

**Minutes of the February 11, 2016 Monthly Meeting of the  
Michigan City Aviation Board of Commissioners**

**Call to Order:** Meeting called to order at 6:00 PM in the terminal building at the airport.

**Members Present:** Greg Poulin, David Miller, Kirk Hunter, and Doug Buell. **A quorum was present.**

**Members Absent:** None

**Others Present:** Jessica Ward- Airport Manager, Paul Shaffer- BF&S, Chis Schwanke- Council Liaison

**Minutes:**

1. The minutes of the January 19, regular monthly meeting, were emailed.

**Motion to approve:** Kirk Hunter **Second:** David Miller **Motion Approved.**

**Reports:**

The Financial reports were summarized by Jessica Ward.

**Account Balances:** This year's operating budget is 21% less than last year. Last year we had an operating budget of \$290,000 and this year we have \$229,000. Our current account balances are in front of you. The only accounts we are over our projected budget in currently are Water and Sewer. Water went up this year so I am already looking to transfer money into that account by the end of the year. I plugged our \$10,000 AIP local match for this year into the Airport Projects account already and \$15 for the title work for the new courtesy van came out of this account which leaves us with a balance of \$139,985.00.

**Fuel Sales:** Overall, we sold 1437.9 gallons of 100LL for a total of \$4,654.23 and 2392 gallons of Jet A for a total of \$6,271.22 in January. We sold 217.2 gallons of self-service based 100LL, and 1,107 gallons of self-service transient 100LL last month. We sold 88.1 gallons of full service based Avgas and 25.6 gallons of full service transient Avgas. We sold 1669 gallons of full service based Jet A and 723 gallons of full service transient Jet A. Year to date we have sold 3,829.9 gallons of fuel for a total of \$10,925.45, which puts us at a 45% increase in gallons sold last month from January 2015. Our self-service Avgas fuel price is \$0.36 less than Porter County and \$0.41 less than LaPorte and \$0.03 less than Knox. Our full service Avgas price is \$0.46 less than Porter County and \$0.46 less than La Porte. Our Jet A price is \$0.39 less than Porter County, \$0.39 less than La Porte, and \$0.06 more than Knox.

**Airport Manager:**

1. **Ground School:** Art Craig, a flight instructor on our field, has started a private pilot ground school, which will be about 8 weeks long on Tuesday and Thursday night's at 7pm here at the terminal building. He currently has 6 students attending. This past Tuesday was his first class.

**Airport Development:**

1. **AIP 19- Runway Protection Zone Study/North End Tree Trimming:** The field survey verified all 20:1 obstructions have been removed to satisfy INDOT. A pre-final inspection has been scheduled for Tuesday, February 16<sup>th</sup>, at 10am with INDOT and FAA. The FAA will weigh in on shortening the obstruction tower on centerline at the pre-final inspection.

a. Approve Partial Pay Request #5- Federal: 15,669.00, State: 13,407.33, Local: \$870.50

**Motion to Approve:** Kirk Hunter **Second:** David Miller **Motion Approved.**

- b. Approve Contractor Progress Estimate #4 in the amount of \$8,346.00  
**Motion to Approve Pending Positive Feedback from State and FAA at Final Inspection: David Miller Second: Kirk Hunter Motion Approved.**
2. **Hangar Development Request by Skydive Windy City:** Ongoing discussion.
3. **2016-2021 CIP:** Final sent to the State on January 29, 2016.

**Old Business: None**

**New Business: None**

**Claims Docket: Amount: \$106,852.63**

**Motion: Kirk Hunter Second: David Miller Motion Approved.**

**Correspondence: None**

**Public Comment: None**

**Adjournment:** There being no further business, the meeting was adjourned at 8:00 pm.

**Motion: David Miller Second: Kirk Hunter Motion Approved.**