

**AGENDA**  
**BOARD OF AIRPORT COMMISSIONERS**  
**DECEMBER 14, 2005**  
**4:00 P.M.**

**MONTHLY REPORTS**

1. Minutes of October 26, 2005
2. October & November Warrants
3. November Operating Statement

**OLD BUSINESS**

1. Construction Project Updates
2. Airline Bankruptcies Update

**NEW BUSINESS**

1. South End Development Mitigation Site Management
2. Aviation Support Hangar Financing
3. Terminal Advertising
4. Echo Aquarium Display

**MANAGER'S REPORT**

1. Airline Lease Negotiations Update
2. Manager's Role at City Hall
3. Enplanement Trends Discussion
4. Staff Goals for 2006

**OTHER BUSINESS**

1. Other Business
2. Next Meeting Date
3. Adjournment

**MINUTES  
BOARD OF AIRPORT COMMISSIONERS  
WEDNESDAY, DECEMBER 14, 2005  
4:00 P.M.**

**PRESENT:**

Michael Flaherty  
Bobby Miller  
Miro Weinberger  
Mary Sprayregen  
Huck Gutman

Brian Searles  
Robert McEwing  
Lynn Zizza  
Tamara Gagne

The meeting was called to order by the Chairman, Mr. Flaherty at 4:20 p.m. with the above referenced present.

**MONTHLY STATEMENTS:**

Mr. Flaherty complimented the quality of the minutes from the October 26, 2005 meeting and then made a motion to approve them as presented. Seconded by Mr. Gutman. Minutes passed in favor.

The October and November warrants were accepted and received signature by the Board.

The October and November operating statements were presented for review.

**AIRPORT PROJECTS:**

Mr. McEwing presented the construction updates. The **Aviation Support Hanger** is constructed, the roof is complete and the interior partitions are being started. The overhead door is scheduled to be delivered and installed this week.

The **North End Apron** is complete and temporary lighting is being used until the terminal expansion starts at the beginning of April.

The project at the **Army Guard** is currently several weeks ahead of schedule and work on the concrete and steel has begun.

The wetlands in the **South End Development project** are in the process of being filled. The airport is having a ground breaking ceremony on December 15<sup>th</sup> at 3:00 p.m. on the Army Guard Road. This project has been in the works for 15+ years and the contract was awarded to SD Ireland whose bid was considerably lower at \$2.8 million. The airport will also receive \$1 million in discretionary funds from the FAA. Discussion.

**AIRLINE BANKRUPTCY:**

Mrs. Gagne reported that it was discovered that the lease agreement the airport has with Northwest was actually signed by Pinnacle Airlines, which is not under the Chapter 11 bankruptcy. This means that they are 100% responsible for the invoices and that the airport is currently working diligently to collect the money owed. Mr. Gutman advised his concerns regarding the magnitude of their debt and stated that Joe McNeil should be called. Discussion.

**NEW BUSINESS:**

The **South End Development Mitigation Site** has 50+ acres being reserved for mitigation in Muddy Brook. The airport will ask Winooski Valley Park Management to manage as referred by South Burlington.

The contract is still under negotiation for the **ASH Support Hangar** between the FBO AvCenter and Heritage Flight. Mr. Miller will be a liaison for the Commission. Discussion.

Interspace which handles the **terminal advertising** is looking to develop the new skywalk area. Mrs. Gagne explained the areas and received concurrence from the commission.

**Echo at the Leahy Center for Lake Champlain** has asked the airport to put a 5 x 8 x 6 aquarium tank in the terminal which would promote the Echo Center. Freeman French and Freeman are currently looking into four locations. Mr. Searles stated that it hasn't been worked out who will pay for what.

**MANAGER'S REPORT:**

**Airline Lease Negotiations** are in effect and are being lead by Joe McNeil for a five year term. The airport will keep the fees low as to attract airlines to service BTV. Mr. Searles stated that the seven carriers that are currently serving BTV will probably turn into five carriers in the next three years. Mr. Gutman advised that he would like the commission apprised of any updates.

Mr. Searles advised the commission of his **Manager's Role at City Hall** being mostly contract negotiations and assisting the HR department if needed.

The **Staff Goals for 2006** were presented to the commission by a Powerpoint presentation. Mr. Gutman suggested that the commission be involved in the short and long term plans for the airport. Mr. Gutman also stated that employee recognition was a great idea and that it has been lacking in the past, maybe an event like a summer picnic would be beneficial. It was also acknowledged by Mr. Gutman that the airport would reap many benefits and receive good publicity for purchasing a hybrid vehicle.

