

November 3, 2009
REGULAR MONTHLY BOARD MEETING
Chris Holman, Chairman

BOARD MEMBERS PRESENT: Chris Holman, Paul Hufnagel, Victor Celentino, Charles Moore and Calvin Lynch (4:09 pm).

Absent: Todd Cook

MANAGEMENT, STAFF AND EMPLOYEES PRESENT: Bob Selig, Mike Daigle, Dale Feldpausch, Dan Otto, Nicole Noll-Williams, Tim Haizlip, Brent Case, Tom Coe, Lisa Adams, Kim Daman, Kevin Miller and Bonnie Wohlfert.

MEMBERS OF THE PUBLIC PRESENT: Bill Connellan, C & S Engineering; Gordy Bogner, RW Armstrong; Gary Siegfried, Mead & Hunt; Debbie DeLeon, Ingham Board of Commissioners.

CALL TO ORDER

1. Chris Holman, Chairman called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:00 p.m.

APPROVAL OF MINUTES

1. Paul Hufnagel moved the Board approve the minutes of the October 6, 2009 Regular Board meeting.
2. The motion passed unanimously.

PUBLIC COMMENT

1. None.

COMMUNICATIONS

1. None

REPORTS

1. Dale Feldpausch – Foreign Trade Zone Fee Schedule

RESOLUTIONS

#09-54 Monaghan, P.C. – Legal Services Easement Acquisition

- a. Paul Hufnagel moved the Capital Region Airport Authority Board approve Resolution #09-54 approving the agreement with Monaghan P.C. for legal services related to the acquisition of easements in the amount of \$60,000.00 and authorized the Executive Director to sign all associated documents on behalf of the Authority.
- b. The motion passed unanimously.

#09-55 Easement Acquisition – Resolution of Necessity and Declaration of Taking

- a. Paul Hufnagel moved the Capital Region Airport Authority Board approve Resolution #09-55 and Resolution 09-55A approving the Resolution of Necessity and Declaration of Taking for the acquisition of easements and authorized the Executive Director to sign all associated documents on behalf of the Authority.
- b. The motion passed unanimously.

#09-56 RW Armstrong Amendment – Partial Airport Layout Plan Update

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #09-56 authorizing the amendment of the agreement with RW

Armstrong for a partial ALP update in the amount of \$5,280.00 and authorized the Executive Director to sign all associated documents on behalf of the Authority.

- b. The motion passed unanimously.

#09-57 Mead & Hunt Agreement – Design of ARFF Road/Itinerant Ramp Rehab.

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #09-57 approving the Mead & Hunt agreement for design of the ARFF Road and the Itinerant Ramp rehabilitation in the amount of \$42,450.00 and authorized the Executive Director to sign all associated documents on behalf of the Authority.

- b. The motion passed unanimously.

#09-58 Office Lease – The Amy Foundation

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #09-58 approving the office/storage space lease with The Amy Foundation and authorized the Executive Director to sign all associated documents on behalf of the Authority.

- b. The motion passed unanimously.

#09-59 Office Lease – The Shamrock Companies, Inc.

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #09-59 approving the lease with The Shamrock Companies, Inc. and authorized the Executive Director to sign all associated documents on behalf of the Authority.

- b. The motion passed unanimously.

#09-60 Standard Parking Fee Reduction

- a. Charles Moore moved the Capital Region Airport Authority Board approve Resolution #09-60 authorizing the Standard Parking request to reduce the (MAG) minimum annual guarantee fee to a minimum of \$85,000 per month.

- b. The motion passed with a 3-1 vote, (Mr. Celentino, Mr. Hufnagel and Mr. Moore – yes; Mr. Lynch – no)

#09-61 Rental Car Agency – Minimum Annual Guarantee (MAG)

- a. Charles Moore moved the Capital Region Airport Authority Board approve Resolution #09-61 authorizing the Executive Director to maintain the rental car concession MAG fees at rates established in October 2007 and authorized the Executive Director to sign all associated documents on behalf of the Authority.

- b. The motion passed with a 3-1 vote, (Mr. Celentino, Mr. Hufnagel and Mr. Moore – yes; Mr. Lynch – no)

#09-62 Foreign Trade Zone No. 275 – Zone Fee Schedule

- a. Charles Moore moved the Capital Region Airport Authority Board approve Resolution #09-62 amending the Airport Rules and Regulations and approving the FTZ fees, in accordance with the FTZ Zone Schedule, and authorized the Executive Director to sign all associated documents on behalf of the Authority.

- b. The motion passed unanimously.

MONTHLY REPORTS

1. Financial Report – Dale Feldpausch
2. Report of the Executive Director – Bob Selig
 - The Foreign Trade Zone interest and contacts continue to increase.
 - The Port Lansing building, previously the RBF (Russell Business Forms) building on the boulevard, has been purchased and will be converted to a bonded warehouse for larger shipments. There is currently a bonded

warehouse facility within the Airport terminal for small shipments. We also have potential interest in establishing a Container Freight Station for the clearance of ocean type shipping containers.

- Design Standards for the Industrial Park are almost complete and will be presented for approval in December.
- Bob Selig informed the board that there is a new monthly Port Lansing/FTZ Development report, provided by Brent Case, in the board packets.

NEW BUSINESS

2010 BOARD MEETING SCHEDULE

- a. Paul Hufnagel moved to change the board meetings for July and September of 2010 to the 2nd Tuesday of the month, July 13 and September 14, due to the holidays.
- b. The motion passed unanimously.

PUBLIC COMMENT

1. None

BOARD MEMBER COMMENTS

1. Chris Holman acknowledged the staff and Nicole Noll-Williams on the successful Mexico/Cancun event held at the airport on October 22nd.

ADJOURN

1. Charles Moore moved the meeting be adjourned at 4:40 p.m.
2. The motion carried, and the meeting was adjourned.

Chris Holman, Chairman

Bonnie Wohlfert, Secretary