

**MINUTES  
WAYNE COUNTY AIRPORT AUTHORITY  
BOARD MEETING  
March 25, 2010**

**I. Roll Call**

Meeting of the Wayne County Airport Authority Board called to order at 1:33 p.m. at the Westin Hotel, Detroit Metropolitan Airport:

Charlie Williams – Chairperson  
Reneè Axt – Vice Chairperson  
Mary Zuckerman – Secretary  
Samuel Nouhan  
Bernard Parker

Excused: James Nicholson  
James Settles, Jr.

Also Present: See attached sign-in sheet.

**II. Approval of Minutes**

**A. Approval of Minutes from January 28, 2010 Board Meeting**

The Wayne County Airport Authority Board meeting minutes from January 28, 2010 were approved.

Motion by Bernard Parker; Supported by Mary Zuckerman  
Motion unanimously approved.

**III. CONSENT AGENDA - Contracts and Contract Amendments**

**A. Contracts and Contract Amendments were approved.**

Motion by Mary Zuckerman; Supported by Bernard Parker  
Motion unanimously approved.

**1. Reimbursable Intergovernmental Agreement (IGA)  
(Reconstruction of Runway 4R/22L and Associated Taxiways –  
Detroit Metropolitan Airport)**

Resolution to approve a **Reimbursable Intergovernmental Agreement (IGA)** (Part 1) with the Federal Aviation Administration (FAA) for limited engineering and other support services required

for the reconstruction of Runway 4R/22L and associated taxiways at Detroit Metropolitan Airport. The initial services include: FAA technical services, consultation, preliminary engineering, site visits, cost estimates and planning activities. The cost for these initial services, (Part 1 only), are estimated by the FAA at \$63,250.00.

**[Approved Resolution No. 10 – 18]**

**2. North Star Plumbing, Inc. (Backflow Prevention and Inspection/Testing Services – Detroit Metropolitan and Willow Run Airports)**

Resolution to approve a contract with **North Star Plumbing, Inc.**, to provide inspection, repair, testing, and replacement of backflow preventers, on an as-needed basis, for Detroit Metropolitan and Willow Run Airports. The contract term is a maximum of three (3) years commencing upon Notice of Award; initial one (1) year term, with two (2) one-year renewal options exercisable by the CEO, subject to vendor's satisfactory performance and availability of budgeted funds. The cost of the contract is not to exceed \$225,000.00. The contract was competitively solicited; contract deemed lowest responsive bid from a responsible bidder.

**[Approved Resolution No. 10 – 19]**

**3. Dymax Engineering (North Power House Natural Gas Turbine – Detroit Metropolitan Airport)**

Resolution to approve an amendment to the professional services contract with **Dymax Engineering**, to amend the scope of work and add funding to assist with the installation and integration of a natural gas turbine to the North Power House at Detroit Metropolitan Airport. The proposed amendment will be effective upon issuance of Notice to Proceed for the amended scope of work, and will terminate upon the Airport Authority's final payment for all required services (Estimated completion: July 2010). The cost of the proposed amendment is not to exceed \$68,000.00; for total contract costs not to exceed \$83,000.00.

**[Approved Resolution No. 10 – 20]**

4. **Northwest Consultants, Inc. (Bridge Inspection, Design and Engineering Services)**

Resolution to approve an amendment to the scope of services of the Detroit Metropolitan Airport bridge inspection, design and engineering professional services contract with **Northwest Consultants, Inc.**, as well as extend the term of the contract by three (3) months. The amended contract term will terminate December 7, 2010. There is no change to the total cost of the contract.

**[Approved Resolution No. 10 – 21]**

5. **Grainger, Inc. (Cooperative Agreement for Maintenance, Repair and Operating (MRO) Equipment)**

Resolution to approve an amendment to add funding to the contract with **Grainger, Inc.**, for the purchase of maintenance, repair, and operating (MRO) equipment and supplies for Airport Authority use through a cooperative agreement. The contract term is March 1, 2010, and will terminate February 28, 2014. The cost of the proposed amendment is not to exceed \$210,500.00; for total contract costs not to exceed \$260,500.00.

