October 17, 2016
REGULAR MONTHLY BOARD MEETING
Chair Chris Holman

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

Ex-Officios Present: Robert Showers & Joe Brehler

Management, Staff and Employees Present: Jonathon Vrabel, Dale Feldpaus, Nicole Noll-Williams, Anne Figueroa, Ron O’Neil, Robert Benstein, Tammie Lewandowsky & Bonnie Wohlfert

Members of the Public Present: Andon Pogoncheff, Roxanne Speck, FAA; Jeff Stevens, Maner Costerisan; Kati Shumaker, Avflight; Dan Kehoe & Bob Leisenring; Mead & Hunt; Richard Best, Old Forge Flyers; Linda Frankl; ADK Consulting & Executive Search; Dean Walters, Jackson National Life

CALL TO ORDER
1. Chris Holman, Chair, called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:45 p.m. with a quorum present.

APPROVAL OF MINUTES
a. Dick Baker moved the Board approve the minutes of the September 19, 2016 Regular Board meeting; Greg Ward supported.
b. The motion passed unanimously.
c. Dick Baker moved the Board approve the minutes of the September 19, 2016 Closed Session; Greg Ward supported.
d. The motion passed unanimously.

PUBLIC COMMENT
1. None

COMMUNICATIONS
1. 2017 Board Meeting Schedule

REPORTS
Audit’s Report for Fiscal Year ended June 30, 2016 - Jeff Stevens, Maner Costerisan
- Although not applicable until 2018, new OPEB (other post-employment benefits) requirements will impact all government agencies.
- The MERS percent funded liability was discussed.

RESOLUTIONS
#16-30 Audited Financial Statements for the Fiscal Year ended June 30, 2016
a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #16-30 accepting the audited financial statements as presented by Maner Costerisan for the fiscal year ended June 30, 2016.
b. John Shaski stated that he will abstain from voting since he did not have enough time to review the materials provided and requested the board members be provided the information further in advance of the board meeting.
c. The motion passed; Mr. Baker-Yes, Mr. Celentino-Yes, Mr. Ward-Yes, Mr. Holman-Yes; Mr. Shaski abstained

#16-31 Rates & Charges Ordinance Ordinance – FY 2017
a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #16-31 adopting the Rates and Charges Ordinance for Fiscal Year 2017, effective July 1, 2016. This resolution supersedes Resolution #16-25.
b. The motion passed unanimously.

#16-32 Budget FY 2017 Revision Approval
a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #16-32 adopting the proposed revisions to the 2017 Budget and authorized the President – CEO or his designee to execute all documents necessary for budget implementation.
b. Victor Celentino asked for clarification of the “Budget Stabilization” term verses the “Operating Shortfall” term used in the body of the Mill Levy & Budget Stabilization Funds page. Dale Feldpausch explained that these terms mean essentially the same thing and that future budgets will reflect only “Budget Stabilization”.
c. The motion passed unanimously.

#16-33 Personnel Selection Committee’s Recommendation for President - CEO
a. John Shaski moved the Capital Region Airport Authority Board approve Resolution #16-33 approving the position of President – CEO be offered to Wayne Sieloff. John explained that he will be voting no, not because he doesn’t support the selection, but because it was too quick of a decision for him.
b. As a member of the Personnel Selection Committee, Dick Baker summarized the process and thanked Bob Shower and Joe Brehler for their involvement with the interviews as well as Glenn Freeman.
c. Victor Celentino also offered his personal thanks to the Ex-Officios and newer Board Members for getting involved in the hiring process. Victor asked if a reception is planned to introduce Mr. Sieloff to the community. Chris Holman indicated that an event has not been set yet.
d. The roll call vote was Mr. Baker-Yes; Mr. Celentino-Yes; Mr. Shaski-No; Mr. Ward-Yes; Mr. Holman-Yes
c. The motion passed.

MONTHLY FINANCIAL REPORT

QUESTIONS ON STAFF REPORTS
None

REPORT OF THE PRESIDENT & CEO
Chris Holman thanked Jonathon Vrabel for handling additional duties the past couple months.
Jonathon Vrabel reported:

- TOC Logistics will be leaving the Port Lansing Global Logistics Centre in January and we are in negotiations with Farrow, headquartered in Battle Creek, to replace them. Chris Holman asked what the timeline is and Jon indicated 2-3 weeks.

- As reported last month, MDOT Aeronautics plans to require primary service airports pay 10% of grant projects. Grand Rapids and Detroit Metro airports have agreed to pay 10% upfront since they have the most projects but the commission is still pushing for all airports to pay.

- We were able to get 100% soil compaction (93% is required) for the Taxiway Turning Improvements Phase 1 project at a cost of $160,000. The project is scheduled for completion by November 8th and then Phase II on Taxiway Delta will be completed in April.

- Senate Bill 4637 involving TNC’s (Transportation Network Companies) like Uber and Lyft will take away an airport’s ability to charge fees. A hearing is scheduled for Wednesday, October 19th and staff will present to the committee at that time.

NEW BUSINESS
1. None

PUBLIC COMMENT
1. None

BOARD MEMBER COMMENTS
1. Dick Baker directed staff to contact Mr. Stellof and prepare a press release. Chris Holman suggested introducing him at an Economic Club luncheon.

ADJOURN
1. Greg Ward moved the meeting be adjourned at 5:35 pm.
2. The motion carried, and the meeting was adjourned.

Chris Holman, Chair  
Bonnie Wohlfert, Secretary