

## MINUTES KALAMZOO COUNTY AERONAUTICS BOARD OF TRUSTEES REGULAR MEETING

## **JANUARY 9, 2014**

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

ITEM 2. <u>Roll Call</u>: Members in attendance – Gil Collver, Bill Duggan, Greg Hamelink, John Jones, II, Greg Kurdys, Mark Weiss and Jim Woodruff.

Staff Present: Dave Reid, Linda Bunting, Lisa Henthorn and Heather

Nelson.

Also Present: County Liaison Dave Buskirk.

ITEM 3. <u>Approval of the December 12, 2013 Board Meeting Minutes</u>: On a motion made by Mr. Jones, supported by Mr. Kurdys, the minutes were approved.

- ITEM 4. <u>Citizen Comments</u>: 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. No comments were presented.
- ITEM 5. Monthly Financial Report Assistant Finance Director Lisa Henthorn distributed a statement of revenues and expenses and gave an overview and update on the airport's financial status, reflecting figures through November 30, 2013. She distributed current enplanement statistics showing enplanements are at 4.76%. She stated that currently the airport is at 80.4% in total operating revenues; at 92.1% for total operating expenses (before depreciation and special projects) and that the year-to-date target is 91.7%. She stated that she anticipates the December and year-end 2013 figures to be available in early spring.

ITEM 6. For Consideration:

<u>AIRPORT CONSENT AGENDA ITEMS</u> – None were presented.

<u>AIRPORT NON-CONSENT AGENDA ITEMS</u> – None were presented.

**AERONAUTICS BOARD AGENDA ITEMS** – None were presented.

ITEM 7. <u>Unfinished Business</u> - The question of why flights were effected during the poor weather came up and Interim Airport Director Dave Reid stated that it was a combination of the cross winds at the airport and the connecting hubs that the airport's flights go through.

Mr. Weiss inquired as to the opening of the new Air Traffic Control tower. Mr. Reid stated that it is still slated for March of 2014.

The Airport's Standard Parking Plus parking lot manager Kristin Statler stated that there have not been many comments or inquiries as to the elimination of the half hour free parking. Chair Collver suggested that Airport Administration be kept up to date as to the public's reaction to the free parking.

Chair Collver gave an update as to the status of the applicants to the Airport Director position, stating that there were around 30 applicants, the committee has worked with HR, seven have been interviewed, a combination of phone and face-to-face interviews were conducted and the committee is in the process of narrowing it down to bring two to the Board for final interviews.

ITEM 8. New Business - There was no new business presented.

ITEM 9. <u>Airport Director's Report</u> – Interim Airport Director Dave Reid stated that the market share for November showed enplanements are up 13% from last year at that time.

He stated that Mead & Hunt will be the engineering firm handling the airport's upcoming projects. The next step is to execute the contract and that will hopefully be next month.

He thanked the operations and maintenance staff for their work on the field during the inclement weather.

ITEM 10. <u>Member's Time</u> – Mr. Hamelink mentioned that the Duncan renovation creates a whole new look and the building looks very nice.

ITEM 12. Adjournment - The meeting adjourned at 10:55 a.m.