**[Approved Resolution No. 10 – 22]**

6. **Tri-County International Trucks, Inc. (Dump Trucks)**

Resolution to approve a contract with **Tri-County International Trucks, Inc.**, for a one-time procurement of two (2) replacement 10-cubic yard dump trucks, with V-bottom spreaders, for use at Detroit Metropolitan Airport. The cost of the one-time procurement is \$440,680.00. The contract was competitively solicited; contract deemed lowest responsive bid from a responsible bidder.

**[Approved Resolution No. 10 – 23]**

7. **American Association of Airport Executives (AAAE) (FBI Fingerprint Processing Services)**

Resolution to approve a special exception to the competitive solicitation process and to approve a contract with **American Association of Airport Executives (AAAE)**, to provide for TSA-mandated FBI fingerprint-based criminal history record checks, security threat assessment and associated security processing

services for all individuals applying for an Airport ID Badge at Detroit Metropolitan Airport. The contract will commence April 1, 2010 and terminate March 31, 2014. The cost of the contract is not to exceed \$1,100,000.00.

**[Approved Resolution No. 10 – 24]**

**8. First Independence Bank (Sponsorship Agreement for Branding/Marketing Opportunity)**

Resolution to approve an amendment to the existing contract with **First Independence Bank** to temporarily reduce the monthly ATM Service Fee for an ATM located in the ticket counter lobby of the North Terminal at Detroit Metropolitan Airport. The proposed amendment will be effective during the time period of March 1, 2010 through February 28, 2013, or at which point the average number of monthly ATM transactions exceeds 1,000, whichever occurs first.

**[Approved Resolution No. 10 – 25]**

**9. HDS & Partners at Detroit Metropolitan Wayne County Airport, LLC (Nationally Branded News/Gift Concession – Detroit Metropolitan Airport)**

Resolution to approve an amendment to the existing concession agreement with **HDS & Partners at Detroit Metropolitan Wayne County Airport, LLC**, to allow the closure of a small retail kiosk/newsstand (USA Today/Travel Zone) located in the North Terminal baggage claim area at Detroit Metropolitan Airport. The proposed amendment will be effective April 1, 2010.

**[Approved Resolution No. 10 – 26]**

**IV. Report from Chief Financial Officer**

Thomas Naughton, Executive Vice President and Chief Financial Officer, reviewed the Airport Authority's February 2010 Passenger Traffic Report, January 2010 Management Report and Detroit Metropolitan Airport's highlights.

Charlie Williams thanked Mr. Naughton for the excellent report and received the Chief Financial Officer report in file.

Reneè Axt requested an update on the Airport Authority's parking strategy because it is such an important part of the non-airline revenue that is relied on in the budget, and Jack Vogel, Senior Vice President of Business Development,

and Vera Marflak, Director – Business Development Administration, responded providing additional information.

Thomas Naughton reminded the Board that Delta Air Lines urged the increase in parking rates at the North Terminal Blue Deck garage for comparable pricing between the North and South Terminals garages. Mr. Naughton and Lester Robinson, Chief Executive Officer, clarified that it is required to include Delta Air Lines in the parking rate discussion before there is any change in the strategy.

At the request of Reneè Axt, Lester Robinson introduced the Airport Authority's parking team – Matt McGowan, Director of Landside Services and Mark Erby, Assistant Director of Landside Services.

Charlie Williams asked about a short-term, medium-term and long-term strategy for airport parking, and Jack Vogel responded.

Thomas Naughton and David DiMaria, Director of Willow Run Airport, responded to Bernard Parker's question is there anything the Airport Authority can attribute to the increase in revenue and reduction in expenses at Willow Run Airport.

At the request of Bernard Parker, Genelle Allen, Executive Vice President, agreed to provide at each Board meeting a report on the Airport Authority's Disadvantaged Business Enterprise (DBE) and Small Business Enterprise (SBE) Diversity Programs. Charlie Williams concurred and suggested that the Diversity Programs report should be provided to the Board through the Chief Executive Officer, or a hard copy, rather than being included in the Finance report.

Samuel Nouhan asked Jack Vogel if Business Development's short, medium and long-term parking strategies include corrective steps and if he is working in consultation with the Airport Authority's Internal Auditor on obtaining the necessary paper work and expenditures related to the Motor City Central Parking's (MCCP) audit, as discussed at the March 22 Audit Committee meeting. Jack Vogel responded to Mr. Nouhan's question and confirmed he is working in consultation with the Internal Auditor on this issue.

