

MINUTES

KALAMZOO COUNTY AERONAUTICS BOARD OF TRUSTEES REGULAR MEETING OCTOBER 14, 2010

ITEM 1. Call to Order: Chairperson Collver called the meeting to order at 10:35 a.m.

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

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

Also Present: County liaison Deb Buchholtz.

ITEM 3. Approval of the Board Minutes from September 9, 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. For Consideration

AIRPORT CONSENT AGENDA ITEMS

None

AIRPORT NON-CONSENT AGENDA ITEMS

A. PROPOSAL AND CONTRACT WITH FOOD/BEVERAGE/RETAIL COMPANY FOR NEW TERMINAL – Ann Simmons, Assistant Director of Finance & Administration explained the RFP process for this contract. Two responses were submitted and the airport is recommending Tailwind, Inc. as the new airport food/beverage/retail vendor. The proposal committee reviewed the details of both proposals and recommends accepting the proposal from Tailwind, Inc. with up to \$150,000 airport allowance for infrastructure build out. They currently operate in airports in Wilmington, NC, Blountville, TN, Gainesville, FL and Bloomington, IL. Outside legal counsel has reviewed the contract with no objections. Mr. Jones and Mr. Kurdys stated they were very pleased with the proposal brought fourth and the financials. On a motion to accept the proposal and approve the contract made by made by Mr. Woodruff, supported by Mr. Duggan the motion passed.

B. 2011 DRAFT BUDGET – Ann Simmons went over the proposed budget for 2011 and projections for year-end 2010. Ms. Simmons provided an administrative summary to all board members. She stated that the airport will need to watch the financials very carefully. She stated that some assumptions were made for 2011 including costs for electric and cleaning services for example. Mr. Kurdys questioned demolition of the current terminal in 2011. The point was made that the Federal Aviation Administration (FAA) will still be in the old building but accommodations will be made to reduce the utilities in the building to help cut costs. Mr. Woodruff requested a line item budget to be submitted to board members as well. On a motion made by Jr. Jones, supported by Mr. Kurdys, the proposed budget for 2011 was approved.

AERONAUTICS BOARD AGENDA ITEMS

None

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 a press release by the Transportation Security Administration (TSA) in relation to the funding received for the inline baggage system in the new terminal.

The monthly new terminal report was sent to everyone and he stated those will be expanding based on the TSA's requirement are. Information on the transition progress will also be included.

He stated that the new website is being developed currently and the website set up will be sent to the Community Relations Committee for review.

He congratulated airport Administrative Assistant Linda Bunting on becoming a Certified Tourism Ambassador (CTA). She and a number of other representatives from Kalamazoo went through a training program to gain thorough knowledge of what is available to visitors in Kalamazoo and some of the other surrounding areas while they are visiting the area. He explained that this is part of the airport's customer service program and that Discover Kalamazoo has been very good about getting this program together.

He stated that there will be an annual update from WMU President Dr. Dunn on Wednesday, November 10 at the WMU Fetzer Center @ 11:30. There is a table for eight people so if anyone would like to join for lunch, please let the airport administration office know.

ITEM 9. Member's Time: Mr. Hope asked about the status of interest in air service expansion. Mr. Moshoginis said the dialogue has increased and it looks like most of it may possibly occur in 2011 based on availability of aircraft.

Mr. Kurdys mentioned that Ann did a good job on the concession RFP.

Gil updated everyone what has been going on with the terminal committee, the construction company and the architects. He said the terminal is on schedule; however the schedule is getting tighter. He wanted to inform everyone that the later date in April will most likely be the grand opening date, around the 23rd. He also suggested that Vice-Chair Jim Woodruff keep in communication with Eric Ferguson from Skanska with regard to the Art Committee's projects progress as it relates to the progress of the terminal.

ITEM 10. Executive Session: The board moved into an executive session on a motion made by Mr. Duggan, supported by Mr. Kurdys.

ITEM 11. Adjournment: There being no further business, the board meeting adjourned at 11:42 a.m.