

**Grand Haven Memorial Airpark
Airpark Board Meeting Minutes**

May 21, 2018

Meeting called to order: at 5:33 pm Chairperson Ben Ennenga

Present: (Board Members) Craig Christilaw

Ben Ennenga

Rick Clapp

Tiffany Bowman (Board Liaison)

Earle Bares (Airport Manager)

Absent: Jack Frost (excused)

Chris Kostamo (excused)

Tony VanHouwelingen (excused)

Guests: George Brewer (Orion Aircraft Services)

Dennis Scott (Grand Haven City Council)

Motion by Craig Christilaw, supported by Ben Ennenga, to approve the Board Meeting minutes of April 23, 2018. Motion passed unanimously.

Call to Audience:

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

GHAA – Dawn Patrol is Saturday, June 2, 2018. Swing set and fuel tank projects nearly complete. Airport open house is July 14, 2018.

EAA Chapter 211 – Guest speaker was pilot/builder Herb Harney.

New Business:

Dawn Patrol 2018 still needs volunteers. Cost of Dawn Patrol has increased due to Health Inspection (\$155) and a requirement for liability insurance. Association is planning breakfasts for 500 guests.

Old Business:

Hanger Door Project : T-Hanger door bids were received from two bidders, and low bidder will probably be awarded the job. Community Hanger Door project still does not have any bidders. Tiffany Bowman and Earle Bares are actively seeking prospective bidders, but this project may be delayed until the end of summer to facilitate the needs of Skydive Grand Haven, the current tenant of the Community Hanger. June through September is the busiest time of the year for Skydive Grand Haven, and we do not want to create any problems for Tony Gwinn and his skydiving operation.

Apron and Taxilane project: A single bid was received, and will be discussed and voted on at the City of Grand Haven City Council meeting on Monday, May 21, 2018. Work would include taxilanes for D, E, F, G hangers and all of pavement on the south side of the airport terminal building.

Airport Manager Report:

Airport Manger Earle Bares reports record fuel sales in April 2018, the airport has passed recent FAA Flight Checks of instrument approaches and lighting. The PAPI approach lights have been commissioned. Mary Creason's Grumman aircraft has been sold, but the airport added a Parker Teeny Two aircraft to 3GM. Airport open house will be July 14th, 2018. An Airport Emergency Plan has been formulated and posted on the wall near the AED Defibrillator. The airport rotating beacon has been repaired. The Grand Haven Airport is considered an emergency airport by Chicago Center ARTCC and the Michigan National Guard.

Administrative Liaison Report:

Accounts Receivables –

Accounts receivable are \$7422.00 as of 4/30/2018.

Liquidity –

Airport fund cash balance is \$223,181.14 as of 4/30/2018. This includes an insurance reimbursement check for \$148,030.00 and a reimbursement check of \$52,000.00 for Parcel E61 easement.

Apron and Taxilane Project –

See Old Business

Beacon Light Project –

Rotating beacon RFP should be released soon for bidding.

Crack Sealing and Pavement Marking Project –

Plans for Fiscal year 2018 include rehab of Runway 18/36 and Taxiways A and B.

Hanger Door RFP –

The hanger door RFP had been re-released on the City of Grand Haven website. Vendors have been contacted to encourage them to submit bids. This bid includes Community Hanger and hanger doors A1, A5, A7, and A10. Bid opening scheduled for May 18, 2018.

Second Call to the Audience:

George Brewer of Orion Aircraft Services requested that the Maintenance Hanger issues (hanger door seal, roof leak, damaged wall siding) be addressed and repaired. Tiffany Bowman and Earle Bares will obtain bids from outside contractors to repair the maintenance hanger.

Adjournment:

Motion made by Rick Clapp, supported by Craig Christilaw, to adjourn the meeting at 6:44 pm. Motion passed unanimously.

Respectfully submitted,

Craig Christilaw

Acting Airpark Board Secretary