Mr. Gutman expressed his appreciation for the presentation, saying it was helpful in understanding Mr. Searles goals for the airport.

The commission discussed the schedule for the next meeting, January 26, 2006 at 4:00 p.m. Mr. Miller stated that he would need to leave by 6:00 p.m.

There being no further business, the meeting adjourned at 6:15 p.m.

Respectfully Submitted,

Lynn M. Zizza for  
Tamara S. Gagne  
Clerk of the Board

**AGENDA**  
**BOARD OF AIRPORT COMMISSIONERS**  
**OCTOBER 26, 2005**  
**4:00 P.M.**

**MONTHLY REPORTS**

1. Minutes of September 28, 2005
2. September Warrant
3. September Operating Statements

**OLD BUSINESS**

1. Aviation Support Hangar (ASH) Update
2. Note II Update
3. Airline Bankruptcy Update

**NEW BUSINESS**

1. "In the News" Briefing
2. City Council Communication
3. Wifi Update

**MANAGER'S REPORT**

1. FAA ATC Issue
2. Forecasting Conference Summary
3. Legislative Update

**MINUTES**  
**BOARD OF AIRPORT COMMISSIONERS**  
**WEDNESDAY, OCTOBER 26, 2005**  
**4:00 P.M.**

**PRESENT:**

Michael Flaherty  
Bobby Miller  
Miro Weinberger  
Mary Sprayregen  
Huck Gutman

Brian Searles  
Robert McEwing  
Lynn Zizza  
Tamara Gagne

The meeting was called to order by the Chairman, Mr. Flaherty at 4:10 p.m. with the above referenced present.

Mr. Flaherty introduced new commissioner, Mary Sprayregen

**MONTHLY STATEMENTS:**

The minutes of the previous board meeting were reviewed. Mr. Flaherty made a motion to approve the minutes of September 28, 2005 as presented. Seconded by Mr. Miller. Minutes passed in favor.

The September warrant was accepted and received signature by the Board.

The September operating statement was presented for review. Ms. Gagne stated that the "net loss" was not due to a lack of revenues and that the airport had made a revenue bond payment. Mr. Miller inquired how often these payments are made and Ms. Gagne responded twice a year. Ms. Gagne also stated that the parking revenues and the enplanements were up. Mr. Searles included that the garage needed to be closed last week during peak flight times. Mr. McEwing declared that the garage was not built to support peak demand as the cost would be too great.

**AIRPORT PROJECTS:**

Mr. McEwing presented the status of the ASH project. The 40,000 square foot facility was a week behind schedule caused by the recent wet weather. The steel has all arrived except for the columns. The NOTE 2 project has also been delayed due to the wet weather and the concrete was unable to be poured.

**AIRLINE BANKRUPTCY:**

It was reported that the pre-petition debt for Northwest is approximately \$123,000 and Delta's is approximately \$88,000.00; these totals do not include the billing for September which will add another \$20,000.00. Ms. Gagne reported that United was going to pay their pre-petition debt of \$23,000.00 from their past bankruptcy and that USAir had rejected their lease and that the airport would calculate any losses into their new lease which will be renewed in June 2006.

**IN THE NEWS:**

Mr. Searles briefed the commission on the F16 crash that occurred over six months ago which resurfaced on the front page of the Burlington Free Press. The article generated many phone calls from local residents. The Guard's lease was also brought up, which is all based on the war and has no real political support. Another concern was that the base was becoming full time, which is untrue the base is only utilized as a training resource. Discussion.

**CITY COUNCIL COMMUNICATION:**

Mr. Searles stated that the City Council Communication was being dealt with and that he was not concerned with the performance of TSA.

**WIFI UPDATE:**

Ms. Gagne reported that she, Mr. McEwing and Mr. Weinberger attended a session with a consultant from Airport Network Solution. Ms. Gagne stated that the consultant was very knowledgeable and hired to educate them. Mr. Weinberger stated that going into this he felt the airport should offer this service free but learned that there are many pitfalls associated with giving this kind of service away. This service would be most utilized by the business traveler, who's not only willing to pay for service but may be required to under their corporate policy to ensure use of safe internet. Mr. Searles informed the commission that he was attending an AAAE conference next week to learn more about how to do this correctly. The airport would need to recover the on going and up front expenses. Discussion.

