

**MINUTES**

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

**January 9, 2020**

**10:30 a.m.**

ITEM 1. Call to Order: Chairperson Gilbert Collver called the meeting to order at 10:31 a.m.

ITEM 2. Roll Call: Members in attendance: Gilbert Collver, Mark Weiss, Erik Rankin, Curt Aardema, Cecile Mutch, Nikki Miller, and Greg Hamelink. Roll call was done and a vote was made, where all members agreed to allow Dave Buskirk to join by teleconference.

Staff Present: Craig Williams, Amanda Woodin, Jesseca Harter, Eric Bjorkman, William Scamehorn, Matt Page, Matt Mattison, Steve Lumetta, Jim Koss, Shawn Rowe, Lance Gary, and Airport Intern Rodrigo Castellanos.

Also Present: Deputy County Administrator - External Services Lisa Henthorn, County Commissioner Liaison John Gisler, Standard Parking Plus Regional Manager Kristen Statler, American Airlines Station Manager Jeff Tesoriero, United Airlines Station Manager J.D. Brazil, ARFF Fire Chief Paul Vosburg, and hangar tenant Dennis Laskowsky

ITEM 3. Approval of the November 14, 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 October and November financial reports. She stated that through November the operating revenues were at 99.3% and operating expenses were at 87.4%.

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

There were no Aeronautics Board Agenda Items.

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

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 November enplanements were up 2% and down 2% year to date. Both Mr. Williams and Ms. Woodin will be having a headquarters visit with Sun Country mid-January. Ms. Woodin discussed possibly hosting the Take Off Air Service Conference at AZO with conference organizers. She stated that Jaqua Realtors vacated the terminal in December and that the Air Zoo is finalizing plans to set up a temporary display to fill the office space by baggage claim. A window cling will be going up to cover the other vacant Jaqua office window. The City of Portage water main request is still with the FAA. Ms. Woodin stated that they plan on installing tube in tube as the water main system. She also stated that staff is still working to separate electric between hangar 2 and hangar 3 and working on an overall maintenance and repair plan for all hangars. Ms. Woodin also discussed the incident that happened on New Years Eve. The Ops 8 Plow truck caught on fire and is a total loss, there was not property coverage on the vehicle; however, a claim has been opened with Ford. Some equipment from the truck is being removed to use on other vehicles. Ms. Woodin then welcomed Mr. Williams as the new Airport Director.

Mr. Williams thanked Ms. Woodin for all of her hard work. He also thanked everyone for the opportunity to work at AZO. Mr. Williams stated that he plans on observing AZO and the area for the next few months to get a better sense of the AZO operation. He also discussed with the board the idea of doing a planning retreat.

ITEM 10. Member's Time:

Mr. Buskirk welcomed Mr. Williams to AZO and would like to have him introduced to the community.

Ms. Miller thanked Ms. Woodin for all of her hard work as Airport Interim Director, mentioning accomplishments such as the handling of an aircraft accident, VP Pence visit, airline marketing video production, and commercial runway rehabilitation.

Mr. Weiss welcomed Mr. Williams as the new Airport Director and he also thanked Ms. Woodin for her time as Interim Airport Director. He stated that he attended the VP visit at the airport and everything went perfectly.

Ms. Mutch stated that she also attended the VP visit and everything went great. She also stated that she followed up with the American Airlines president regarding routing and he shared our information and the marketing clip with the routing manager. The routing

manager sent a letter to Ms. Mutch that stated they are currently in a holding pattern. She plans to attend the next advisory board meeting in March.

Mr. Aardema thanked Ms. Woodin for all of her hard work and is excited to see where air service development goes from here.

Mr. Gisler stated that he would like to introduce Mr. Williams to everyone at one of the County Commissioners meeting.

Mr. Hamelink welcomed Mr. Williams to AZO. He stated that he is looking forward to new upcoming things.

Mr. Rankin thanked Ms. Woodin for all of her hard work and welcomed Mr. Williams. He also stated that he recently traveled with American Airlines and noticed that they had an issue with their monitor. He stated that the airport side was five minutes faster than what the actual time was.

Mr. Collver thanked Ms. Woodin for all of her work and stated that it is great that AZO has such an amazing team.

ITEM 11. Adjournment: There being no further business presented, the meeting adjourned at 11:09 a.m.