

MINUTES

KALAMAZOO COUNTY AERONAUTICS BOARD OF TRUSTEES MEETING

AUGUST 8, 2007
9:00 am

ITEM 1 Call to Order: The meeting was called to order at 9:05 by Chairman Gil Collver.

ITEM 2. Roll Call: Members in attendance – Gil Collver, Jim Woodruff, Bill Duggan, John Jones, Kevin McGrath, Dan Hope and David Tomko

Also Present: County Liaison Deb Buchholtz-Heimstra

Staff Present: Clifton Moshoginis, Ron Shutler, Karen Wolff, Kristen Statler, Jay Waalkes, Linda Bunting, Lauren Becker and Kelli McKinnon

ITEM 3. Approval of Minutes: Mr. Collver asked if there were any additions or corrections to the minutes from July 2, 2007. There were no comments. On a motion from Mr. Collver, seconded by Mr. Jones, the minutes were approved. Mr. Collver asked if there were any additions or corrections to the minutes from July 11, 2007. There were no comments. On a motion from Mr. Collver, seconded by Mr. Woodruff, the minutes were approved.

ITEM 4. Citizen Comments: No comments were presented.

ITEM 5. For Consideration: Airport Agenda Items.

A. Contract with Adams Outdoor Advertising, LLC – Mr. Moshoginis explained this contract is a renewal contract for a billboard advertisement on the airport grounds used to benefit the airport. The contract is a standard extension going from \$3,000.00 to \$5,000.00 per year for 10 years with the last five years at either 5% or annual CPU, whichever is less. It is typically capped at 5%. The expiration date is on August 17, 2007. Mr. Moshoginis recommended that the Board approve this contract. The board questioned the revenue model from this advertising and after a lengthy discussion Mr. Collver made a motion not to act on the contract and investigate a commission type revenue model. Dan Hope seconded the motion and it was unanimously approved.

B. Contract with Commercial Building Services: Mr. Moshoginis explained that this is a one-year extension of the current two-year contract with no additional costs for janitorial services. This will be reviewed at the end of the next term. The cost is

roughly \$15,033.20 per month. Mr. Moshoginis recommended that the board approve the extension. Mr. Collver motioned that the extension be approved. Mr. Hope seconded the motion and it was unanimously approved.

C. Contract with Massage in a Minute: Mr. Moshoginis explained this contract is a vendor contract that provides two massage chairs located in the boarding area. It is a standard language, renewal contract for three years with a thirty day “at will” cancellation. The revenue from this contract is \$1,200.00 per year. Mr. Moshoginis recommended that this contract be approved. Mr. Duggan moved that the contract be renewed. Mr. Tomko seconded the motion it was unanimously approved.

Aeronautics Board Items:

A. Copy of Draft Budget for 2008 – Mr. Moshoginis handed out the 2008 draft budget along with the 2008 proposed rates and charges. He stated that the percent increase is driven by assumptions of enplanements and departures. Mr. Moshoginis went over the budget process with the board and highlighted areas that have changed. Approval of the budget will be on the agenda for the September Aeronautics Board meeting. Mr. Hope explained the budget process that he and Mr. McGrath went through as members of the budget sub-committee. The draft budget was discussed and it was decided that Mr. Moshoginis would revise the draft budget and additional information would be forthcoming at the September Board meeting.

ITEM 6. Unfinished Business: No unfinished business was presented.

ITEM 7. New Business: No new business was presented.

ITEM 8. Airport Director’s Report:

A. New Terminal Update - Mr. Moshoginis gave an update with regards to the timeline and the next process. He and RS&H are pulling together information in terms of cost benefit analysis and financials. They are traveling to the airport district’s office in Detroit to begin looking at funding. He expects to see something in September to present to the board.

B. “Football Fest” – Mr. Moshoginis mentioned that the airport is part of the annual “Football Fest” scheduled at Western Michigan University on Saturday, September 22, from 4:30 – 6:30 p.m. prior to the football game.

ITEM 9. Member’s Time – The article by Al Jones was brought up by Mr. McGrath and was discussed briefly. Mr. Moshoginis stated that the email questions relating to the article were answered at the recent Kalamazoo Gazette Editorial Board meeting that Mr. Collver, Mr. Woodruff, and he attended.

ITEM 10. Adjournment – Mr. Collver made a motion to adjourn, seconded by Mr. Duggan, all approved and the meeting adjourned at 10:57 a.m.