

In Regular Session Tuesday, August 14, 2007 at 5:20 PM in Town Hall Council Chambers, 323 W Michigan Ave, Marshall, MI, Chairperson Tom Woods called the Marshall Airport Board meeting to order:

Present: Jeff Begg, Chuck Dobbins, Mike Hindenach, Mike Olson, Bill Ross and Tom Woods
Absent: Jase Bolger and Ron Goodwin, Council Liaison
Others Present: Mitch Price, Airport Manager; Mayor Bruce Smith; Chris Olson, City Manager

Approval of Agenda

Add FBO Report. Add under Old Business: Stan Lathrop Presentation.

By consensus, agenda approved on a voice vote, motion carried

Approval of Minutes

Motion by Begg; supported by Olson, to approve the July 10, 2007 minutes as submitted; on a voice vote, motion carried.

Treasurers Report

None submitted.

Airport Manager's Report

Update:

- Administrative Reports for the runway rehabilitation project have been submitted to Council for the August 20, 2007 meeting.
- There is a pre-construction meeting scheduled on August 23, 2007 at 2:00 pm with respect to the rehabilitation project. Representatives from Mead & Hunt, MDOT Aeronautics Division and Michigan Paving, along with the airport manager will meet at Brooks Field.
- The airport manager has received calls regarding the lack of a fixed-base operator at Brooks Field. (No FBO for 7 months)
- Both fuel pumps have been replaced and are operational.
- Approximately \$13,200 in gas sales over the summer. Lathrop has kept excellent records of sales and reported to the City accordingly.

FBO Report

As reported by Lathrop:

- * Top Gun at Brooks Field – went well – they are very interested in continuing to visit Marshall (it's one of their top 3 venues).
- * Received one complaint about the noise; Lathrop addressed the issue and the person left happy.
- * There was no interruption in service for SkyDive Michigan or any other operations at the airport while Top Gun was present.
- * There is 3,400 gallon of fuel in reserve.

- * The weather computer has been repaired and is operational.
- * Overall, everything is running good at the airport.

Old Business

Stan Lathrop – FBO Presentation – letter to the Board

- Lathrop, again, expressed his desire to become the FBO at Brooks Field.
- Reviewed his plan should he become the FBO -
 - Offer a welcoming environment
 - Implement the business plan as presented previously to the Board
 - Will make a long-term commitment
 - Accepts Brooks Field 'as-is' and will make day-to-day cosmetic repairs
 - Business hours will be from 9:00 am to dusk, except for a few holidays.
 - Is willing to work with the City of Marshall
 - Is willing to work with all operations currently at Brooks Field.

Motion Begg; support Hindenach; recommends the City engage in contract negotiations with Stan Lathrop to become the Brooks Field fixed-base operator.

Board discussion included:

- * In contract – address 'gateway to community' clause to assist the City and FBO in establishing Brooks Field as a community marketing tool.
- * The City's view on the necessary components for the fixed base operator.

On a voice vote; motion carried unanimously.

New Business

None

Public Comment

Mayor Smith commented that Steve Dean, mason, will move forward with the repair to the building. Also commented that a decision on the FBO be made quickly; as it didn't seem fair for Lathrop to keep the airport operational without any type of compensation.

Member Comment

- * Member Ross commented that the prospects for growth at Brooks Filed is minimal without an investment by the City; specifically, purchase of a card reader for the fuel system.
- * Member Hindenach passed out the 2000-2001 Needs Assessment Survey for Board review. The Survey needs to be updated; requests Board members to review and submit comments directly to him.
- * Member Dobbins thanked City Manager Olson for the information he provided.
- * Member Olson commented that we must pursue other avenues for funding projects at Brooks Field and strongly encourages the airport manager and the FBO to collaborate in this effort.

Next Meeting Date

Marshall Airport Board, Regular Session
Tuesday, August 14, 2007

Tuesday, September 11, 2007 at 5:15 – Town Hall Council Chambers.

Adjournment

Meeting adjourned at 6:20 pm.

Respectfully submitted,

Cris Roberts

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