

MINUTES

KALAMAZOO COUNTY AERONAUTICS BOARD OF TRUSTEES REGULAR MEETING

January 14, 2016
10:30 a.m.

ITEM 1. Call to Order: Chairperson Gilbert Collver called the meeting to order at 10:33 a.m.

ITEM 2. Roll Call: Members in attendance: Gilbert Collver, Greg Hamelink, Cecile Mutch, John Jones II, and Mark Weiss

Staff Present: David Reid, Chris Sieklucki, Amanda Woodin, Eric Bjorkman, Jessecia Harter, Tim Beaupre, Mike Ballard, William Scamehorn, Shane Peterson, and Steve Lumetta

Also Present: Airport County Liaison Commissioner Mike Seals, Regional Standard Parking Plus Manager Kristin Statler, and Standard Parking Plus Senior Vice President Bob Reiser.

ITEM 3. Approval of the November 12, 2015 Board Minutes: There being no changes made to the minutes, the minutes were approved as published.

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

ITEM 5. Financial Reports: Ms. Woodin reviewed the revenue and expense reports for October and November. She indicated that through November operating expenses were at 80.6% and operating revenues were at 83.1%. She stated that the year-end operating revenue will fall short about 10%; however, the operating expenses look as though they will be under budget. Ms. Woodin also stated that the 2016 insurance renewals have been completed and they came in well under budget with better coverage in some areas.

Ms. Woodin explained that airport management has been evaluating the possibility of bringing the airport parking operation in house. She stated that by bringing the management in house it could potentially save the airport between \$30,000-\$60,000 per year, in addition to the savings of reducing the management fee and managers salary.

Mr. Reiser, the Senior Vice President for Standard Parking Plus, explained that they could reduce their management fee, roll their liability insurance under the airport's policy, and reduce their manager's salary and benefits which will potentially save the airport some money. By making these adjustments, he is hoping that the airport will reconsider not bringing the management of the airport parking operation in house.

ITEM 6. For Consideration:

AIRPORT CONSENT AGENDA ITEMS

There were no Airport Consent Agenda Items.

AIRPORT NON-CONSENT AGENDA ITEMS

There were no Airport Non-Consent Agenda Items.

AERONAUTICS BOARD AGENDA ITEMS

ITEM 7. Unfinished Business:

A. Potential of Installing Electric Charging Stations in Parking Lot

Mr. Bjorkman discussed the possibility of installing two level one charging stations. He stated that he is looking into one being located in short term parking and the other one in long term. The cost for each station can be as low as \$1500 and would be relatively easy to install. Mr. Bjorkman is currently still working on getting quotes and hopes to discuss this again at a later date.

ITEM 8. New Business:

Aeronautics board chair Collver wanted to congratulate Dave Reid by becoming A.A.E. Certified through AAAE.

ITEM 9. Airport Director's Report: Director Reid presented the following Report:

1. Personnel
 - a. New Airfield Technician
 - i. Ian Stamp-Starts January 19th
2. Market Share
 - a. Trend
 - i. December and end of year numbers - not in yet
 - ii. November's numbers were 9-10% below-consistent with last year
 - b. United started December 9th
 - i. Flights going very well
 - ii. Most flights over sold through Christmas
3. Air Service/Air Service Committee
 - a. Next Meeting January 19th at 8:30am
 - b. Discussing next air service conference with Frontier Allegiant National & 3 existing tenants
 - c. Able to renew SCASDP grant for one year

4. Miscellaneous

- a. Tenant Meetings-held quarterly
 - i. Tenants looking to start Community Outreach Committee
 - ii. Hoping to plan events that highlight airport

- b. Development Team Meeting
 - i. Scheduled for this afternoon
 - ii. Talking about land development
 - iii. Possible partnerships with 70 acres purchased last year

ITEM 10. Member's Time:

Ms. Mutch stated that she met with Delta and discussed their 2016 flight plan. The plan is placed in different employee areas so that employees can be engaged and support the overall efforts that are set forth at the beginning of the year. She is hoping that her board presence will help create a more mainline experience on the commuters.

ITEM 11. Adjournment: There being no further business presented, the meeting adjourned at 11:43 a.m.