**MANAGER'S REPORT:**

Mr. Searles informed the commission that the airport is missing an important part of its operation by not having 24 hour **ATC coverage**. The airport has considerable activity after the tower closes. Mr. Searles stated that he had spoken to congressional delegation as step two to the letter he had written and was told that change was not likely. Mr. Flaherty suggested that the airport could fund these hours since the closure is due to the required FAA's budget problems. Discussion.

Mr. Searles briefed the commission on the **Forecasting Conference** that he and Mr. McEwing attended. All agreed that out of the six legacy airlines that American and Continental are the strongest and that only three or four of them will survive. The airport may also see the low cost carriers strengthen; the strongest being Jetblue, Southwest, Frontier and AirTran. The number one problem is ticket prices and the cost of fuel, being 15% higher than last year. The airport will also see the number of different kinds of airplanes reduced, with the regional jet becoming obsolete. Discussion.

The airport was contacted by the **St. Hubert Airport**; they are contemplating restarting their facility for commercial service. They are located south of the St. Lawrence and would be convenient for millions of passengers. The airport was also approached by **Skybus** which is a start up airline concept that is modeled after Ryan Air in Europe. The concept is to operate out of BTV without paying terminal rents or landing fees; this will not be dismissed but appears to have no real validity.

Mr. Searles stated that the communications with **AirTran** will be re-initiated.

There being no further business, Mr. Flaherty made a motion to adjourn. Seconded by Mr. Gutman. The meeting adjourned at 5:30 p.m.

Respectfully Submitted,

Lynn M. Zizza for  
Tamara S. Gagne  
Clerk of the Board



**AGENDA**  
**BOARD OF AIRPORT COMMISSIONERS**  
**SEPTEMBER 28, 2005**  
**4:00 P.M.**

**MONTHLY REPORTS**

1. Meeting minutes of August 25, 2005
2. July Warrant
3. Operating Statements

**OLD BUSINESS**

1. Construction projects (General update)

**NEW BUSINESS**

1. Awarding of Ground Services Contract

**MANAGER'S REPORT**

1. Enplanements for July/August
2. Update on Northwest and Delta bankruptcy issues
3. Changing schedules: Atlantic Southeast Airlines, Comair, jetBlue, and Independence Air
4. Technology Update: WiFi and Web Site
5. General Discussion

**MINUTES**  
**BOARD OF AIRPORT COMMISSIONERS**  
**WEDNESDAY, SEPTEMBER 28, 2005**  
**4:00 P.M.**

**PRESENT:**

Michael Flaherty  
Bobby Miller  
Miro Weinberger

Brian Searles  
Huck Gutman  
Lynn Zizza

The meeting was called to order by the Chairman, Mr. Flaherty at 4:10 p.m. with the above referenced present.

**MONTHLY STATEMENTS:**

The minutes of the previous board meeting were reviewed. Mr. Flaherty made a motion to approve the minutes of August 24, 2005 as presented. Seconded by Mr. Miller. Minutes passed in favor.

The August warrant was accepted and received signature by the Board.

The August operating statement was presented for review. Mr. Searles stated that he was just learning how to interpret the reports and supplied a current version of the accounts receivable list, adding that they looked much better than the operating statement showed. Discussion.

Mr. McEwing entered the meeting at 4:25 p.m.

**OLD BUSINESS:**

Mr. McEwing updated that there was a lot of work going on in the N.O.T.E 2 project and that the concrete was planned to be poured tomorrow. The utility work was almost complete with the apron expected to be ready in November. Mr. McEwing also advised that Engelberth had expressed some concern about waiting until April for the terminal construction, but stated with winter approaching construction is just not ideal. The airport would pay Engelberth for advanced purchases and storage of long lead items such as passenger boarding bridges so everything is in place for the start of construction in the spring.

Mr. McEwing also advised the board that the airport was hopefully on the proposed way to solving the deicing problem, by injecting it into the ground. It was just learned at a conference in Toronto that Ottawa had received an award for this very procedure. This could save the airport millions of dollars.

Under the ASH project the footings and the foundation are complete.

#### NEW BUSINESS:

The Ground service contract received only one bidder, C.A.H. Services who is the current provider. Mr. Searles stated that he had met with Mr. Hennigar and felt that this was going to be a good contract for the airport and that he was very impressed with their operations.

#### MANAGER'S REPORT:

Enplanements were down less than 1% from July 2005. Mr. Gutman asked if gas prices were going to affect the long term and Mr. Searles stated that the airport has not seen any reflection in ticket prices yet and that the airport is not concerned by this decrease in enplanements. Discussion.

