July 20, 2015
REGULAR MONTHLY BOARD MEETING
Chris Holman, Chair

Board Members Present: Chris Holman, Paul Hufnagel, Victor Celentino, Patricia Spitzley, John Shaski and Dick Baker


Management, Staff and Employees Present: Bob Selig, Jonathon Vrabel, Lisa Carr, Anne Figueroa, Dale Feldpausch, Nicole Noll-Williams, Gary Bartek, Ron O’Neil, Mark Garnsey and Bonnie Wohlfert

Members of the Public Present: Vickie & Ken Vandenbeld, EAA 55 TEW; Roger Marks, C2AE; Roxanne Speck, FAA; Andon Pogoncheff; Alexandra Ilitch, WLNS Channel 6

CALL TO ORDER
1. Chris Holman, Chair, called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:31 p.m. with a quorum present.

PUBLIC COMMENT
1. None

COMMUNICATIONS
1. None

REPORTS
1. None

APPROVAL OF MINUTES
a. Victor Celentino moved the Board approve the minutes of the June 15, 2015 Regular Board meeting.
   b. The motion passed unanimously.

RESOLUTIONS
#15-17 Amendment – Airport Rules & Regulations
a. Paul Hufnagel moved the Capital Region Airport Authority Board approve Resolution 15-17 authorizing the amendment of Section 2.05 – Airport Security and Section 7.16 – Disorderly Conduct of the Airport Rules and Regulations Ordinance for the Capital Region International Airport.
   b. Patricia Spitzley asked what the SIDA and AOA areas are. Bob Selig explained that AOA (Airport Operations Area) is the sterile area after the TSA screening and SIDA (Secure Identification Display Area) is the area where a specific security badge is required.
   c. Joe Brehler questioned if the Misdemeanor 9.01 noted in the heading of Section 7.16 is defined or explained in the section and asked if a lawyer has looked at the changes. Bob Selig stated that Misdemeanor 9.01 refers to the Penalties section where they are defined and added that the attorney and court clerk have reviewed them.
   d. Dick Baker moved to table Resolution 15-17 in order to clarify how Section 7.16 is worded. There was no second to the motion.
e. The motion passed with the following votes: Mr. Baker, No; Mr. Celentino, Yes; Mr. Hufnagel, Yes; Mr. Shaski, Yes; Ms. Spitzley, Yes; Mr. Holman, Yes.

#15-18 Capital Region International Airport – Airport Rules & Regulations Amendment – Unmanned Aircraft Systems (UAS)
a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution 15-18 authorizing the amendment to Sections 1.97 and 3.01 of the Airport Rules and Regulations Ordinance which provides for enforcement of non-compliance with federal regulations concerning the operation of Unmanned Aircraft Systems (UAS) devices within a five (5) nautical mile radius of the Capital Region International Airport. The Resolution authorizes the President – CEO to make all approved changes on behalf of the Authority.
b. Dick Baker asked how this would be enforced. Bob Selig stated that MSU and the City of Lansing have recently adopted regulations and enforcement will be handled in conjunction with our mutual aid partners. Bob added that it will be handled from an educational point of view, not enforcement.
c. The motion passed unanimously.

#15-19 Mason Jewett Field – Airport Rules & Regulations Amendment – Unmanned Aircraft Systems (UAS)
a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution 15-19 authorizing the amendment to Chapters I and III of the Airport Rules and Regulations Ordinance which provides for enforcement of non-compliance with federal regulations concerning the operation of Unmanned Aircraft Systems (UAS) devices within a five (5) nautical mile radius of Mason Jewett Field. The Resolution authorizes the President – CEO to make all approved changes on behalf of the Authority.
b. The motion passed unanimously.

MONTHLY REPORT
Financial Report: Dale Feldpausch
- Presented financials for period ended May 31, 2015

QUESTIONS ON STAFF REPORTS
1. Bob Showers asked about status of the Master Developer Request for Proposals. Bob Selig reported that no proposals were received. We were looking for a Master Developer with the ability to develop and recruit companies and we may need to revise the request.
2. Paul Hufnagel inquired about the Travel Policy implementation. Bob Selig stated that he is scheduled to meet with Eaton County in August. Meetings with Clinton County and the City of Lansing are not yet scheduled.

MONTHLY REPORT
Report of the President & CEO – Robert Selig
- Congratulations to Lisa Carr, she has accepted a position with Gerald Ford International Airport in Grand Rapids as the Public Safety and Operations Director. Bob thanked her for 20 years of service to the Authority.
- We have had zero success in marketing the SCASD (Small Community Air Service Development) grant, which was received in 2010. We have tried to change the grant to allow Delta to Atlanta service but have been informed by the DOT that it can't be changed. Therefore, we are reapplying for a new
grant with three options: Delta – Atlanta service; DCA (Washington) service – any airline; New York (Newark) – any airline.

- We should hear this week about scheduling a meeting with DOT and FAA to discuss the Sun Country slots. We'd like keep the slots and find another airline to utilize them.
- TOC Logistics and Avflight were busy in May and June receiving ocean containers on Amerijet into the FTZ (Foreign Trade Zone) and CPS (Container Freight Station). Kudos to Gary Bartek for developing this opportunity.

NEW BUSINESS

1. None

PUBLIC COMMENT

1. None

BOARD MEMBER COMMENTS

1. John Shaski inquired about the validity of the airport data, distributed with last month’s Travel Policy Regional Proposal Resolution 15-16, which stated within the 12 months research, only 1 Delta Air Lines flight from DTW to LAN cancelled after 8 pm. He asked where this data is from. Nicole Noll-Williams reported that the data is from DOT but that carriers with less than 3% of the total domestic scheduled-service passenger revenue are not required to report. Nicole suggested that we may be able to compare the DOT data to the Operations Department data. John shared that based on his own experience with a Delta cancellation he questions the accuracy of the data. Patricia Spitzley added that she had a flight cancel in October and stated that we need to figure out how to get accurate data. John and Patricia assured that they are 100% behind LAN but accurate data is needed to curb the negative perception that LAN always cancels the last flight. Dick Baker requested that a report be provided at the next meeting that shows which carriers have the consistent failure. Chris Holman asked that the data be as accurate as feasible.

ADJOURN

1. Victor Celentino moved the meeting be adjourned at 5:30 p.m.
2. The motion carried, and the meeting was adjourned.

Chris Holman, Chair

Bonnie Wohlfert, Secretary