**MINUTES**

**KALAMAZOO COUNTY AERONAUTICS**

**BOARD OF TRUSTEES**

 **REGULAR MEETING**

**September 26, 2024**

**10:30 a.m.**

ITEM 1. Call to Order: Gil Collver called the meeting to order at 10:30 AM

ITEM 2. Roll Call: Members in attendance: Gilbert Collver, Curt Aardema, Mark Weiss, Dave Buskirk, Greg Hamelink, and John Gisler. Nikki Miller, Curtis Whitaker, Keith Hearit, Cecile Mutch (remote)

Staff Present: Craig Williams, Anton Bjorkman, Blair Brindley, Connie Lehmoine, Bill Scamehorn, Megan Ianni, Ben Higgins, Elliana Roy (Marketing Intern), John Prothero (Ops)

Also Present: Alex DeHaan, Pat Frame and Erich Thiel of RS&H; Mark Breukink Mead & Hunt; Jim Michalak of Kalamazoo Aircraft; Rich Jackson or Duncan Aviation; Dennis Laskowsky, hangar tenant.

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 to the agenda, it was approved.

ITEM 5. Approval of the August 8, 2024 , 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. Financial Report: Ms. Brindley reviewed the August financial report. She stated that through August operating revenues were at 72.4% of the budget and operating expenses were at 64.5% of the original and 66.67% through 2024 budget. Will have budget adjustment in November

ITEM 8. For Consideration:

 **AIRPORT CONSENT AGENDA ITEMS**

1. Time and Material Agreement for Asphalt Maintenance Repair Services. –Approval and authorization of chairperson signature to execute an agreement with Asphalt Restoration, Inc. to provide pavement maintenance and repair services as needed. Project was approved.
2. Amendment to Kalamazoo Aircraft Lease – Approve and authorize Chairperson to sign Extension #2 of Kalamazoo Aircraft’s FBO & Site Lease to grant an additional 10 years to the original agreement. Agreement was approved.

Motioned by Ms. Miller and supported by Mr. Hamelink

**AIRPORT NON-CONSENT AGENDA ITEMS**

1. Professional Airport Consulting General Services Agreement – Approval and authorization of chairperson signature to execute agreements with Mead & Hunt, Inc. and RS&H Michigan, Inc. to provide professional airport consulting services. A motion was made by Mr. Buskirk and supported by Mr. Hamelink. All members voted in favor, and the Professional Airport Consulting General Services agreement 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 the 2025 budget included money for an update to the plan, which will be held in January.

*Air Service* – Mr. Williams reviewed the July and August air service statistics.

*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 – Curtis Whitaker introduced himself. John Gisler gave updates on County items.

ITEM 13. Adjournment: There being no further business presented, the meeting adjourned at 11:29 AM