

## PROCEEDINGS OF THE GRAND FORKS REGIONAL AIRPORT AUTHORITY BOARD OF COMMISSIONERS MEETING

August 24, 2017

The Grand Forks Regional Airport Authority Board of Commissioners met in its regular session in the Board Room of the Byron L. Dorgan Terminal on Thursday, August 24, 2017, presided by Vice-Chair Brad Beyer. Members present were Rick Meland and Jeannie Mock with Gary Malm attending via telephone conferencing. Absent were Karl Bollingberg, Tim Mutchler and Steve Kuhlman. Staff attending included Ryan Riesinger, Executive Director, Tanna Aasand, Director of Finance/Administration, and Rick Audette, Operations and Maintenance Manager. Airport Attorney Tim Dittus was also in attendance.

The meeting was called to order at 8:02 a.m.

### A. Reading and Approval of Minutes

It was moved by Meland and seconded by Mock to approve the minutes for the July 24 and July 27, 2017 meeting as written. **Action Taken:** Motion carried unanimously.

### B. Reports

#### 1. Financial Report

Aasand reviewed the financial reports with the board.

#### 2. Director Report

Riesinger reported on the success of the GLC-AAAE Conference and recognized his staff for their contributions. KLJ's Synhorst echoed that it was a great conference. Riesinger gave updates on the East GA, Taxiway U, and the Building Demo Projects. A special TSA Pre-Check Enrollment will take place in the terminal during the week of October 2<sup>nd</sup>. The FTZ grantee transfer has been approved by the FTZ board. The EDC, CVB and Chamber will work with the Authority to create an Air Service Task Force with the local community leaders to outreach, make them aware of some of the GFK Airport air service market dynamics, and partner together to improve air service. Kick-off will be in September.

#### Chairman Report

No report.

### C. New Business

#### 1. 2018 Budget – 2<sup>nd</sup> Reading

Aasand presented the highlights of the 2018 Budget for the 2<sup>nd</sup> reading. Riesinger went over some specific line items. It was moved by Mock and seconded by Meland, to approve the 2018 Budget as written. **Action taken:** The motion was approved unanimously.

#### 2. East GA Construction Administration and Observation Agreement – Amendment #1

Due to wet weather last summer and fall, the East GA Project took longer than originally planned. KLJ Engineering, via Amendment #1 to their Construction Administration and Observation Agreement, is requesting an increase in cost for the additional hours they've put in as a result. A motion was made by Meland and seconded by Mock to approve KLJ's Amendment #1 in the amount of \$12,274.31, with a local share of \$613.72, and authorize the

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Executive Director to execute the required documents. **Action taken:** The motion was approved unanimously.

The meeting adjourned at 8:30 a.m.

Respectfully submitted,

Coleen Peterson, Board Secretary