Samuel Nouhan asked if the parking credit card payment information has been analyzed and if pricing strategies could be designed to retain repeat credit card users and Lester Robinson, Jack Vogel and Vera Marflak responded. Mr. Nouhan further commented that he would like the Airport Authority staff to really analyze which segment of the parking market has been lost and how it might be recovered.

Charlie Williams requested that Jack Vogel present the Airport Authority's short-term strategy plan in regard to parking operations at the Airport at the next Board meeting. Mr. Williams also requested additional information about the upcoming

Request for Proposal (RFP) for parking operations at Detroit Metropolitan Airport and asked Mr. Vogel to be prepared to discuss it at the next Board meeting.

## V. Old Business

### A. Proposed Revisions to WCAA Ethics Ordinance

Bernard Parker, Ethics Committee Chairperson, reported the Ethics Committee had reviewed and considered the suggestions received from James Nicholson concerning the proposed revised Ethics Ordinance, and would like to revise the proposed amendment to include three changes to the proposed Ethics Ordinance that was included in the January 28<sup>th</sup> Board meeting materials. Mr. Parker reviewed the three changes to the proposed Ethics Ordinance.

Samuel Nouhan mentioned there are various references to a governmental entity in the Ethics Ordinance and noticed a definition of governmental entity was not included. Mr. Nouhan asked if a governmental entity includes the Airport Authority itself and Barbara Bowman, Outside Counsel from Bodman LLP which assisted in developing the proposed revised Ethics Ordinance, responded and agreed to review and see where the phrase is used and if it creates any issues for the Airport Authority and will bring it back to the Ethics Committee.

Bernard Parker thanked the Ethics Committee members and Airport Authority staff for their time and effort spent to look at comparable sources, both at airports and businesses, to reflect best practices and the revised Ethics Ordinance will hopefully provide guidance for a number of years.

Motion by Mary Zuckerman; Supported by Reneè Axt  
Motion unanimously approved.

**[Approved Resolution No. 10 – 27]**

## VI. New Business

### A. William A. Pritula and Sons, LLC (Pavement Rehabilitation and Replacement Services – Detroit Metropolitan and Willow Run Airports)

Resolution to approve a contract with **William A. Pritula and Sons, LLC**, to provide for pavement rehabilitation and replacement services for public roadways, airfields, and other areas at Detroit Metropolitan and Willow Run Airports. The contract term is a maximum of three (3) years commencing upon Notice of Award; initial one (1) year term with two (2) one-year renewal options exercisable by the CEO, subject to vendor's

satisfactory performance and availability of budgeted funds. The cost of the contract is not to exceed \$2,632,500.00 for FY 2010 work only. The contract was competitively solicited; contract deemed most responsive proposal from a responsive proposer.

Motion by Bernard Parker; Supported by Reneè Axt  
Motion unanimously approved.  
**[Approved Resolution No. 10 – 28]**

**B. Voice Over Internet Protocol (VoIP) Equipment, Software and Services (Avaya)**

Lester Robinson reported there is some detail that has to be worked out that involves the entire Airport and recommended that the Board pass on voting on this contract today. Mr. Robinson further reported that Arun Gulati, Vice President – Technology Services, will have a presentation on the VoIP equipment at the next Board meeting.

Mary Zuckerman moved to pass on this item today.

Motion by Mary Zuckerman; Supported by Bernard Parker  
Motion unanimously approved.

**VII. Audit Committee Report – March 22, 2010 Audit Committee Meeting, Samuel Nouhan, Chairman**

Samuel Nouhan provided a summary of the March 22, 2010 Audit Committee meeting. Mr. Nouhan reported that there were substantial irregularities with respect to the ACS Transport Solutions, Inc. contract and the Audit Committee has requested a specific response from the Airport Authority staff and is expecting that as soon as possible. Samuel Nouhan further reported that the External Auditor, Plante & Moran, gave the Airport Authority a satisfactory report as well as from Terry Teifer, Vice President – Treasury.

Charlie Williams received the Audit Committee report in file.

**VIII. Report from Chief Executive Officer**

**A. CEO Monthly Report – pursuant to WCAA Procurement and Contracting Ordinance, Section 7.J**

Mr. Robinson reported the January and February 2010 monthly reports on contracts issued under the authority of the Chief Executive Officer were included in the Board's meeting materials.

