

**Grand Haven Memorial Airpark  
Airpark Board Meeting Minutes  
January 23, 2018**

**Meeting called to order:** at 5:35 pm

**Chairperson Ben Ennenga**

**Present:** (Board Members) Craig Christilaw  
Richard Klapp  
Ben Ennenga  
Jack Frost  
Chris Kostamo  
Tony VanHouwelingen

Tiffany Bowman (Board Liaison)  
Earle Bares (Airport Manager)  
Pat McGinnis (City Manager)

**Absent:** None

**Guests :** None

**Motion** by Craig Christilaw, supported by Ben Ennenga to approve the Board Meeting minutes of December 19, 2017. Motion passed unanimously.

**Call to Audience:**

**Earle Bares speaking on behalf of Grand Haven Aviation Association and EAA Chapter 211:  
Grand Haven Aviation Association:**

**Dawn Patrol:** GHAA is moving the date of the Dawn Patrol next year to June 2 in an effort to have fewer area events competing with the Dawn Patrol.

**Playground Swing:** GHAA has received funding from the Eagles for a swing set for the airport grounds. The swing set will be placed in the same location as the previous set.

**EAA Chapter 211 :** Chapter 211 meeting was canceled in January due to the weather.

**New Business:**

Review of memo from Pat McGinnis, City Manager, to the City Council regarding Airport Engineering Services and current airport projects:

Pat reviewed with the board the fact that 20 new trees have been identified that are encroaching on the east approach to the airport that now need to be removed using 100% local funds. The City is waiting for a quote from a trusted local source to remove the trees. The goal to have this done is by end of this February. Once the trees are removed and our airport license

reissued, we will be eligible to use \$129,620.00 in Federal funds from 2014 for pavement and apron maintenance and rotation beacon rehabilitation. The funds need to be used by Sept 30, 2018 or they become unavailable.

Pat discussed with the board securing a contract for engineering services with Prein & Newhof for the above projects.

A motion was made by Frost and seconded by Christilaw to recommend to City Council to utilize Prein & Newhof engineering services for this years proposed rehab projects at Grand Haven Airpark. The motion carried unanimously.

Richard Klapp, who was in attendance at his first board meeting, asked about the timing of projects. Tiffany indicated she would have more information for him at the next meeting.

Ben Ennenga mentioned a newspaper article about City Council looking for different options to fund the airport.

Richard Klapp and Chris Kastamo asked about the possibility of holding fundraising type events at the airport and what the process was. A general discussion ensued. Tiffany said she would add a special events agenda to the next board meeting.

#### **Old Business:**

**Tree Trimming Update:** The tree trimming on E61 has been awarded to Midwest Tree. They are scheduled to do the work within the next two weeks. As mentioned in new business, 20 more trees have been identified as being in airspace violation and a City is waiting for a bid from a local company to deal with those trees.

#### **FBO Report:**

#### **Earle Bares ( Airport Manager )**

Earle reported that the weather has played a major role in airport operations and activities. However, even with the significant weather events, including having to close the airport for several days due to snow and unsafe runway conditions, December was still a record aircraft activity and fuel sales month as compared to the previous four years!

Earle discussed his emphasis on airport operations safety and again, described the City's snow removal efforts as very good.

**See flyer for additional FBO report information**

#### **Administrative Liaison Report:**

**Tiffany Bowman**

#### **Accounts Receivables:**

Accounts receivables arrears to date are \$19,907.00 as of 12-13-2017. This is increased due to the invoices just being sent out for the hangar rental for next quarter.

#### **Liquidity:**

The Airport fund cash balance as of 12-31-2017 stands at \$206,509.00. This includes an insurance reimbursement check for \$148,030 and a reimbursement check for the E61 easement of \$52,000.00

**Provisional License:** The airport is currently on a provisional license pending the trimming of some trees that are encroaching the runway. The license is extended to 2/16/18. Those trees were removed but unfortunately there were 20 additional trees that were identified when the airport was resurveyed by Prein & Newhof. MDOT will not restore the general license until the additional trees are removed. Get-r-Cut will then be scheduled to remove the trees. MDOT has been contacted and will extend the provisional license if required.

**MDOT Contract for Apron, Taxiways and Beacon Design:**

Even though the airport is on a provisional license, MDOT did approve a modified contract to begin the apron, taxiway, and beacon design. This project will move as quickly as possible due to the fact that the \$129,620.00 in funds will expire on September 30 and the construction of the projects needs to be completed by this date.

**Airport Hangar Eviction:**

We have issued four eviction letters for hangars in the H,G, and F, hangars. The four hangars will be vacated by April 1<sup>st</sup> and will then be available for planes.

**2<sup>nd</sup> Call to Audience:**

Richard Clapp asked about the possibility of selling aviation fuel to classic car enthusiasts. It was explained that because of tax structure ( no road tax, etc. added ) and potential safety concerns that is not a viable option.

**Motion** made by Jack Frost and supported by Craig Christilaw to adjourn the meeting at 6:57pm. Motion passed unanimously.

Respectfully submitted,

Jack Frost  
Airpark Board Secretary