

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

January 24, 2019

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, January 24, 2019, presided by Chairman Rick Meland. Members present were Karl Bollingberg and Tim Mutchler. Jeannie Mock and Cynthia Pic participated via tele-conference. Absent were Dane Simonson 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 Mutchler and seconded by Bollingberg to approve the December 20, 2018 meeting minutes as written. **Action Taken:** Motion carried unanimously.

B. Reports

1. Financial Report

Aasand reviewed the financials and presented highlights. Revenues were over budget in 2018 for car rentals, restaurant and fuel flowage. Expenses were under budget.

2. Director Report

Riesinger commented on the weather overnight and welcomed one UND student observing this meeting for an airport management class he's taking.

The government shutdown affects Grand Forks employees at TSA, FAA Air Traffic Control Tower, U.S. Customs, and FAA Tech Ops. Operationally, GFK has had very little impact and we feel we have a very dedicated group that has been performing their duties without pay. Some groups from the area have been offering help.

Riesinger provided written and verbal testimony at the ND Legislative Session last week in front of the House Tax and Finance Committee regarding a bill (Operation Prairie Dog) that would provide \$50M for airport infrastructure on a two-year basis. There was very strong support from the 21 individuals who testified. The Governor has expressed some concern about the bill, mentioning he's more interested in infrastructure that is denser, and not roads that lead to urban sprawl. Bollingberg suggested meeting with the Governor. Riesinger participates in Team Grand Forks, and Operation Prairie Dog is one of their priority items. Team Grand Forks is scheduling to meet with the Governor in the near future.

Upcoming Calendar Events: February 2nd is UND Community Day for Aerospace on campus and at the airport. The Authority will help sponsor and will also have some of our equipment displayed at the event. Secondly, the Authority is sponsoring a table at the Mayor's State of the City Address on February 13th and Board members were invited to attend.

In 2018 GFK finished the year 2.3% lower than 2017 in enplanements, probably due to Allegiant going through a transition where they were short on aircraft for a time, causing GFK to lose about 1300 seats in December alone. Load factors were very strong, however.

GFK's PFC revenue should increase in early 2019 because Allegiant has added several more Phoenix/Mesa flights compared to last spring.

GFRAA is doing more advertising on YouTube and it's proving to be quite successful. We're able to target that to various areas like Winnipeg, Grand Forks, Devils Lake and Bemidji.

The take-offs and landings (tower operations) preliminary numbers from 2018 with over 368,000 operations, were record setting. GFK has been ranked in the top 25 busiest airports, and at times ahead of Philadelphia and LaGuardia in operations rankings.

3. Chair Report

Thanked staff for ending the year very strong.

C. New Business

1. December Airport Authority Meeting Date

Hansen Investments, Inc.(Hansen) currently has a concession agreement with the Airport Authority to operate the Avis Rental Car station in the terminal building. The Airport Authority has received correspondence that Hansen would like to have their existing concession agreement assigned to Reliance Leasing, Inc., as they are in the process of selling the business to them. Reliance Leasing, Inc. has operated the Avis Rental Car business at Fargo Hector Airport since 1971. They also have the Avis business at the Bemidji Airport. The GFRAA Attorney and Staff have reviewed the request and agree with assisting in the assignment. The parties are wanting to complete the purchase transaction in February. Mutchler moved to authorize the Executive Director to execute the assignment paperwork, subject to prior review and approval by the Airport Attorney. Bollingberg seconded the motion. **Action taken:** Motion carried unanimously.

The meeting adjourned at 8:40 a.m.

Respectfully submitted,

Coleen Peterson, Board Secretary