



Transportation and Airport Committee Minutes

Thursday, Dec 8, 2011 – 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 09:05 a.m.

Roll call – Present: Paul Liss, Ken Borton, Doug Johnson

Others present: John Burt, Theron Higgins, Matt Barresi,

Approval of Minutes

Motion by Commissioner Johnson to approve the minutes of Nov 10, 2011. Motion Carried.

Approval of Agenda

Motion by Commissioner Liss to approve the agenda. Motion Carried.

A. Transportation Manager's Report

1. Bus Finance Report

Higgins provided a QuickBooks Report for the month of Dec 2011. Motion By Commissioner Borton to acknowledge report as shown. All in favor, Motion approved.

2. Audit Status

Higgins informed the Committee that the County Bus annual audit was close to being finished. Draft copy should be available soon, and the auditor is planning to give a briefing concerning our audit at the January Committee meeting.

3. County Line Transfer

Higgins mentioned that he is working closely with Charlevoix County Transit and Straits Regional Ride to improve or attempt to move passengers between counties if the need arises. There has been a small increase lately in passengers requesting to go to another county, and we will coordinate with those other Transit agencies to streamline the transportation.

B. Airport Manager's Report

1. Airport Financial Report

Barresi presented his monthly financial reports to the committee. Motion by Commissioner Borton to acknowledge the financial report. Motion Approved.

2. AAC Members and Bylaws Update

Barresi briefed that the Airport Advisory Committee (AAC) recommends the re-appointment of the following term ending members M. Deerfield, K. Johnson and W. McCoy. The committee showed support and Commissioner Liss made a motion to forward the AAC recommendation to the full board. Motion Approved. Barresi added that the AAC wanted to change the bylaws to increase AAC membership from 9 members to 11 members. The committee showed support with the requirement that the bylaws reflect one of the new voting members should be the County Administrator. Motion by Commissioner Johnson to forward to the full board with support. Motion Approved

3. Turkey Trot, Air Show and Business After Hours Event

Barresi gave the committee an over view of the First Annual Turkey Trot held at the airport. The event organized by the Friendship Housing Center (Friendship Shelter) was attended by an estimated 200 people with over 140 pre-registered to run in advance. The event received wide positive media coverage and not only brought in revenue to the shelter but brought to the public's attention the shelters additional resource and funding needs. Barresi also outlined the preparations being made to promote the 2012 airshow and outlined the performers that had been secured to attend. Mr Burt stated that contracts from the performers were received earlier than last year and had only a slight increase in cost. Lastly Barresi informed the committee that the January 2012 Gaylord Chamber of Commerce, "Business After Hour's" event will be held at the airport. Barresi explained that this would not only be a great way to showcase the airport but also kick off fundraising for the airshow. Alpine Tavern will provide all the food and beverages including beer and wine and Barresi is working to have informational material and giveaway items ready to hand out to attendees. Commissioner Borton asked if the event will cost the airport any money and Barresi explained that it would not. Only volunteer and donated material will be used to put the event on. Higgins expressed support from his department as needed.

4. Explorer Solutions

Barresi updated the committee that the Advisory was moving forward and meeting on Monday the 12th with a representative of Explorer Solutions. The meeting is the first step in the process to bring new business to the Gaylord Airport. Although Funding has been secured for both Phase I & II of the project the Advisory will continue to seek funding sources for Phase III.

The next meeting date will be on Thursday, Jan 12, 2011 at 9:00 am in the airport conference room.

The meeting was adjourned by Commissioner Liss at 9:48 am.