April 18, 2016
REGULAR MONTHLY BOARD MEETING
Chris Holman, Chair

Board Members Present: Chris Holman, Victor Celentino, Samantha Harkins, John Shaski, Greg Ward
Absent: Dick Baker

Ex-Officios Present: Robert Showers & Joseph Brehler

Management, Staff and Employees Present: Bob Selig, Jonathon Vrabel, Dale Feldpausch, Anne Figueroa, Robert Benstein, Ron O'Neil, Nicole Noll-Williams, Tom Cross, Mark Garnsey, Tammie Lewandowsky, Lydell Tanner, Ashley Patterson, Amanda Gibbard & Bonnie Wohlfert

Members of the Public Present: Bob Buchanan, Varnum Attorneys at Law; Fred Honhart, CAAG; Richard Best, John Wagner, Pam Tobin, CAAG; David Wagner, CAAG; Dan Schiffer, CAAG; Deb Groh, CAAG; Dan Kehoe, Mead & Hunt; Kati Shumaker, Avflight; Roxanne Speck, FAA; Andon Pogoncheff

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 March 21, 2016 Regular Board meeting; Greg Ward supported.
b. The motion passed unanimously.

PUBLIC COMMENT
1. Pam Tobin, Capital Area Aviation Group (CAAG), explained that the purpose of CAAG is to educate the community on all aspects of aviation such as corporate, flight schools, sales, brokerage and rental. They will be meeting Monday, May 9th at 9:00 am in the Dart Hangar. With Bob Selig’s position open soon, she asked if someone from the CAAG group could be on the hiring committee.

COMMUNICATIONS
1. None

REPORTS
1. FY 2017 Budget Presentation – Dale Feldpausch
   FY 2017 Budget includes Source of Funds and Use of Funds of $13,403,894 with Mill Levy Certification, consistent with previous years, of .6990 mills, which produces approximately $4,693,652. Victor Celentino expressed his appreciation for keeping the mill levy at .6990 and for producing a budget without laying off employees.

RESOLUTIONS
#16-05 Budget FY2017 Approval
a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #16-05 adopting the proposed Budget for Fiscal Year 2017 as
presented and authorized the President – CEO to execute all documents necessary for budget implementation. Moreover, the Authority authorized the President – CEO to certify to Ingham County the necessary mill levy amounts.

b. The motion passed unanimously.

#16-06 Vacant Property Sale Adjacent to Mason Jewett Field

a. Victor Celentino presented Resolution #16-06 to the Capital Region Airport Authority Board and asked, in regards to Site #1, if we have talked to Mason Public Schools to see if their expansion is contingent upon a bond or do we have detailed information that would eliminate the need for this land. Regarding Site #2 Victor asked if we have data to show there will be no increase in general aviation where we may need the land.

b. Victor moved to amend Resolution 16-06 to read, “The Capital Region Airport Authority Board hereby approves Resolution #16-06 authorizing staff to gain information for the possibility of selling vacant land...

c. There was no second to the amended motion.

d. Bob Selig noted that the resolution, as written, states that all final sale offers will be brought back to the Board for final approval. He also added and Victor concurred that the Community is opposed to a north/south runway as expressed in a public meeting over 10 years ago. Selig further stated, in order to get funding, Mason Jewett will have to meet certain FAA requirements and there is no justification for a north/south runway.

e. John Shaski suggested changing the word “sale” to “listing”. Victor Celentino moved to amend the resolution as follows, “The Capital Region Airport Authority Board hereby approves Resolution 16-06 authorizing the listing of vacant land noted above in accordance with FAA requirements. All final sale offers will be brought back to the board for final approval.” John Shaski seconded the amended motion.

f. The move to amend the motion passed unanimously.

g. The motion passed unanimously.

#16-07 Adoption of new Standard Airline Operating Agreement

a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #16-07 authorizing the form of the new Standard Airline Operating Agreement for use with all cargo and passenger airlines at the airport and authorized the President - CEO to sign all airline agreements using this form on behalf of the Authority.

b. The motion passed unanimously.

