August 15, 2016
REGULAR MONTHLY BOARD MEETING
John Shaski, Vice Chair

Board Members Present:  John Shaski, Dick Baker, Victor Celentino, Samantha Harkins, Greg Ward & Chris Holman (via conference call; about 2 minutes).

Ex-Officios Present:  Robert Showers
Absent:  Joe Brchler

Management, Staff and Employees Present:  Bob Selig, Jonathon Vrabel, Dale Feldpausch, Nicole Noll-Williams, Michelle Stanley, Eric Patrick, Tammie Lewandowsky, Anne Figueroa, Ron O'Neil, Robert Benstein & Bonnie Wohlert

Members of the Public Present:  Bob Buchanan; Clint Nemeth, QoE Consulting; Dan Kehoe & Bob Leisenring, Mead & Hunt; Andon Pogoncheff; Larry Rosen

CALL TO ORDER
1.  John Shaski, Vice 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.  Victor Celentino moved the Board approve the minutes of the July 18, 2016 Regular Board meeting; Greg Ward supported.
   b.  The motion passed unanimously.

PUBLIC COMMENT
1.  None

COMMUNICATIONS
1.  None

Chris Holman, via conference call, apologized for not being at the meeting and thanked Bob Selig for doing a wonderful job. He wished Bob good luck in retirement and added Go Huskers!

REPORTS
1.  Laurence S. Rosen, Hassle Factor II
   Overall Findings:
   - 75% of travel to top 20 air travel destinations is less expensive from LAN than driving to DTW
   - 60% of all travel to top 20 air travel destinations is less expensive from LAN than taking the bus to DTW
   - 100% of all travel to top 20 destinations is less expensive from LAN than taking a limo to DTW
   Conclusions:
   - Total travel costs from Capital Region International Airport are usually lower than from DTW for Lansing’s most common destinations
   - Total travel time from LAN is comparable to travel time from DTW in most cases
   - Parking, check-in, security screening, and boarding at LAN are all quicker and much less hassle than at DTW
• These findings should convince Lansing-area travelers that Capital Region International Airport should be their first choice for business and leisure air travel

2. Nicole Noll-Williams added that this data will be used in marketing pieces and part of a website tool.

_Dick Baker stepped out of the board room; a quorum was still present._

**RESOLUTIONS**

**#16-23 Confirming Official Authorization in the Absence of the President-CEO**

a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #16-23 confirming the responsibilities of the Senior Vice-President COO position that states "This position acts in the place of the President – CEO in his absence."

b. The motion passed unanimously.

**#16-24 Appointment of MERS Officer Delegate and Alternate and Certification of MERS Employee Delegate and Alternate**

a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #16-24 approving the appointment of Dale Feldpausch as Officer Delegate as well as certify the election of John Wilson as Employee Delegate and Jason Cotton as the Alternate for the 2016 Annual Meeting of the Municipal Employees Retirement System (MERS).

b. The motion passed unanimously.

_Dick Baker returned to the board room._

**#16-25 Rates and Charges Ordinance – FY 2017**

a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #16-25 adopting the revised Rates and Charges for Fiscal Year 2017 effective July 1, 2016. This resolution hereby supersedes Resolution #16-10.

b. The motion passed unanimously.

**#16-26 Agreement for the installation of a Distributed Antenna System (DAS) with New Par dba Verizon Wireless**

a. Greg Ward moved the Capital Region Airport Authority Board approve Resolution #16-26 approving the lease with New Par dba Verizon Wireless for the installation of a Distributed Antenna System and authorized the President – CEO to sign all associated documents on behalf of the Authority.

b. The motion passed unanimously.

**#16-27 - 3798 Capital City Boulevard Revised Sale Price**

a. Greg Ward moved the Capital Region Airport Authority Board approve Resolution #16-27 authorizing the revised sale price for the Authority building at 3798 Capital City Blvd. to the State of Michigan (MSP) in the amount of $372,000 and authorized the President – CEO to sign all associated documents on behalf of the Authority.

b. The motion passed unanimously.

**MONTHLY FINANCIAL REPORT**


- Dale informed the board that the Authority now has to send the L-4029 Tax Rate Request to the townships instead of Ingham County.

- The 2016 budget proposed to use $850,000 from the Budget Stabilization Reserve but with additional tax revenue and a light winter it turns out that we will not need to use any reserves.
QUESTIONS ON STAFF REPORTS
None

REPORT OF THE PRESIDENT & CEO – ROBERT SELIG

- Bob introduced Eric Patrick as the new Chief of Public Safety. Eric was an internal candidate who has worked hard to increase his qualifications. He is well respected and we are pleased to have him in this position.

NEW BUSINESS

1. None

PUBLIC COMMENT

None

BOARD MEMBER COMMENTS

1. John Shaski provided an update from the President – CEO search committee. 30 candidates have applied; deadline is 8/19 for the first round; video conferences will be scheduled the end of August; final interviews the end of September; new President – CEO selected sometime in October.

2. Dick Baker, who is also on the search committee, added that the board members will be able to meet the final candidates and make the final decision.

3. Victor Celentino acknowledged Bob Selig's years of service and wished him well in his retirement. Victor reminisced about coming to the airport in the 70's with his family to watch planes. Little did he know that he would serve on the board, along with Dick Baker, Paul Hufnagel and Chris Holman at the time, which would choose Bob Selig as the next Executive Director. On behalf of the Ingham County Board of Commissioners, Victor presented Bob with a framed resolution outlining his accomplishments, dedication and contributions as President – CEO of the Capital Region International Airport and wished him future success.

4. Bob Selig acknowledged his qualified staff that has done a fabulous job.

5. Dick Baker added that he is sad to see Bob leave. Bob inherited a small town airport but now it is big time with Customs & Border Protection facilities, a FTZ (Foreign Trade Zone) and a cargo building. Dick said he is proud to have served with Bob and thanked him for his dedication and commitment. John Shaski supported the comments.

ADJOURN

1. John Shaski moved the meeting be adjourned at 5:40 pm.

2. The motion carried, and the meeting was adjourned.

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John Shaski, Vice Chair

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Bonnie Wohlfert, Secretary