

MEMO TO: Airport Advisory Board Members

March 13, 2009

FROM: Duane Ellis

SUBJECT: Airport Advisory Board Meeting Minutes – March 12, 2009

An Airport Advisory Board meeting was held at the airport terminal building on March 12, 2009. Chairman, Allen Bryan, called the meeting to order at 5:35 p.m. Present at the meeting were: Al Bryan, Mike Verleger, Mark Marshall, John Benzinger, and Duane Ellis. Also present at the meeting was Mary Ann Kornexl, City Treasurer/Asst. Finance Director.

The minutes of February 12, 2009, Airport Advisory Board meeting were approved as presented.

#### Airport 2008 Finance Report

Mary Ann Kornexl reviewed with the board members the 2008 end-of-year statement of working capital for the airport fund. The report is a good summary of the airport financial operations, and provides detailed information concerning the revenue and expenses incurred during 2008. Overall, the operation of the airport resulted in a little less than a \$2,000 loss based on the documented revenue and expenditures.

#### Airport Manager's Report

John reported that the ground power unit has been delivered, and works extremely well. He has had the opportunity to use it, and he advised the Board that he will develop a charge for its use.

John indicated that the LPV approach to runway 9/27 will be published in August 2009. He also indicated that he has been in discussions with Juan Zapatta, with the Michigan Bureau of Aeronautics, concerning the installation of a PAPI system for the west approach to the runway. John indicated that Juan believes that such a PAPI approach, which already exists on the east approach, is a logical addition to the airport. John is also working on the landscape design for the area surrounding the terminal building. This area was disrupted during the terminal construction process, and the goal is to develop an overall landscaping plan, which will highlight the new building addition. John is targeting a May construction date for this landscaping installation.

John is also working on the development of the closed circuit television camera security system for the terminal building. He has also obtained a price quotation of

approximately \$18,000 from Central Asphalt for the reconstruction of the terminal building parking lot. John is in the process of obtaining the cost estimates for a new airport sign, which would be in a similar color and format to other City of Mt. Pleasant government signs.

#### Miscellaneous

The Board had a general discussion concerning the request for a discount by a fuel user at the airport. Considerable discussion was held and various options were evaluated. The Board was concerned with the potential impact of establishing a policy of fuel discounting. The impact of such a discounting system is not readily foreseeable and the financial impact could be significant on the airport budget. Considering all of these concerns, the Board determined not to make a recommendation to proceed with this program.

The meeting was adjourned at approximately 7:00 p.m.

The next regularly scheduled meeting of the Airport Advisory Board is planned for April 9, 2009, beginning at 5:30 p.m., at the airport terminal building.

