



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

April 25, 2013

ITEM 1 Call to Order: Aeronautics Board Vice-Chair Jim Woodruff called the meeting to order at 10:34 a.m.

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

Staff Present: Cliff Moshoginis, Lisa Henthorn, Linda Bunting, Dave Reid, Heather Nelson, Thom Canny and Lisa Bradshaw.

Also Present: County Commission Liaison David Buskirk.

ITEM 3 Approval of the March 14, 2013 Board Meeting Minutes: On a motion made by Mr. Duggan, supported by Mr. Kurdys, the minutes were approved.

ITEM 4 Citizen Comments: Aeronautics Board Trustee Bill Duggan read the Citizen's Comments as follows: 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 presented.

ITEM 5 For Consideration:

AIRPORT CONSENT AGENDA ITEMS

A. RENEWAL OF TERMINAL SPACE LEASE WITH EXECUTIVE DELIVERY –
On a motion made by Mr. Duggan, supported by Mr. Kurdys, the motion was approved.

AIRPORT NON-CONSENT AGENDA ITEMS

A. APPROVAL OF FEDERAL AVIATION ADMINISTRATION GRANT – Airport Director Cliff Moshoginis explained that this is a request for authorization to execute a FAA grant agreement for the airport's federal, state and local projects using FAA Airport Improvement Program (AIP) funds. It is a standard annual grant agreement for projects with the AIP type of funding. He stated that he typically requests approval for these in advance due to the quick turn-around time for these grants. On a motion made by Mr. Duggan, supported by Mr. Kurdys, the motion was approved.

B. APPROVAL OF MDOT CONTRACT FOR FY 13 FAA PROJECTS – Mr. Moshoginis explained that this is a request for the authorization to execute the State of Michigan – Department of Transportation (MDOT) contract for the airport’s federal, state and local projects using Federal Aviation Administration (FAA) Airport Improvement Program (AIP) funds. It is a standard contract for projects with AIP funding. This allows for the state portion and authorizes the state to distribute payments. On a motion made by Mr. Duggan, supported by Vice-Chair Woodruff, the motion was approved.

AERONAUTICS BOARD AGENDA ITEMS

A. AIRPORT DIRECTOR’S CONTRACT – Vice-Chair Jim Woodruff explained that the contract was submitted to the compensation/evaluation committee and was authorized. The purpose of the motion today is to get approval from the full Aeronautics Board. On a motion made by Mr. Jones, supported by Mr. Kurdys, the motion was approved. Vice-Chair Woodruff went on to mention a letter that Mr. Moshoginis recently received from The Honorable Fred Upton recognizing him as Airport Director of the year in 2011 and commending him and his staff for being recognized with this “well deserved achievement.” Congratulations followed from the Board.

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 stated that the market share report will soon be distributed for March. He said unaudited enplanements are down 17% for March. In a three month period they are down 21% compared to the same time last year. He added that this does not tell the success of the air carriers in the airport’s market. He said stabilization should be seen in the coming months.

He distributed an article to the Board regarding airports’ economic activity and vitality being of much importance to communities.

He stated that after a long process, the final version of the Airport Layout Plan/Master Plan has been approved by the FAA and hard copies will be coming out soon. If anyone is interested in a hard copy, please let Airport Administration know or they can be sent electronically as well as pulling it off of our website as soon as we can get our megabytes increased on the web, which should be happening shortly.

ITEM 9. Member’s Time: No topics were presented.

ITEM 10. Executive Session: At 10:43, Mr. Duggan made a motion for the Board to go into a closed session by stating: “I move that the Aeronautics Board of Trustees go into a closed session pursuant to Section 8 (e) of the Open Meetings Act MCL 15.268(e) for the purpose of consulting with its attorney regarding trial or settlement strategy.” Supported by Mr. Jones, the motion was approved.

Adjournment: The regular meeting adjourned at 10:54 a.m.