

**City of Grand Haven Airport Advisory Board Meeting
August 24, 2021**

Meeting Minutes:

Meeting Called to Order – Ben Ennenga, Board Chair: Meeting called to order at 5:33 pm.

Roll Call – Chris Kostamo, Board Secretary:

Board Members Present:	Ben Ennenga Dennis Swartout Chris Kostamo Dale Hagenbuch Tom Manderscheid, Liason Earle Bares, Airport Manager
Board Members Absent:	Richard Clapp (excused)
Guests:	Jennifer Bares Mike Dora (GH City Council) Tom Howard

First Call to Audience – Ben Ennenga: Mike Dora, 501 Friant St., thanked the Board and the Airport for a great fly-in event. Jennifer Bares, 14981 Briarwood St., thanked the Board members that volunteered to help at the fly-in. 110 kids were taken on Young Eagles flights and over a thousand people attended the event. Tom Howard, 16661 Pine Dunes Ct., also lauded the fly-in event. Earl Bares reported that the GHAA had their float in the Coast Guard Festival parade on August 7th. The August 21st Airport Fly-In and Open House went very well with about a thousand people in attendance. Eighteen volunteer pilots took about one hundred and ten kids on Young Eagles flights. The next planned GHAA event is the October 30th Halloween Trunk or Treat. Pilots will hand out candy to kids from airplanes parked on the taxiways. The next GHAA meetings will take place on October 6th, November 6th and December 4th. Earl also reported that the EAA Chapter 211 did not have an August meeting but that EAA pilots flew Young Eagles flights and did other volunteer work at the Open House.

Acceptance of July 20, 2021 Board Meeting Minutes – Ben Ennenga: Dennis Swartout moved to accept and Chris Kostamo seconded acceptance of the July meeting minutes. Minutes were accepted unanimously.

New Business:

Update on Minimum Standards for General Aviation and Commercial Aeronautical Activities document: The document is currently under review by the Board which has held three work sessions to date (and has edited the document through paragraph 5.5) Another work session is

scheduled for September 1st with the intention of completing the review to send the revised document to the City Manager.

Election of Board Secretary – Tom Manderscheid: Tom explained that each year in September, a new Board Chair and Secretary are elected. Chris Kostamo nominated Denny Swartout, Dale Hagenbuch seconded the nomination and Mr. Swartout was elected unanimously as the Board Secretary for the upcoming twelve month period.

Election of Board Chairman – Tom Manderscheid: Chris Kostamo nominated Ben Ennenga to continue to serve as Chair, Denny Swartout seconded, and Ben Ennenga was unanimously elected to serve as Chair for the next twelve months.

Old Business: None

Airport Manager Report – Earl Bares, Airport Manager: Earle Bares reviewed his August 2021 Airport Manager's Report. Of note:

- The Jet A fuel tank, pump and POS system is up and running!
- Record fuel sales in July. 100LL sales were down, but Jet A sales were up and total sales came to almost 6000 gallons for the month.
- A question was asked about MKG "poaching" our 100LL fuel sales. Earl said MKG had a lower price and more fuel available in the short term, but that we are still very competitive overall.
- Runway 9/27 rehab project: Final closeout meeting was held with the contractor. The project came in \$44,000 under budget and grass seeding will be complete in the next month or so.
- The annual hangar review and check will be completed soon. This is done to inspect the condition of all the hangars and to check lessee compliance with lease terms.

Administrative Liaison Report – Tom Manderscheid: Tom and Earl discussed the Jet A fuel tank repairs and sales. The actual sale of Jet A fuel has exceeded the planned "business case" amount used to calculate the payback on the fuel tank/pump and POS system. The payback on the tank repair is now less than two years. We are driving fuel sales through price reporting and Facebook ads. Mr. Manderscheid then reviewed the August 24, 2021 financial report. Of note:

- + 30/60/90 day receivables is probably now less than the reported \$3150. Invoices were sent out late by several weeks because the City wants to push payments into the next fiscal year.
- + Closeout meeting on the Runway 9/27 rehab: five runway lights were damaged. At about \$400 per light, the contractor, Michigan Paving, was billed and that amount is reflected in the receivables.
- + Cash balance is at \$83,186, and looking forward after MDOT reimbursements and other planned expenses, there will be an estimated balance of \$226,510.
- + Hangar roofs: As of today (August 24th), the contractor will be back to check leaks in the Skydive hangar roof. Hangar rows D, F and A will have roofs painted. There is

\$44,500 in the airport fund for this project and an RFP will go out in the next couple of weeks.

- + Also, regarding the grant money for the runway rehab project, MDOT wants to close that by September 30th. The \$44,000 savings on the overall project was due to less asphalt used, but since it is paid by grant money, we will not be given that \$44,000.
- + The City DPW is laying sanitary sewer for the housing project near the airport. There will be some digging near the east side of the airport main entry road to tie to the sewer mains.
- + **MAP Virtual Meeting, October 20, 2021, at 10:00am**

Second Call to Audience – Ben Ennenga: Ben Ennenga restated the rules for audience comments.

- Tom Howard commented that since Skydive Grand Haven is bringing in so much traffic and buying a lot of fuel, shouldn't they be getting a discount on the fuel? Ben Ennenga responded that the credit card machine can't know who is buying fuel and the price cannot be changed. Earle Bares mentioned that establishing Minimum Standards requires everyone to be treated equally. He is not in favor of special breaks for any individual customer. Tom Manderscheid explained that Skydive is well treated – they have a good lease, free parking, and now, a working Jet A tank and pump. They are also in the fourth year of a five year lease and they will be talking in the near future.
- No other comments

Adjournment – Ben Ennenga: the meeting was moved for adjournment at 6:462pm by Denny Swartout and seconded by Dale Hagenbuch. Unanimously agreed upon, the meeting was adjourned.

Respectfully submitted,

Chris Kostamo, Secretary