

# MINUTES

## KALAMAZOO COUNTY AERONAUTICS BOARD OF TRUSTEES REGULAR MEETING

August 10, 2023

10:30 a.m.

- ITEM 1. Call to Order: Chair Gilbert Collver called the meeting to order at 10:34 a.m.
- ITEM 2. Roll Call: Members in attendance: Gilbert Collver, Curt Aardema, Nikki Miller, Cecile Mutch, Mark Weiss, Dave Buskirk and James Woodruff.
- Staff Present: Craig Williams, Blair Brindley, Nikki Gerber, Bill Scamehorn, Josh Hill and new Ops Tech, Ken Sargeant.
- Members Absent: Greg Hamelink & Erik Rankin
- Also Present: RS&H Aviation Engineers Alex DeHaan and Amy VanWalbeck, and Jim Michalka, owner of Kalamazoo Aircraft
- ITEM 3. Changes or Additions to the Agenda: There were no changes made to the agenda.
- ITEM 4. Approval of the Agenda: There being no changes made; the agenda was approved as published.
- ITEM 5. Approval of the July 13, 2023 Aeronautics Board Minutes: There being no changes made; the minutes were approved as published.
- ITEM 6. Citizen Comments: There were no Citizen Comments.
- ITEM 7. For Consideration:

### **AIRPORT CONSENT AGENDA ITEMS**

There were no Consent Agenda Items.

### **AIRPORT NON-CONSENT AGENDA ITEMS**

Approval of 2024 Budget – Ms. Brindley is seeking approval of the 2024 Budget. She reviewed the 2024 budget process, airline outlook, operating revenues and expenses, operating losses, non-operating revenues and expenses, as well as the

capital improvement plan. A motion was made by Mr. Weiss, supported by Mr. Buskirk, and a roll call vote of all members present in person was taken. All members voted in favor, and the 2024 Budget was approved.

ITEM 8. Unfinished Business: There was no unfinished business.

ITEM 10. New Business: There was no new business.

ITEM 11. Airport Director Report:

Mr. Williams presented to the Board the Director's Report.

*Strategic Framework* – Mr. Williams briefly reviewed the strategic framework.

*Airport Operations* – 2023 has been the busiest year for aircraft operations since 2009 even though airport operations totaled 4,840 in June which is down from 2022. Runway 5/23 is being used more, which has helped reduce the number of complaints received from the Milwood neighborhood. Concrete is being poured for the airport apron project and is scheduled to be completed on Monday, August 15<sup>th</sup> with the entire project set for a completion date of Friday, August 18<sup>th</sup>. The new SRE building project is slated to begin in September.

*Day-to-Day* – Mr. Williams indicated the new website has generated good feedback both internally and externally. QR codes are set up around the airport and the website which will help determine where we should focus our marketing efforts.

ITEM 12. Member's Time:

Mr. Aardema and Mr. Weiss thanked Ms. Brindley and Mr. Williams for their hard work on the budget.

Mr. Collver indicated he formed an ad hoc committee with Mr. Woodruff and Mr. Aardema. Their focus is on real estate, and they met prior to the meeting to lay out a long-term plan to assess what a committee would do and the viability of a full committee. They hope to bring it to the Board in November.

Ms. Mutch indicated she will be attending the Global Business Travel Convention and is hoping to connect with other business travel professionals.

Ms. Miller, while at the airport helping friends with a delayed flight, noticed and is impressed with the appearance of the boulevard at the airport entrance drive.

ITEM 13. Adjournment: There being no further business presented, the meeting adjourned at 11:16 a.m.