

**June 16, 2014**  
**REGULAR MONTHLY BOARD MEETING**  
Chris Holman, Chair

**Board Members Present:** Chris Holman, Victor Celentino, Paul Hufnagel, Dick Baker (4:37 pm) and Troy Brown (via conference call from Baltimore, MD)

**Absent:** Todd Cook

**Ex-Officios Present:** L. Daryl Baker and Robert Showers

**Management, Staff and Employees Present:** Bob Selig, Keith Kaspari, Dale Feldpausch, Anne Figueroa, Lisa Adams, Mark Garnsey, Ron O'Neil, Gary Bartek and Bonnie Wohlfert

**Members of the Public Present:** Bob Buchanan, Law Weathers & Richardson; Dan Kehoe & Bob Leisenring, Mead & Hunt

**CALL TO ORDER**

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1. Chris Holman, Chair called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:32 p.m. with a quorum present.

**APPROVAL OF MINUTES**

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- a. Victor Celentino moved the Board approve the minutes of the April 21, 2014 Regular Board meeting.
- b. The motion passed unanimously.

**PUBLIC COMMENT**

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1. None

**COMMUNICATIONS**

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1. None

**REPORTS**

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1. None

**RESOLUTIONS**

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**#14-10 Airport Sanitary Sewer System – Operation & Maintenance**

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #14-10 concurring with the draft Intergovernmental Agreement providing for the operation and maintenance of the Authority's sanitary sewer system and authorized the President – CEO to continue discussions with the City of Lansing to finalize the agreement, subject to final approval by the Authority Board.
- b. Victor Celentino questioned the “charges established from time to time” verbiage in number 4 of the Intergovernmental Agreement. Bob Buchanan explained that the City of Lansing rates change October 1 of each year.
- c. Paul Hufnagel asked about the ongoing maintenance and Bob Selig explained that it will remain the way it is with the Airport responsible for maintenance.
- d. The motion passed unanimously.

**#14-11 Accept Federal Grant 3-26-0055-5314**

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution 14-11 accepting federal grant 3-26-0055-5314 for the funding for the construction associated with the rehabilitation of the outer 50-foot sections of Runway 10R/28L, Taxiway “B”, and Expansion of the Airport Fire Station and authorized the President – CEO to sign all associated documents on behalf of the Authority.
- b. Paul Hufnagel noted that the percentages on the resolution were wrong based on the dollar values and moved a friendly amendment to correct the percentages as follows:

The federal funds for the above projects will be 49.63% ~~90%~~ of the total costs, or \$2,190,514; matched by 43.13% ~~5%~~ from MDOT in the amount of \$1,903,463. The remaining balance of 7.24% ~~5%~~ from the Authority will be \$319,670 for a total project cost of \$4,413,647.
- c. The motion passed unanimously.
- d. The friendly amendment motion passed unanimously.

**#14-12 Accept State Contract for 2014 AIP Federal Grant**

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #14-12 accepting the State contract for the rehabilitation of the outer 50-foot sections of pavement on Runway 10R/28L, Taxiway “B”, and expansion of the Airport Fire Station and in support of the Federal Grant 3-26-0055-5314, and authorized the President – CEO to sign all associated documents on behalf of the Authority.
- b. The motion passed unanimously.

**#14-13 Agreement of Permit: Ingham County MS4 Stormwater Discharge Permit**

- a. Troy Brown moved the Capital Region Airport Authority Board approve Resolution #14-13 authorizing the Airport Authority to cost-share with six Ingham County departments in a Nested Permit for an MS4 Stormwater Discharge Permit and authorized the President – CEO to sign all associated documents on behalf of the Authority.
- b. The motion passed unanimously.

**#14-14 Mead & Hunt Agreement – Construction Administration for Pavement Rehabilitation**

- a. Troy Brown moved the Capital Region Airport Authority Board approve Resolution #14-14 approving the agreement with Mead & Hunt for construction administration services for the rehabilitation of airfield pavement for Runway 10R/28L, Taxiway “B” and related survey work in the amount of \$149,210.00 subject to the receipt of Federal and State grants and authorized the President – CEO to sign all associated documents on behalf of the Authority.
- b. The motion passed unanimously.
- c. Dick Baker objected to Troy Brown participating via conference call.

**#14-15 Bid Award: Runway 10R/28L and Taxiway “B” Pavement Repair**

- a. Paul Hufnagel moved the Capital Region Airport Authority Board approve Resolution #14-15 awarding the construction bid for the repairs to Runway 10R/28L and Taxiway “B” to the Rieth-Riley Construction Company of Lansing,

MI, in the amount of \$2,855,265.64, subject to the receipt of Federal and State grants, and authorized the President – CEO to sign all associated documents on behalf of the Authority.

- b. Dick Baker questioned the dollar values when compared to resolution 14-14. Keith Kaspari provided clarification.
- c. The motion passed unanimously.

#### **#14-16 Bid Award: Expansion of Airport Fire Station**

- a. Paul Hufnagel moved the Capital Region Airport Authority Board approve Resolution #14-16 awarding the construction bid for the expansion of the Airport Fire Station to the Moore Trospen Construction Company of Holt, MI in the amount of \$1,205,800.00, subject to the receipt of Federal and State grants, and authorized the President – CEO to sign all associated documents on behalf of the Authority.
- b. The motion passed unanimously.

#### **MONTHLY REPORT**

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1. Financial Report: Dale Feldpausch
  - Presented financials for period ended April 30, 2014
  - Chris Holman asked how the restaurant is doing. Dale reported that the partnership is working out well and they want to extend their contract.

#### **MONTHLY REPORT**

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1. Report of the President & CEO – Robert Selig
  - Ron O’Neil, Maintenance Director, is actively using the MRO (Maintenance Repair Order) System and is working towards the goal of having 80% of orders scheduled and 20% unscheduled.
  - We are meeting with Delta in Atlanta this week to discuss getting Atlanta service back and use of larger aircraft to Minneapolis. There may be a need for a revenue guarantee with Delta for the Atlanta service. Our ability to provide this guarantee could make the difference.
  - The Jumpstart Conference is next week, where we have several meetings scheduled with airlines.
  - Shared a slide with the board titled, “Significant Airline Industry Changes” which will be effecting the retention of air service in communities throughout the nation. The main points being the retirement of the RJ 50 seat aircraft and a severe airline pilot shortage. There was also discussion regarding how LAN is similar to Kalamazoo’s and Saginaw’s flight schedule and how the community support varies.
  - We met with the City of Mason and a tenant leadership group with regard to the Mason Jewett airport. Options are being considered and any action will be brought back to the board.

#### **QUESTIONS ON STAFF REPORTS**

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1. None

#### **NEW BUSINESS**

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1. None

**PUBLIC COMMENT**

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1. None

**BOARD MEMBER COMMENTS**

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1. Robert Showers asked if we could get ridership numbers from Michigan Flyer which prompted a discussion about whether their ridership is business or leisure travelers and the overall decision of the community to support Michigan Flyer's additional service to Detroit Metro.
2. Dick Baker asked what Pace & Partners, now called Gud, is doing to direct the message. Bob Selig explained that Gud has a separate contract with the Travel Coalition and a tool kit is shared with local companies which encourages them to check Lansing first.
3. Chris Holman expressed appreciation to the Ex-Officios for their participation with the Airport Authority Board. He also thanked Bob Buchanan, Attorney, for his assistance as well as the staff.

**ADJOURN**

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1. Victor Celentino moved the meeting be adjourned at 5:36 p.m.
2. The motion carried, and the meeting was adjourned.

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Chris Holman, Chair

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Bonnie Wohlfert, Secretary