRANT –

Mr. Moshoginis explained that this is a standard grant agreement for projects with the AIP type of funding received every year from the FAA. This authorization is for the airport 2012 fiscal year projects for the federal (\$1,294,322), state (\$71,907.00 and local (\$71,907.00) share to cover the Airfield Lighting & Monitoring Control System (ALMCS)/ new airport beacon and construction administration in support of this project, pavement crack sealing, pavement marking, snow removal replacement broom and the design of the runway guard lights. On a motion made by Mr. Duggan, supported by Mr. Weiss, the motion was approved.

C. APPROVAL OF MDOT CONTRACT-RESOLUTION – Mr. Moshoginis stated that

this is a contract for the projects in support of the FAA Grant Agreement for the State of Michigan's MDOT share of eligible projects listed in the FY12 FAA grant. (see above) Air Traffic Control Tower Project and Construction Administration. On a motion made by Mr. Duggan, supported by Mr. Weiss, the motion was approved.

D. APPROVAL OF A CONTRACT WITH J. RANCK ELECTRIC FOR THE

AIRPORT ALMCS AND BEACON AIP PROJECT – Mr. Moshoginis stated that this is a request for the authorization for the contract between J. Ranck Electric, Inc. and the Kalamazoo County Aeronautics Board of Trustees for the ALMCS and the new beacon. This is the lowest qualified bid received by the state and MDOT-Office of Aeronautics recommends the contract. On a motion made by Mr. Dugan, seconded by Mr. Kurdys, the motion passed.

E. APPROVAL OF THE CONTRACT WITH MEAD & HUNT FOR

CONSTRUCTION ADMINISTRATION SERVICE FOR THE ALMCS/BEACON PROJECT – Mr. Moshoginis explained that this is an AIP eligible amendment for construction administration services for the ACLMS and new beacon project. The funding sources if are from federal (\$43,885.00), state (\$2,438.00) and local (\$2,439.00) shares. On a motion made by Mr. Tomko, seconded by Mr. Kurdys, the motion was approved.

AERONAUTICS BOARD AGENDA ITEMS

A. AERONAUTICS BOARD COMMITTEE APPOINTMENT – AIR SERVICE

COMMITTEE – Vice-Chairperson Woodruff went over the list of committees and which ones need to have re-appointments. Chairperson Collver, Vice-Chair Woodruff and Mr. Duggan were appointed to the air service committee. There is still a need for the Budget/Finance committee members to be appointed and Mr. Woodruff said if anyone would like to change committees, to bring it up at the May meeting.

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. Moshoginis distributed an article on *MLive* about Direct Air suspending service in Kalamazoo and the airport seeking new carriers.

He mentioned the meeting with the Community Relations/Marketing Committee where discussion took place with regard to having a tenant appreciation event, open house and for board members' feedback. He said the airport would have to be careful not to spend too much money but if anyone has any ideas, please bring them forward.

He stated that in February the enplanements were up 18% on the market share report.

He would like to set up a time to get all board members and staff photographed, including a picture of the full board. This will be set up hopefully in June.

A draft of the Marketing/Community Relations plan was distributed to everyone and Mr. Moshoginis asked for comments and suggestions for the final draft.

ITEM 9 Member's Time: County Liaison Tim Rogowski suggested that some remarks be made by the Director at the one year mark of the new terminal.

Mr. Kurdys stated that he will not be here for the May meeting.

ITEM 10 Executive Session: Mr. Weiss made the following motion:

“I move that the aeronautics board go into executive session pursuant to Section 8 (c) of the Open Meetings Act for the purpose of discussing issues related to the purchase of real property.”

The motion was seconded by Mr. Duggan and unanimously supported. Executive Session was called to order at 11:06 a.m.

ITEM 11 Adjournment: The Executive Session ended and the meeting was adjourned at 11:34 a.m.