September 19, 2016
REGULAR MONTHLY BOARD MEETING
Chair Chris Holman

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

Ex-Officios Present: Robert Showers
Absent: Joe Brehler

Management, Staff and Employees Present: Jonathon Vrabel, Dale Feldpausch, Nicole Noll-Williams, Tom Cross, Eric Patrick, Anne Figueroa, Ron O'Neil, Robert Benstein & Bonnie Wohlfert

Members of the Public Present: Bob Buchanan; Bob Nelesen, Prein & Newhof; Clint Nemeth, QoE Consulting; Dan Kehoe, Mead & Hunt; Terry Lutz, Richard Best, Debbie Groh MJAG/CAAG; Jared Murdoch, Avflight; Andon Pogoncheff

CALL TO ORDER
1. Chris Holman, Chair, called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:29 p.m. with a quorum present.

APPROVAL OF MINUTES
a. Samantha Harkins moved the Board approve the minutes of the August 15, 2016 Regular Board meeting; Greg Ward supported.
b. The motion passed unanimously.

PUBLIC COMMENT
1. None

COMMUNICATIONS
1. None

REPORTS
None

RESOLUTIONS

#16-28 State of Michigan House of Representatives FTZ – Logistics Warehouse Lease
a. John Shaski moved the Capital Region Airport Authority Board approve Resolution #16-28 authorizing a lease of Suite 6 in the Authority's FTZ – Logistics Warehouse to the State of Michigan, House of Representatives for document storage and authorized the President - CEO, or his official designee, to sign all associated documents on behalf of the Authority.
b. Dick Baker stated that our policy is for the warehouse to be used as a FTZ (Foreign Trade Zone) Warehouse for economic development. Jonathon Vrabel indicated that 2 of the 8 suites are leased and we are meeting with a new interested party for suite 1 who could use up to 6 suites. Dick indicated he
would vote yes on this resolution but will not vote yes in the future if it goes against our policy.
c. The motion passed unanimously.

#16-29 Taxiway Turning Improvements Phase 1 – Revised Construction Costs
a. Greg Ward moved the Capital Region Airport Authority Board approve Resolution #16-29 authorizing the additional funding for the Taxiway Turning Improvements Phase 1 project in the maximum amount of $400,000.00 to provide a solution to the soils issue and authorized the President – CEO, or designee, to sign all necessary documents on behalf of the Authority.
b. Dick Baker asked if this amount has matching funds of 90/10. Jonathon Vrabel replied that it currently does not but we will approach the FAA and with existing entitlement funds 90/10 match is anticipated. Dick Baker asked how this issue came about. Jonathon reported that soils samples taken did not indicate bad pockets and being next to the existing pavement they did not figure it would occur.
c. The motion passed unanimously.

MONTHLY FINANCIAL REPORT
- The updated rates and charges ordinance was approved last month and the airlines have 60 days to comment; they have been silent so far. Samantha Harkins asked when the 60 days ends and Dale replied about 4 weeks from today. Our current budget reflects the original rates and charges; this budget will be revised and brought before the board for approval.
- Next month the audit by Maner Costerisan will be on the agenda.

QUESTIONS ON STAFF REPORTS
Dick Baker asked for an update on Apple Vacations. Nicole Noll-Williams reported that sales are going well with some flights completely sold out. We have 90 international departures this year compared to 17 last year. Departures weekly: 3 Cancun, 2 Punta Cana, 1 Puerto Vallarta. Miami Air has subcontracted the flights to TUI and the aircraft is based in Lansing, not shared, so there should be no delays.

REPORT OF THE PRESIDENT & CEO
- Jonathon Vrabel reported that MDOT Aeronautics is $11 million in the red with grant projects, due to closeouts taking a long time to complete. The State pays 100% of the grant and 10% is held back until closed. Their plan is to have primary service airports pay the 10%. A coalition of airports is being developed with Grand Rapids as the lead, Dale Feldpausch as vice chair and Bob Buchanan as counsel. The solution planned is to opt out of the State Block Grant and apply directly through the FAA. The administration would be our responsibility instead of the State.
- The City of Mason rejected our proposal regarding Mason Jewett Field but indicated they would be open to future discussions, possibly in 3 years.

NEW BUSINESS
1. None
PUBLIC COMMENT
1. Debbie Groh with MJAG/CAAG thanked the board and staff for the wonderful job with the Mason Jewett Field surface treatment project. She also thanked Bonnie Wohlfert for emailing project information to tenants and board agenda updates.

BOARD MEMBER COMMENTS
1. None

ENTER CLOSED SESSION
1. Greg Ward moved to go into Closed Session to discuss the opinion of counsel at 5:06 pm.
2. The roll call vote was; Mr. Baker, Yes; Ms. Harkins, Yes; Mr. Shaski, Yes; Mr. Ward, Yes; Mr. Holman, Yes.

RETURN FROM CLOSED SESSION
1. Dick Baker moved the Board return to Regular Session at 6:22 pm.
2. The roll call vote was; Mr. Baker, Yes; Ms. Harkins, Yes; Mr. Shaski, Yes; Mr. Ward, Yes; Mr. Holman, Yes.

ADJOURN
1. Samantha Harkins moved the meeting be adjourned at 6:23 pm.
2. The motion carried, and the meeting was adjourned.

Chris Holman, Chair

Bonnie Wohlfert, Secretary