

MINUTES

**KALAMAZOO COUNTY AERONAUTICS
BOARD OF TRUSTEES
REGULAR MEETING**

September 12, 2019

10:30 a.m.

ITEM 1. Call to Order: Chairperson Gilbert Collver called the meeting to order at 10:30 a.m.

ITEM 2. Roll Call: Members in attendance: Gilbert Collver, Mark Weiss, Erik Rankin, Curt Aardema, Cecile Mutch, Nikki Miller, and Dave Buskirk

Staff Present: Amanda Woodin, Jessecia Harter, Shane Peterson, and Matt Mattison

Also Present: Deputy County Administrator - External Services Lisa Henthorn, Assistant County Corporate Counsel Andrew Wright, and Duncan Aviation Manager Ben Hammond

ITEM 3. Approval of the August 8, 2019 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 Report: Ms. Woodin reviewed the July financial report. She stated that through July the operating revenues were at 58.4% and operating expenses were at 57.6%.

ITEM 6. For Consideration:

AIRPORT CONSENT AGENDA ITEMS

There were no Airport Consent Agenda Items.

AIRPORT NON-CONSENT AGENDA ITEMS

- A. Approval of Leisure Limousine Lease Extension – Ms. Woodin is seeking approval of a one year lease extension with Leisure Limousine. This extension maintains the current fees in the current agreement and is subject to any approved rates and charges changes. On a motion made by Ms. Mutch, supported by Mr. Weiss, the Leisure Limousine lease extension has been approved.

B. Consultant Selection Approval - Ms. Woodin is seeking approval to use Mead & Hunt, Inc. for a five year period for planning and engineering services. On a motion made by Ms. Miller, supported by Mr. Aardema, planning and engineering services with Mead & Hunt has been approved.

ITEM 7. Unfinished Business: Mr. Collver discussed the director search process. He stated that the second batch of interviews will be held in October. The executive committee is hoping to have a recommendation by the November board meeting.

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

ITEM 9. Airport Interim Director Report:

Ms. Woodin presented to the board the interim directors report. She stated that July enplanements were up 7% and down 6% year to date. The next air service conference is the Take Off Conference held in October where Sun Country and other airlines will be pursued. KAM a local media videographer is making videos of the airport to take to the conference. Ms. Woodin is also attending a head quarter visit with United in October to discuss new routes. Jaqua will be moving out of the terminal sometime later this year. She has been reaching out to other terminal tenants to see if they are interested in renting the open space.

ITEM 10. Member's Time:

Mr. Aardema feels that the KAM video marketing is an easy way to keep the message and forward it on.

Mr. Collver suggested that KAM use drones to do some of their videos.

Ms. Mutch wanted us to be aware that there were some parking technology issues where manual checkouts needed to be made because none of the gates worked. She also stated that she has a meeting with Delta in Atlanta in October.

ITEM 11. Adjournment: There being no further business presented, the meeting adjourned at 11:20 a.m.