

**MINUTES**

**KALAMAZOO COUNTY AERONAUTICS  
BOARD OF TRUSTEES  
REGULAR MEETING – Available in Person & Via Zoom**

**August 12, 2021**

**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, Greg Hamelink, Erik Rankin, Nikki Miller, and Dave Buskirk. Members in attendance via Zoom: Cecile Mutch, Curt Aardema, and James Woodruff.

Staff Present: Craig Williams, Amanda Woodin, Eric Bjorkman, and Jessecia Harter. Staff present via Zoom: Matt Mattison.

Also present via Zoom: County Commissioner Liaison Dale Shugars, Standard Parking Plus Regional Manager Kristen Statler, Mead & Hunt Consultant Mark Breukink, RS&H Senior Aviation Engineers Nick Patterson and Erich Thiel, Duncan Aviation Supervisor Trent Zwiers, and Pro-Tec Fire Chief Paul Vosburg.

ITEM 3. Approval of the July 15, 2021 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 June financial report. She stated that through June operating revenues were at 48.9% of the budget and operating expenses were at 45.3%.

ITEM 6. For Consideration:

**AIRPORT CONSENT AGENDA ITEMS**

There were no Airport Consent Agenda Items.

**AIRPORT NON-CONSENT AGENDA ITEMS**

A. Approval of 2022 Budget – Ms. Woodin is seeking approval of the 2022 Budget. She reviewed the 2022 budget Priorities & Metrics, Operating Revenues and Expenses, Operating Losses, Non-Operating Revenues and Expenses, as well as, several Capital items. A motion

was made by Mr. Buskirk, supported by Mr. Hamelink, and a roll call vote of all members present in person and via Zoom was taken. All members voted in favor, and the 2022 Budget was approved.

- B. ARFF Building Modernization-Environmental, Design, and Bidding Services – Mr. Bjorkman is seeking approval of an agreement with RS&H for the Environmental, Design, and Bidding Services for the ARFF Building Modernization. The proposed fee for this phase of the project is \$254,173. A motion was made by Mr. Hamelink, supported by Mr. Buskirk, and a roll call vote of all members present in person and via Zoom was taken. All members voted in favor, and the Environmental, Design, and Bidding with RS&H for the ARFF Building Modernization was approved.

### **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 Director Report:

Mr. Williams presented to the board the directors report.

He stated that the strategic framework is still doing well and will continue to work on all elements.

Received a Small Community Air Service Development Grant of One Million Dollars to try to attract new air service.

ITEM 10. Member's Time:

Mr. Aardema stated that he appreciates all of the updates and is looking forward to everyone being able to meet in person again.

Mr. Hamelink stated that there is an increase of flight operations on the corporate side.

Mr. Rankin stated that he is looking forward to seeing the Air Cargo report. He also let everyone know that on July 15<sup>th</sup> The Austin Lake Sea Airport will open.

ITEM 11. Adjournment: There being no further business presented, the meeting adjourned at 11:34 a.m.