The bankruptcy total is approximately \$175,000.00, with \$80,000.00 for Delta and \$95,000.00 for Northwest. Mr. Gutman stated that he was concerned that the airport could continue to absorb these losses. Mr. Searles advised that for the time being the airport could with no ill effect.

The airport has had some airline schedule changes from Delta. They'll be dropping four flights to Boston and adding two flights to Atlanta. The airport believes that this reduction in service to Boston is temporary and that the service will be restored.

The Wifi project has been researched and it appears that the airport would be eligible for the Leahy grant. The airport would need to apply and get the pricing; Mr. Searles stated that it's a simple process and it would not affect the airport's timeline. Mr. Weinberger stated that he was surprised that the airport needed a grant to fund \$15,000.00. Mr. Weinberger also stated that he was concerned about the required rate structure associated with the grant and any local charge to the passengers. Mr. Weinberger suggested that jetBlue could be a potential sponsor as they do in JFK or the airport could offer it free as goodwill. Discussion.

The airport has learned that the Chamber of Commerce is very interested in being apart of the airport's website. Mr. Gutman stated that he felt this was a great idea and that they're the right people for the job.

Mr. Gutman stated that since there may be hard financial times ahead the airport should approach additional expenditures carefully. It's very important that the airport continue to pay its own way. The airport needs to carefully forecast revenues and assess the impact of significant drops in enplanements. Mr. Searles stated that 50% of the enplanements come from the airport's legacy airlines that are in trouble. It is believed that the relationship between these airlines and the airport will remain the same and that these airlines will not pull out of Burlington.

Mr. Gutman also stated that the commission has had a lot of faith in Mr. McEwing and Mrs. Gagne and that the commission depends on them to get honest answers.

Mr. Miller made an inquiry regarding the ATM contract. It was stated that the airport receives a flat monthly fee. Mr. Miller suggested that the airport needs to look into getting revenues from each withdrawal. This could be a good source of additional revenue.

Mr. Searles stated that he had completed all his interviews with each employee and that he'd have an update at the next meeting on the organization.

Mr. Searles also stated that he'd like to permanently set the commission date for the last Wednesday of every month. The commission was all in favor.

There being no further business, Mr. Flaherty made a motion to adjourn. Seconded by Mr. Gutman. The meeting adjourned at 5:20 p.m.

Respectfully Submitted,

Lynn M. Zizza for  
Tamara S. Gagne  
Clerk of the Board

**AGENDA**  
**AIRPORT BOARD OF COMMISSIONERS**  
**THURSDAY, AUGUST 24, 2005**  
**4:00 p.m.**

**MONTHLY REPORTS**

1. Minutes of June 28, 2005
2. July Warrant

**OLD BUSINESS**

1. Update N.O.T.E. 2
2. Update ASH Project
3. Update on Pratt & Whitney Project

**NEW BUSINESS**

1. Ground Services Contract
2. Janitorial Services Contract (Interviews)  
Premier Services Inc.  
Global Industrial Services Inc.

**MANAGER'S REPORT**

1. Agreement with USAirways
2. Report on Enplanements (July, 2005)
3. Update on Northwest and Delta
4. General Discussion of Commission Goals

**MINUTES**  
**BOARD OF AIRPORT COMMISSIONERS**  
**THURSDAY, AUGUST 24, 2005**  
**4:00 P.M.**

**PRESENT:**

Michael Flaherty  
Bobby Miller  
Miro Weinberger  
Huck Gutman

Brian Searles  
John Hamilton  
Robert McEwing  
Ron Sweeney  
Lynn Zizza

The meeting was called to order by the Chairman, Mr. Flaherty at 4:10 p.m. with the above referenced present.

**MONTHLY STATEMENTS:**

The June minutes were not available for review. Discussion.

Mr. Searles stated that it was brought to his attention that the minutes are not usually available in a timely fashion due to the work load of the current clerk, Ms. Gagne. He suggested that someone be hired from the outside to come in and do them; the cost would be minimal. The board expressed concern that they would still want Ms. Gagne to attend the meetings. It was also suggested that Ms. Zizza might be available and Mr. Searles would speak to her to discuss.

The June and July warrants were approved and signed by the board. Mr. Weinberger brought up a concern that he had regarding the "signing of the warrants". Mr. Gutman advised that it's worth the board reviewing but that the responsibility is not like in the past; he then raised a couple questions on some vendor payments.

**OLD BUSINESS:**

Mr. McEwing presented project summaries for the following projects: N.O.T.E 2, ASH, and Pratt & Whitney.

