



LOWELL AIRPORT BOARD

Wednesday, January 10, 2018 AT 7:00 P.M.

LOWELL CITY AIRPORT

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF ABSENCE(S)
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. Minutes from December 13, 2017
5. FINANCIAL REPORT(S)
 - a. Financial Statement
 - b. Check Disbursement
6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
7. OLD BUSINESS
8. NEW BUSINESS
 - a. Approval of 2018 meeting dates
9. BOARDMEMBERS COMMENTS
10. ALEX TAYLOR UPDATE
11. AIRPORT MANAGER'S REPORT
 - a. Snow plow update
 - b. Frozen pipe & repair plans
 - c. Think Spring discussion
 - c. 2018 tenant survey
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD
WEDNESDAY, DECEMBER 13, 2017 AT 7:00 PM

1. CALL TO ORDER; ROLL CALL

The meeting was called to order at 7:00 p.m. by acting chair Dave Pasquale. Pasquale also called roll.

Present: Eric Nelson, Jeff Altoft, Paul Nicholls, Jim Myaard and David Pasquale

Absent: Chairman Tom Grimm, Jeff Ostrander and Lori Gerard

Also Present: Bob Bourgette, Greg VanStrien, Alex Taylor and Casey Brown

2. APPROVAL OF ABSENCES

Altoft moved and Myaard seconded to approve the absences of Grimm and Ostrander. Motion carried.

3. APPROVAL OF THE AGENDA

Nelson moved and Altoft seconded to approve the agenda as written. Motion carried.

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Nelson moved and Myaard seconded to approve the minutes of November 8, 2017 as written. Motion carried.

5. FINANCIAL REPORTS

Altoft moved and Myaard seconded to approve the financial reports. Motion carried.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

None.

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

Nelson questioned if the airport could purchase fuel without paying taxes. Brown stated he will investigate this.

10. AIRPORT MANAGER'S REPORT

- a. Bonanza update – Brown stated the plane is gone! It was removed by the owner Tom Tibble.
- b. Alex Taylor – Boeing Challenge update – Brown stated that they have established office space. Taylor is also working with GR Makers which is a community facility with resources for entrepreneurs to work on their projects.
- c. Merry Christmas – Brown thanked everyone for all the work they have done to improve the airport and wished them a Merry Christmas.

Pasquale moved and was seconded by Altoft to adjourn at 7:28 pm. Motion carried.

Respectfully submitted
Lori Gerard

**AIRPORT FUND
FINANCIAL STATEMENT
January 8, 2018**

BEGINNING CASH JULY 1, 2017	\$47,461.00
TIE DOWN FEE	\$20.00
HANGAR RENT AND DEPOSITS RECEIVED	\$16,730.00
MISC. INCOME – FLY IN	\$1,025.00
FUEL SALES	\$6,680.68
TRANSFER IN FROM GENERAL FUND FLY IN	
TOTAL REVENUES TO DATE:	\$71,916.68
EXPENDITURES TO DATE:	
OPERATING SUPPLIES	\$8,119.31
PROFESSIONAL SERVICES/AUDIT FEES	1,147.00
CONTRACTUAL INSURANCE	\$3,063.00
PUBLIC UTILITIES	\$1,212.10
REPAIR & MAINTENANCE	\$2,813.22
MISC. EXPENSE (PROPERTY TAXES VERGENNES TWP)	\$8,698.65
RENTALS	
PREPAID INSURANCE	
CAPITAL OUTLAY	\$4,800.00
GENERAL FUND LOAN PAYMENT	
*EXPENSES TO LAST FISCAL	\$795.27
**PREPAID EXPENSE FOR INSURANCE.	
TOTAL EXPENSES:	\$30,648.55
ENDING CASH: January 8, 2018	\$41,268.13

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
 CHECK DATE FROM 12/13/2017 - 06/30/2018

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 581 AIRPORT FUND							
12/15/2017	GEN	70528	CONSUMERS ENERGY	ACCOUNT STATEMENT	920.000	000	43.98
12/15/2017	GEN	70531	DICKINSON WRIGHT PLLC	LEGAL SERVICES	801.000	000	111.00
12/15/2017	GEN	70567	STORMZAND ASPHALT MAINTENANCE	AIRPORT ASPHALT REPAIRS	132.000	000	4,800.00
12/15/2017	GEN	70575	VERGENNES TOWNSHIP TREASURER	AIRPORT TAX 41-16-35-100-601	955.000	000	2,466.46
12/22/2017	GEN	70587	FIRE PROS INC.	AIRPORT EXTINGUISHER INSPECTIONS	740.000	000	377.75
01/04/2018	GEN	70618	VERGENNES BROADBAND	AIRPORT INTERNET	955.000	000	49.99
Total for fund 581 AIRPORT FUND							7,849.18



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085

Lowell Airport Board Meetings

2018 Schedule

**Meetings will be held on the 2nd Wednesday of each month at 7:00 pm
Lowell City Airport
730 Lincoln Lake**

Regular Meeting Dates

January	10
February	14
March	14
April	11
May	9
June	13
July	11
August	8
September	12
October	10
November	14
December	12