

MINUTES

KALAMAZOO COUNTY AERONAUTICS BOARD OF TRUSTEES REGULAR MEETING

July 11, 2024
10:30 a.m.

- ITEM 1. Call to Order: Gil Collver called the meeting to order at 10:31AM
- ITEM 2. Roll Call: Members in attendance: James Woodruff, Curt Aardema, Cecile Mutch, Mark Weiss, Dave Buskirk, Greg Hamelink, Keith Hearit and John Gisler. Nikki Miller (remote)
- Staff Present: Craig Williams, Anton Bjorkman, Blair Brindley, Connie Lehmoine, William Scamehorn, Justin Ripka, Matt Mattison, Ben Higgins (Operations Intern)
- Also Present: Alex DeHaan and Pat Frame of RS&H and Mark Breukink, of Mead & Hunt, Jeff Atchison (remote)
- 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.
- ITEM 5. Approval of the May 9, 2024, Aeronautics Board Minutes: The minutes were approved with a correction to an approval of a motion erroneously credited to John Gisler, who is not authorized to vote.
- ITEM 6. Citizen Comments: There were no Citizen Comments.
- ITEM 7. Financial Report: Ms. Brindley reviewed the April financial report. She stated that through April operating revenues were at 46.1% of the budget and operating expenses were at 32.7% of the original and 41.67% through 2024 budget.
- ITEM 8. For Consideration:

AIRPORT CONSENT AGENDA ITEMS

None

AIRPORT NON-CONSENT AGENDA ITEMS

- A. Board Approval of the Ground Transportation Ordinance – The creation of a stand-alone Airport Ground Transportation Ordinance adds to our listing of core

documents to set the expectations and rules of transportation on the non-secure side. This will provide greater clarity to existing and potential airport partners who offer services to passengers here at the airport. All members voted in favor, and the Ground Transportation Ordinance was approved.

- B. Procurement of Snow Removal Equipment: Rotary Plow & Carrier Vehicle
Approve and award the bid submitted by M-B Companies Inc. to furnish the Airport with a new rotary plow truck (snow blower). All members voted in favor, and the procurement of the Snow Removal Equipment was approved.
- C. Airport Position Changes – Approve the creation of two new positions and additional headcount for a new maintenance position. All members voted in favor, and the Airport Positions Changes was approved.

ITEM 9. 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 updated the Board on progress made to date on items within the Airport’s strategic plan and informed the Board that he would include money in the 2025 budget for an update to begin early next year.

Air Service – Mr. Williams reviewed the March air service statistics which showed that Avelo, American and Delta had a combined load factor of 76% compared to a combined load factor of 85% in March 2023.

CARES Progress - Mr. Williams, reviewed the following projects being completed. ARFF Renovation, Entrance Rd., South Apron, and SRE Facility that will be completed in June.

ITEM 12. Member’s Time: No Member comments.

ITEM 13. Adjournment: There being no further business presented, the meeting adjourned at 12:04 PM