The N.O.T.E 2 project is on target and the FAA parking lot has been reoriented with the plowing of dirt started. Mr. McEwing advised that Engelberth is not willing to start construction during the winter season and advised a start date of April 1, 2006 with a completion date of next summer. The apron is expected to be done this year.

Under the ASH project Building 880 has been removed and the steel is scheduled for delivery on October 23<sup>rd</sup>.

Pratt & Whitney has decided that they are not yet ready for a new hanger and will decide based upon their completed master plan. The estimated time frame for a decision is next summer with construction completed by April 1, 2007.

The Act 250 permit was received today on the Wetland fill for the South End Development project. The question has come up of how the airport is going to fill the 450,000 yards of wetlands and the answer is from sites off airport, like the Kennedy Drive project. Mr. McEwing also stated that the airport needs to have control of what goes in.

Mr. McEwing also noted that the airport had purchased the last house on Airport Drive extension.

#### NEW BUSINESS:

The Ground Service contract received only one bidder, C.A.H. Services who is the current provider. Mr. Searles stated that there was a "wrinkle" in the contract and would be meeting with Curt Hennigar in two weeks to get a better understanding.

The Janitorial contract received two bidders, Global Industrial Services, Inc. and Premier Services, Inc. There was a significant price difference between the bidders with Global bidding \$1,866,000.00 and Premier bidding \$2,156,250.00. It was due to this discrepancy and fact that Premier Services, Inc. is the incumbent that both were asked to the meeting.

#### Global Presentation:

Scott Schwartz, Dan Williams and Perry Fine entered the meeting. Mr. Schwartz indicated that Global's slogan is "We deliver what we say" and we will sign that our locked three year contract will not go over or require help from the airport. Global currently services the Tampa, Sarasota and Fort Myers airports. Discussion.

#### Premier Presentation:

Chuck Rolecek, Bill Weigle and Todd Bianchi entered the meeting. Mr. Rolecek stated "that they have first hand knowledge and that they know the facility". Premier also takes care of their employees by not just paying the "liveable wage" but by offering other incentives that is proven in their low turnover rate. Discussion.

#### Discussion:

Mr. Miller asked Mr. Sweeney if he had any references on Global. He stated that he had worked with them at IBM and that they did a good job. He also called Tampa and Sarasota airports and got a good response. Mr. Miller also stated that Premier takes care of their employees and included the upcoming expansion in their bid, unless that was just thrown in to save face. Mr. Miller also stated that Global is just trying to get in the door and are low balling. The airport needs to be concerned that they're willing to eat costs for three years; the airport may lose service. Mr. Weinberger stated that Global just may be more efficient and have more of a competitive edge. Mr. Hamilton added that he was concerned that they were the same type of people from New York referring to the last contract with Laro. Discussion.

MANAGER'S REPORT:

Mr. Searles stated that USAirways had asked for all \$109,000.00 of their bankruptcy to be waived. They were advised that only half would be waived and the other half would be due over the next twelve months.

Enplanements were at a record high for July and if the airport continues at this rate the year will end at a record 650,000. The airport is also going to start marketing to the Quebec area as it was reported by TSA that 40% of customers are French speaking. The airport is also going to make the website a priority with it being both English and French.

Mr. Searles updated that the mechanic strike for Northwest has not affected their service.

Mr. Searles then asked the Commission to think about their expectations for the next meeting. Mr. Weinberger stated that wireless was very important. Discussion.

There being no further business, Mr. Flaherty made a motion to adjourn. Seconded by Mr. Gutman. The meeting adjourned at 6:20 p.m.

Respectfully Submitted,

Lynn M. Zizza for  
Tamara S. Gagne  
Clerk of the Board



**JULY 2005**

**NO MEETING HELD**

**APRIL 2005**

**NO MEETING HELD**

March 2005

**NO MEETING HELD**

**MINUTES**  
**BOARD OF AIRPORT COMMISSIONERS**  
**FRIDAY, FEBRUARY 18, 2005**  
**8:00 A.M.**

**PRESENT:**

Michael Flaherty  
Gordon Watson  
Bobby Miller  
Miro Weinberger

John Hamilton  
Tamara Gagne  
Robert McEwing  
Heather Kendrew

Mayor Peter Clavelle, Joseph McNeil – COB Attorney

Mr. Hamilton provided opening remarks in which he explained that the Burlington Airport needs to continually increase its value, to the city, the region, and the state to be successful and sustainable. He emphasized that it is important that the governments of Burlington, South Burlington and the State realize that for the Airport to be the engine for those governments to grow economically, socially and politically, then the airport needs to be allowed to control its sustainability, and to provide what the citizen demands. Mr. Hamilton further stressed that the Burlington Airport has been able to sustain itself through its amazing growth, that has been experienced over the last four years, and it must assure itself, as well as its owner, that it can continue to be sustainable, especially during periods of idle growth or downturns in the economy. It needs to retain as much of its revenues as possible, to insure and to continue to be strong, viable and sustainable. The State, South Burlington, as well as its owner the City of Burlington, must be responsible in the manner in which they assess fees and regulations, to preclude any detrimental impact they could have on the Airports' success.

