

DRAFT

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

May 24, 2018

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, May 24, 2018, presided by Chairman Karl Bollingberg. Members present were Gary Malm, Brad Beyer, Rick Meland and Steve Kuhlman. Absent were Tim Mutchler and Jeannie Mock. 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 8:00 a.m.

A. Reading and Approval of Minutes

It was moved by Malm and seconded by Kuhlman to approve the minutes for the April 26, 2018 meeting as written. **Action Taken:** Motion carried unanimously.

B. Reports

1. Financial Report

Aasand reviewed the financials and pointed out highlights, stating the actuals are staying on track with the budget. The 2019 budget will be ready for its first reading at the July board meeting.

2. Director Report

Airport Master Plan update – the FAA continues to review the Alternatives chapter, and we hope to hear back soon.

Congress has extended the Reauthorization bill through their FY 2018.

Delta Headquarters Meeting – Delta is very pleased with their numbers here. Load factors and yields have been good and steady. We will likely see a gradual transition from the 50-seat regional jets to the 76-seat ones – depending on fuel prices. We stressed the importance with keeping our pricing in line with Fargo – this message resonated with Delta because it's also in their best interest to do so because the chances of passengers choosing Delta at Fargo is only 34% vs. nearly 100% at GFK.

Operations Statistics – We are on track with our record year of 2012 in take-offs and landings. We set all-time monthly records in February and April.

Allegiant added 2 more flights to our schedule as soon as they learned the Winnipeg Jets Hockey team was going to Las Vegas for the Stanley Cup playoffs. It was interesting that Allegiant proactively added two more flights last week between GFK and LAS without any prompting, which was nice to see and shows you that they will act quickly when the opportunity presents itself, as long as they have aircraft and crew available. Orlando service will likely not return to GFK until spring, partially due to the airline's shortage of aircraft while they're phasing out their older planes.

A second Air Service Task Force meeting is being planned for June. This is an outreach to the business community in coordination with the EDC and The Chamber. There has been good feedback, stemming from the first meeting.

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Board Announcements – Vice Chairman Brad Beyer announced that he will not be seeking an additional term after his expires on August 1st after serving since 1997. The City is advertising for a replacement. Karl Bollingberg has served 2 terms as Chair, so a new Chair and Vice Chair will be elected at the June meeting. Gary Malm is retiring from the County Commission effective December 31st, so at that time his position on the Airport Authority Board will be vacated until the County Commission reappoints one of their members to replace him.

Rates and Charges Survey – the board reviewed results of a survey of the rates and charges at surrounding airports and how they compare with GFK. This survey will be done on an annual basis to help GFK continue to be competitive. Kuhlman asked for additional information regarding monthly mass hangar rates. Fuel prices at area FBOs are surveyed once per month.

Agreements – the Airline Lease and Operating Agreements have been in negotiations since late 2016 and are nearing completion, hopefully we'll have a recommendation for the Board in June. We're also in negotiations with Oakwells and that recommendation will likely be in June as well.

2018 Airfield Lighting project will go out for bids May 29th and bids will be opened on June 19th. The project is expected to take about 30-40 days, primarily on Rwy 35L and TwyA.

Work on the 2019 Budget has begun. It will continue to be tight but positive.

3. Chairman Report

None.

C. New Business

1. Other

None

The meeting adjourned at 8:43 a.m.

Respectfully submitted,

Coleen Peterson, Board Secretary