

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

December 21, 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, December 21, 2017, presided by Vice Chairman Brad Beyer. Members present were Rick Meland, Jeannie Mock, Gary Malm, 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 8:00 a.m.

A. Reading and Approval of Minutes

It was moved by Malm and seconded by Meland to approve the minutes for the November 16, 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 his recent trip to Washington D.C. He traveled with Board Chairman Karl Bollingberg and KLJ's Tom Schauer to meet with FAA officials and our Federal Legislators to discuss our 10-year master plan, and more specifically, the rehab or reconstruction of our primary runway. He also spoke about GFK's need to provide additional seats for some of the estimated 4,000 fans that will fly to Las Vegas for a scheduled UND hockey game in October 2018. Lastly, he reminded the Commissioners of our January 3rd Christmas Party.

3. Chairman Report

None.

C. New Business

1. Airline Rates and Charges for 2018

John DeCoster, our Air Service Consultant from Trillion Aviation, was acknowledged as available to answer questions via teleconferencing. The Airport Authority entered Airline Lease Negotiations in 2017 and they are currently on-going. A major component of these negotiations is the development of a financial "model" that is fair and transparent for the airlines and allows cost recovery for the airport. Although there has been progress in the negotiations we do not have agreement to date on the financial model and we need to set Rates & Charges for Airline Landing Fees, Terminal Rents, and Terminal/Jetbridge Use Fees to be effective January 1, 2018. Given where we are in the negotiations we recommend keeping the current 2017 Airline Rates and Charges in effect until either July 1, 2018, or a new lease is executed. This will allow for some time to try to come to an agreement. The 2018 Budget will not be negatively impacted by keeping the 2017 rates as overall revenues will be higher by an estimated \$15,120.00. A motion was made by Mutchler, seconded by Malm to set the 2018

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Rates & Charges for Airline Landing Fee, Terminal Rent, Terminal Use Fee, and Jetbridge Use Fee at the same rates as currently in effect until the earlier of either (a) July 1, 2018, or (b) the execution of a new Airline Operating and Lease Agreement. **Action taken:** The motion was approved unanimously.

Kuhlman asked to have a comparison done with landing fees, terminal rents, ground rent, and fuel cost with other airports to make sure we're competitive.

Riesinger reported on the winter and spring plans for the East GA Development Project.

The Airport Drive/Highway 2 intersection was discussed.

The meeting adjourned at 8:36 a.m.

Respectfully submitted,

Coleen Peterson, Board Secretary