#16-08 Resignation/Acceptance of Co-Trustee of the CRAA Deferred Compensation Plan Trust and associated Trustee Indemnification

a. John Shaski moved the Capital Region Airport Authority Board approve Resolution 16-08 as written. Bob Selig stated that legal counsel required the word “resign” in the language. The 7/1/16 date is not his retirement date. Chris Holman inquired whether the appointed Co-Trustee should be Dale Feldpausch. Dale indicated he is already on the plan. Board members discussed whether Jonathon Vrabel should be appointed Co-Trustee at this time.

b. Victor Celentino moved to table the resolution and Greg Ward seconded. Dale Feldpausch requested the resolution be amended and that the 3rd paragraph (of the summary) which contains updated indemnification language remain. Victor Celentino withdrew his motion to table the resolution.

c. John Shaski moved to amend Resolution #16-08 to include only the 3rd paragraph (of the summary); Victor Celentino seconded.

d. The move to amend the motion passed unanimously.
c. The motion passed unanimously.

**#16-09 Consumers Energy Company Pipeline Easement**

a. Greg Ward requested to be recused from the vote since he is a current employee of Consumers Energy.

b. John Shaski moved the Capital Region Airport Authority Board approve Resolution #16-09 granting an easement to Consumers Energy Company for natural gas distribution and authorized the President – CEO to sign all necessary documents on behalf of the Authority.

c. The motion passed unanimously, with Greg Ward recused.

**MONTHLY FINANCIAL REPORT**

Financial Report: Dale Feldpausch

- Presented financials for period ended February 29, 2016

**QUESTIONS ON STAFF REPORTS**

None

**REPORT OF THE PRESIDENT & CEO – ROBERT SELIG**

- Chris Holman commended Bob Selig and his staff on American Airlines resuming service to DCA. Bob replied that he has the honor of pointing the direction we need to go and a great staff to make it happen.

- Bob Selig introduced Bob Buchanan, Airport Attorney, and explained that he will be attending board meetings for the next few months since we have new board members and they may have questions.

- The Senator Stabenow and Senator Peters videos which were presented at the press conference earlier in the day were shared with the board. Bob added that Congressman Mike Bishop attended the press conference in person.

- Bob indicated we will be moving forward with the marketing plan to get people on the planes. He added that thank you letters have been sent to key personnel. Bob explained that the 9 month process to get the DOT approval involved 4 pushes which included letter writing and phone calls. With Susan Kurland’s retirement on 3/31/16 we asked her to do us all a favor by approving the request before she left and that is exactly what she did.

**NEW BUSINESS**

1. None

**PUBLIC COMMENT**

1. John Wagner stated that he owns two planes and has been the recipient of a Master Pilot Award. He asked what the reason is for the sale of Mason Jewett Field land and who will get the money. He mentioned that farming is a possible use of the land. John asked if the budget is posted on the website and commented on the total budget and revenue amounts.

2. Deb Groh, member of MJAG (Mason Jewett Advisory Group) for 9 years, thanked Victor Celentino for his work on resolution 16-06. She stated that they would be happy to provide any information needed and that general aviation pulls in money too and can help fill in the gaps.
BOARD MEMBER COMMENTS

1. None

Chris Holman stated, “I am looking for a motion to go into closed session to discuss a personnel matter at the request of Mr. Selig.”

ENTER CLOSED SESSION

1. Samantha Harkins moved the Board enter a Closed Session at 5:26 pm; seconded by Victor Celentino.
2. The motion passed unanimously.

RETURN FROM CLOSED SESSION

1. Victor Celentino moved the Board return to Regular Session at 5:57 pm; seconded by Greg Ward.
2. The motion passed unanimously.

No decisions made in closed session required board action.

ADJOURN

1. Victor Celentino moved the meeting be adjourned at 5:58 pm; seconded by John Shaski.
2. The motion carried, and the meeting was adjourned.

Chris Holman, Chairman

Bonnie Wohlfert, Secretary