

October 16, 2017
REGULAR MONTHLY BOARD MEETING
Chair Chris Holman

Board Members Present: Chris Holman, John Shaski, Victor Celentino, Greg Ward, Samantha Harkins and Dick Baker (4:43 pm)

Ex-Officios Present: Bob Showers and Joe Brehler (4:31 pm)

Management, Staff and Employees Present: Wayne Sieloff, Jonathon Vrabel, Dale Feldpausch, Nicole Noll-Williams, Rob Benstein, Karissa Weight and Bonnie Wohlfert

Members of the Public Present: Clint Nemeth, QoE Consulting; Andon Pogoncheff; Mark Breukink, Mead & Hunt; Jeff Stevens, Maner Costerisan

CALL TO ORDER

1. Chris Holman, Chair, called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:30 p.m. with a quorum present.

APPROVAL OF MINUTES

- a. Samantha Harkins moved the Board approve the minutes of the September 18, 2017 Regular Board meeting.
- b. The motion passed unanimously.

PUBLIC COMMENT

1. None

COMMUNICATIONS

1. None

REPORTS

Auditor's Report for Fiscal Year ended June 30, 2017 - Jeff Stevens, Maner Costerisan

- Audited and issued an unmodified opinion on financial statements. There were no internal controls or compliance issues identified.
- Next year OPEB (other post-employment benefits) will be required to be reported as a liability.
- Investment income and fair market value were discussed.
- PFC (Passenger Facility Charge) audit also had no findings.

RESOLUTIONS

#17-28 Audited Financial Statements for the Fiscal Year ended June 30, 2017

- a. Greg Ward moved the Capital Region Airport Authority Board accept the audited financial statements as prepared and presented by the Authority's CPA firm Maner Costerisan for the fiscal year ended June 30, 2017. Maner Costerisan issued an Unmodified Opinion on these financial statements which indicates that the Airport Authority has fairly presented its financial position and has met all government auditing standards in conformity with generally accepted accounting principles.
- b. The motion passed unanimously.

#17-29 Establishment of a Retiree Health Funding Vehicle

- a. John Shaski moved the Capital Region Airport Authority Board approve the establishment of a Retiree Health Funding Vehicle through the Michigan Employee Retirement System (MERS). Additionally, the board adopted the uniform resolution and authorized the President – CEO, or his designee, to be named the designated employer contacts and sign all related documents.
- b. The motion passed unanimously.

#17-30 2428 East Circle Drive Building Sale and Ground Lease

- a. Samantha Harkins moved the Capital Region Airport Authority Board authorize the sale of the Authority's building at 2428 East Circle Drive to the State of Michigan and authorized a ground site lease. Resolution also authorized the President – CEO, or designee, to sign all related documents.
- b. The motion passed unanimously.

MONTHLY FINANCIAL REPORT

Financial Report: Dale Feldpausch presented financials for period ending August 31, 2017.

- Dale stated health insurance premiums are less than budgeted. Dick Baker inquired about the reason and Karissa Weight, HR Manager, explained that our rates are now "age rated" instead of "community rated" and our employee population is aging into the over 65 group.

BOARD MEMBER COMMENTS

1. John Shaski highlighted that we had only one cancellation on the September Delayed and Cancelled Flight Log. Victor Celentino added that he has never heard comments like he does now about Lansing flights being cheaper than Grand Rapids or Detroit.
2. Greg Ward inquired about the TSA Precheck event. Wayne Sieloff reported that with four days of appointments (Mon-Thurs) and one day of walk-ins (Friday) over 500 people applied for enrollment.

QUESTIONS ON STAFF REPORTS

1. None

REPORT OF THE PRESIDENT & CEO – WAYNE SIELOFF

- Mead & Hunt will be conducting a terminal energy efficiency plan which will provide a game plan for future terminal improvements and funding opportunities.
- In July the board approved a Customer Facility Charge for the rental car companies. The CFC of \$3.00/day with a maximum of \$15.00/rental will be implemented on November 1, 2017.
- The rental car agreements were extended to December 31, 2017 or to the effective date of Authority Board approved replacement agreements. Based on discussion with representatives from the existing rental car companies, the bidding schedule for new lease and concession agreements has been modified and we now expect to present recommendations for award of contracts at the January 2018 or February 2018 Board meeting.
- Union negotiations have begun for the POAM (Police Officers Association of Michigan) and AFSCME (American Federation of State, County and Municipal Employees)
- ACI-NA (Airports Council International – North America) will be holding the Airport Board & Commissioners Conference in Las Vegas, NV on May 6-8, 2018 if any board member is interested.

NEW BUSINESS

1. Chris Holman stated that if department managers wanted to cover a topic it could be under this section, New Business.

PUBLIC COMMENT

1. None

ADJOURN

1. Dick Baker moved the meeting be adjourned at 5:06 pm.
2. The motion carried, and the meeting was adjourned.

signed
Chris Holman, Chair

signed
Bonnie Wohlfert, Secretary