



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

OCTOBER 9, 2014

ITEM 1. Call to Order: Aeronautics Board Chair Gil Collver called the meeting to order at 10:34 a.m.

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

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

Also Present: County Commissioner/Airport Liaison Mike Seals, County legal counsel Thom Canny and County Deputy Finance Director Lisa Bradshaw.

ITEM 3. Approval of the September 11, 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. Anyone who would like to address the board on a non-consent agenda item 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. Financial Report – Assistant Finance Director Lisa Henthorn provided a statement of revenues and expenses reflecting the financial picture of the airport for the first eight months of 2014. She stated that the year-to-date target through August 31, 2014 is at 66.67%. Cumulatively year-to-date revenues through the same period are at 68.3% of the approved budget. The statement reflects airline and concession revenues through July 31, 2014. She stated that the report also reflects when revenues are received on a cash basis and the majority of airline revenues, landing fees, are not received until the month after the fees have occurred. She stated that the year-to-date market share reports indicate steady enplanements for Delta and American Airlines. Parking revenue collections through the end of August remain strong. She included in handouts distributed prior to the meeting parking revenues from 2012, 2013 and 2014. Year-to-date actual revenues collected for parking are at 74.9% of the 2014 parking revenue budget are 17% higher than for the same time period for 2013. Cumulatively year-to-date expenditures through August 31, 2014 are at 61.8% of the approved budget and airport staff continues to be diligent with monitoring expenditures. She added that the County of Kalamazoo

adopted the County's 2015 budget this past Tuesday. She acknowledged that due to the support of the Budget Committee members Mark Weiss and John Jones, II the Airport's 2015 budget was included in the County's overall budget adoption and she thanked everyone for their help in making this timeline.

ITEM 6. For Consideration:

AIRPORT CONSENT AGENDA: None were presented.

AIRPORT NON-CONSENT AGENDA ITEMS:

A. CONTRACT EXTENSION WITH PROTEC FOR ARFF SERVICES –

Assistant Director of Operations and Maintenance Chris Sieklucki stated that this is an existing contract with an extension agreement to provide mandated fire service protection at the airport. The original agreement was placed in effect January 12, 2012 with two extensions available to the airport. This is the first of the two extensions and is effective January 1, 2015 until December 31, 2015. The cost of the extended annual contract will remain the same at \$349,500.00. On a motion made by Vice-Chair Woodruff, supported by Trustee Weiss, the motion was approved.

Mr. Sieklucki added that there will be a hangar tenant meeting on Saturday, October 11, 2014 in the SRE building by the South T-hangars at noon and will include a pig roast for anyone who is interested in attending and there is an airport terminal tenant meeting on October 16, 2014 in the Administration Board Room at 11:30 a.m.

AERONAUTICS BOARD AGENDA ITEMS:

ITEM 7. Unfinished Business: County Legal Counsel Thomas Canny stated the lawsuit involving the new airport terminal panels with Eyewood Design and Whitaker Construction has been settled. The final order dismissing the case will occur within the next two weeks. The County did not have to pay anything.

Chair Colver inquired as to an update on Airport Operations Supervisor Jay Waalkes. Airport Director Dave Reid stated that Jay is continuing recovery at home and is doing well.

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

ITEM 9. Airport Director's Report: Dave Reid stated that as of September 15, 2014 Delta Global Services took over as the main line at the airport. The new manager is Jim Carpenter who has been with the airport for many years.

Airport Operations Technician Scott Shaffer will be returning to work in November after a second tour in Afghanistan.

He stated that the Market Share report for September is not quite finalized. He said there will probably be some kind of fallout from the Chicago air traffic control fire.

He updated everyone on the air service conference he attended in Chicago. He said the airlines are pleased with Kalamazoo's performance. There are still issues with aircraft and pilot shortages. He stated he will be attending another air service conference in November.

Mr. Reid stated that the airport and Pfizer closed on the purchase of property on September 30, 2014.

He stated that the "Talons Out Honor Flight" was successful and staff was here at 4:00 a.m. along with 80 veterans and their guardians flying to D.C.

ITEM 10. Member's Time: Trustee Hazelrigg stated that he noticed the airport was a sponsor for the Balloon festival and it's a great opportunity to feature the airport and he would like to get moving on updating the airport website.

Trustee Hamelink inquired as to the next step with the Pfizer property. Mr. Reid stated that a business plan needs to be developed. There will need to be a fence put in place surrounding the property and progress on razing the old terminal. He stated that federal projects have to be completed before that and funding is being sought to get rid of the old terminal. He stated the airport will put together a detailed bid. Chair Collver asked for Trustee Hamelink and Trustee Hazelrigg to be on a committee for the business plan for the Pfizer property.

Vice-Chair Woodruff commented that he and his wife flew to Europe on Delta and the flight was great but they had to wait for a very long time for their luggage here in Kalamazoo. American Airlines Manager Mitch Felkey responded that normally the wait time is seven minutes on average and explained there are processes they have to follow with regard to baggage handling but 20 minutes is abnormally excessive. He stated that this has become an issue since the airlines began charging for checked luggage and the increase in carry on luggage.

ITEM 11. Adjournment: The meeting adjourned at 11:01 a.m.