Heather Kendrew then provided an explanation of the City of South Burlington's proposed stormwater utility. Heather indicates that while the Airport does not disagree with the program, it does not feel that the utility is appropriate or equitable regarding the charges to the airport. South Burlington has indicated that their initial assessment would require a \$224,000 per year utility fee. Heather explained that they have offered a 50% credit based on our own on site stormwater treatment – only 30% of runoff is not treated - and they would be willing to concede that the Air Guard should be responsible for their own portion, which could equate to an additional 50% credit. Heather further reported that the remaining stormwater is infiltrated into the ground and that South Burlington is not actually providing any service. They are looking at the Airport the same as any other private sector impervious surface for comparison. Discussion. Joe McNeil indicated that has also been reviewing the utility with regard to the question of whether So. Burlington actually has authority to do so. Mike Flaherty indicates that authority is there for the stormwater utility – question remains about ability to charge any fee.

TG explanation regarding South Burlington tax stabilization agreement, terms, payments, etc.

Mr. Miller made a motion to enter executive session to discuss contract negotiations, the premature disclosure of which would put the airport at a substantial disadvantage. Seconded by Mr. Watson. All were in favor. Meeting entered executive session at 8:14 a.m.. Heather Kendrew left the meeting. Commissioners and staff remained. Mr. Gutman entered the meeting.

Meeting resumed regular session at 8:46 a.m.

TAXI/G.T. ORDINANCE CHANGES added to agenda

**PRATT & WHITNEY:**

Mr. Hamilton reported that Pratt has still not responded to the airport offer regarding construction of a new hangar. All aspects of the projects are on hold/suspended waiting for that decision. Regardless of Pratt decision, ASH will be built, but the design of the hangar could change based on that decision. Discussion.

Huck Gutman expressed that the City is fortunate to have a well run airport and that the Airport has never had overruns on projects and that is a tribute to JJ, Bob and Tammy.

**TAXI/G.T. ORDINANCE CHANGES:**

Tamara Gagne advised that she, Nancy Sheahan and a Burlington Police representative have worked on and made changes to the City of Burlington Vehicles for Hire Ordinance and the Burlington Airport Ground Transportation Chapter of the Ordinance. These changes need to be reviewed by a subcommittee of the Airport Commission so that the recommended changes can go through the City process. Mr. Weinberger was assigned.

**AIR GUARD PROJECT:**

Mr. Hamilton reported that a proposed project by the VT Air National Guard may require a meeting with the adjutant general, mayor, and commission to resolve outstanding issues and concerns. Mr. Hamilton explained that at each end of the main runway there are barriers for use by the F-16's when landing. They require upgrade/replacement. This project was brought to the table last year and the Guard was informed, at that time, that the plan would not work to accommodate air carrier activity and were asked to re-design based on airport criteria. They put the project on hold, but did not make any changes to the proposed design and are looking to construct this summer. Based on surveys of air carriers, no air carriers could operate in the summer, and in the spring and fall they would have reduced capacities such as a 40% loss for Chicago service, 40% loss for Cincinnati, Cleveland at 28%-42%, and Detroit would not be able to operate. Discussion.

**MONTHLY STATEMENTS:**

The **operating statements for December 2004 and January 2005** were presented for discussion.

A motion was made by Mr. Gutman to enter executive session to discuss contracts, the premature disclosure of which would put the Airport at a substantial disadvantage. Seconded by Mr. Weinberger. All were in favor. The meeting entered executive session at 9:35 a.m.

Regular session resumed at 9:50 a.m.

The **December 2004** and **January 2005** warrants approved as reviewed.

Motion by Mr. Gutman to approve the **minutes of December 21, 2004** as presented. Seconded by Mr. Miller. All were in favor.

There being no further business, the meeting adjourned at 10:00 a.m.

Respectfully Submitted,

Tamara S. Gagne  
Clerk of the Board