



Transportation and Airport Committee Minutes

Thursday, December 10, 2009 – 09:00 a.m.
Gaylord Regional Airport 1100 Aero Drive
P.O. Box 1396 Gaylord, MI 49734

MINUTES

Commissioner Liss called the meeting to order at 09:01 a.m.

Roll call – Present: Ken Glasser, Robert Harkness, Paul Liss

Excused: John Burt

Others present: Matt Barresi, Theron Higgins

Approval of Minutes

Motion by Commissioner Liss to approve the minutes of Nov 12, 2009. Motion Approved.

Director's Report

A. Airport Manager's Report

1. Airport Financial Report

Barresi presented his monthly financial reports to the Committee. Motion by Commissioner Liss to acknowledge the financial report. Motion Approved.

2. Advisory Candidate Search

Barresi briefed the committee that the county was going to place an advertisement in the local newspaper to announce the search for interested members of the community to apply for a seat on the Advisory Committee.

3. 2009 Overview/2010 Planning

Barresi presented the committee with an airport overview of projects accomplished in 2009 and projects still ongoing. This included a proposal from Sixel Consulting to represent Gaylord to Allegiant Airlines. It was the overall consensus that Barresi should continue discussions with Sixel and report back to the committee as discussions progress toward the possibility of bringing Allegiant Air into Gaylord. Barresi also briefed that MDOT will support planning for the Ramp and SRE building in 2010 followed by construction of the Ramp and possibly the SRE building in 2011.

4. Air Fair

Barresi provided the committee with a brief overview of Air Fair planning which included the hiring of a Dacy Air Shows to represent Gaylord at the International Convention of Air Shows (ICAS) in Las Vegas Nevada last week. As a result of having representation at the convention Gaylord was able to secure the Air Force A-10 demo Team and the Army Golden Knights Parachute Team, funding permitting.

B. Transportations Managers Report

1. Bus Financial Report

Theron provided the committee with a Quickbooks report beginning 1 Oct 09, for fiscal year 2010. Motion by Commissioner Harkness to acknowledge the finance report. Motion Approved.

2. End of Year MDOT Report

Theron provided the committee with a reconciled FY09 Operating Assistance Report(OAR)showing final numbers/statistics for the entire year. Comparing FY08 to FY09 the OCBS had an increase of 8000 passengers. briefed the committee that the county was going to place an advertisement in the paper to announce the search for interested members of the community to apply for a seat on the Advisory Committee.

3. FY09 Audit

Theron briefed the committee that the OCBS annual audit has begun and is near completion, and going very well.

4. Title VI and Limited English Proficiency(LEP)Plan

Theron Explained the requirement, according to the FTA and MDOT, of a need to incorporate an analysis of a Limited English Proficiency(LEP)plan into the Title VI anti-discrimination plan we must certify and have on file with MDOT. Theron informed the committee of the results of an analysis that he performed which was stated and incorporated into the Title VI plan. The analysis was based on demographics and the ability of community members to speak English well enough to use our public transit services. Motion by Commissioner Liss to approve the Title VI and LEP plan. All in Favor, Motion Approved.

The next meeting date will be on Thursday, Jan 14, 2009 at 9:00 am in the airport conference room .

The meeting was adjourned by Commissioner Liss at 10:17a.m.