

MINUTES

KALAMZOO COUNTY AERONAUTICS BOARD OF TRUSTEES REGULAR MEETING NOVEMBER 11, 2010

ITEM 1. Call to Order: Chairperson Collver called the meeting to order at 10:36 a.m.

ITEM 2. Roll Call: Members in attendance - Gil Collver, Bill Duggan, Dan Hope, John Jones, Greg Kurdys, Dave Tomko and Jim Woodruff.

Staff Present: Cliff Moshogins, Dave Reid, Ann Simmons, Linda Bunting, Lisa Bradshaw and Thom Canny.

Also Present: County liaison Deb Buchholtz.

ITEM 3. Approval of the Board Minutes from October 14, 2010: There being no corrections made to the minutes, the minutes were approved as published.

ITEM 4. Citizen Comments: There were no citizen comments presented.

ITEM 5. Third Quarter 2010 Financial Report: Assistant Director of Finance and Administration-Ann Simmons gave a summary of the 2010 Third Quarter Financial Report. She stated that expenses are at 75% for the year. She stated that airline and the car rental commission revenues are lagging somewhat, and those are accrued through August 2010. PFC revenues are accrued through July. She stated the airport is at 61% for revenues for the year. Her projection for year end is an over all reduction in the airport working capital of \$300,000 for the year. She stated that the airport is doing better than last year but still has to closely monitor revenues and expenses to balance the budget. It was mentioned that the budget committee was conservative on the revenues for the year.

ITEM 6. For Consideration:

AIRPORT CONSENT AGENDA ITEMS

None

AIRPORT NON-CONSENT AGENDA ITEMS

A. MEAD & HUNT AGREEMENT – Dave Reid, Assistant Director of Operations and Maintenance explained that this is a contract for design work for an airport owned lighting control system that will be at the new Federal Aviation Administration (FAA) Air Traffic Control Tower (ATCT), as well as relocation of a beacon that has to be relocated. Mr. Collver stated that the FAA does not allow the beacon to be placed on top of the tower and another location has to be determined. On a motion made by Mr. Jones, seconded by Mr. Duggan, the motion to approve the agreement passed.

AERONAUTICS BOARD AGENDA ITEMS

A. **RATES & CHARGES RESOLUTION** – Ann Simmons went over the proposed changes for 2011 stating landing fees are proposed to increase 5%, resulting in approximately a \$15,000 impact while still remaining competitive with other airports. There will be a proposed charge for all airport access ID badges due to new mandates, staffing hours, finger print charges, the cost of the actual badges themselves and other indirect costs associated with badging. This will result in a \$12,000 impact. There is a proposed minimum charge of \$250 for any space rental and proposed charges for the rental of the board room. On a motion made by Mr. Jones, supported by Mr. Woodruff, the motion was approved.

B. **ELECTION OF 2011 OFFICERS** – On a motion made by Mr. Jones, supported by Mr. Duggan, the election of the 2011 officers passed, with all current officers remaining in their seats.

C. **2011 REGULAR AERONAUTICS BOARD MEETING SCHEDULE** – On a motion made by Mr. Duggan, supported by Mr. Tomko, the 2011 schedule for the aeronautics board meetings will remain on the second Thursday of each month at 10:30 a.m.

ITEM 7. **Unfinished Business**: There was no unfinished business presented.

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

ITEM 9. **Airport Director's Report**: Mr. Moshoginis distributed an article regarding air fares.

The monthly terminal progress reports were sent to all with the monthly board brief with additional information being added for the TSA and Chrysalis.

Mr. Moshoginis stated that the airport and Lam & Associates are pulling together the Community Relations Committee and will be presenting information regarding the committee at the December board meeting.

He stated that he and Ann Simmons are meeting the FAA on Monday in Detroit to go over the airport's annual Airport Capital Improvement Plan (ACIP) for the next ten years.

Mr. Moshoginis thanked Dave Reid for organizing a new hangar committee at the airport to improve communication between the general aviation tenants and the airport.

ITEM 9. **Member's Time**: Mr. Collver asked about the visibility of the signage for the free half hour parking. Mr. Moshoginis responded that this will be looked at and maybe some adjustments need to be made.

ITEM 10. **Member's Time**: Mr. Kurdys thanked Mr. Collver and Mr. Woodruff for continuing to serve in their roles on the aeronautics board.

ITEM 11. **Adjournment**: There being no further business, the board meeting adjourned at 11:18 a.m.