**B. Strategic Plan Icons Memo on Contract Award Recommendation Summaries**

Lester Robinson reviewed the memo that was included in the Board's meeting materials that describes the icons that have been added to the contract award recommendation summaries that points out how each of the contract items reconcile to the Airport Authority's Strategic Plan, as previously requested by Reneè Axt.

**C. J. D. Power & Associates Recognition as Highest in Overall Customer Satisfaction among Large Airports**

Lester Robinson presented the 2010 J. D. Power & Associates' Award that recognizes Detroit Metropolitan Airport as Highest in Overall Customer Satisfaction among Large Airports. Mr. Robinson acknowledged that he is very proud of the award and the Board should be too and asked the Board members to participate in a photo opportunity when the meeting concludes.

**IX. Chairperson's Comments**

Charlie Williams echoed Mr. Robinson's comments about Detroit Metropolitan Airport receiving the 2010 J. D. Power Award as Highest in Overall Customer Satisfaction among Large Airports and agrees it is truly a high honor and all of the staff should be saluted.

Mr. Williams reported that Lester Robinson's contract as the Chief Executive Officer expires on April 30<sup>th</sup> and is in negotiation. Charlie Williams noted that since the next Board meeting is scheduled May 27, 2010, he was requesting a motion to authorize the extension of Mr. Robinson's contract, on the same terms and conditions, through May 31, 2010.

Mary Zuckerman motioned for the extension of Lester Robinson's contract as Chief Executive Officer through May 31, 2010, on the same terms and conditions.

Motion by Mary Zuckerman; Supported by Axt  
Motion unanimously approved.

**[Approved Resolution No. 10 – 29]**

**X. Public Comment**

Charlie Williams opened the floor for Public Comment at 2:12 p.m. No public comment was received. Public Comment was closed at 2:12 p.m.



**XI. Closed Session**

Charlie Williams reported the Airport Authority Board does not require a Closed Session today.

**XII. Next meeting of the Wayne County Airport Authority Board is May 27, 2010. Location to be confirmed.**

**XIII. Adjourn**

Meeting adjourned at 2:13 p.m.

Motion by Bernard Parker; Supported by Reneè Axt  
Motion unanimously approved.

## ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Board Meeting

Date/Time: Thursday, March 25 - 1:30 PM

Place of Meeting: The Westin - Detroit Metropolitan Airport

NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Cindy Singer	LC Smith-Mezz	WCAA	Manager - Authority Affairs	(734) 942-1519
Joni McHall	LC Smith-Mezz	WCAA	Admin. Asst - Authority Affairs	(734) 247-7370
MARC KEMPFER LYNN BLUMENBERG		DELTA	REGIONAL DIRECTOR	612 727-6546
Connie Slack	LC Smith-Mezz	WCAA	Treasury Manager	(734) 247-7909
Dana Debel		Delta		
Michelle Plawczyk	LC Smith	WCAA	NOISE PROGRAMM- reports	734.942.1503 313-222-6885
John Wisely	615 W. Lafayette, Detroit	Free Press	Buyer	734-247-7374
Scott Daniels	LC Smith-Mezz	WCAA	Director	248.514.6080
Paul Tanisano	26500 American	Barton Maxon		

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Dorise Wilber	WCAA	WCAA	Director	734 840 3571
Dennis Martens	WCAA	WCAA	Asst Gen. Counsel	734 247-7330
Lynnda Kocay	WCAA	WCAA		
Gale LaLoche	WCAA	WCAA	VP HR	734 942 3728
John Krueger	WCAA			247 7461
ROS GIACOPETTI	WCAA			
David DiMark	WCAA			
Estelita Rehman	WCAA	WCAA	V.P. Technical Asst	247-7365
Bob Kolber	CBS		Man. Engineer	248-449-2659
Dwight Auguy	WCAA			

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E MacNeil	L.C. Smith	WCAA - Bus Dev	Mktg Mgr	734 955 3893
David Welbourn	/	FAA	Engineer	
HEATHER DAY	Le Smith	WCAA	Employee Services	247-7902
GARY TENAGLIA	12450 UNIVERSAL TAYLOR MI 48180	ENVISION	PRESIDENT	734 4032000
MADISON TENAGLIA	" "	" "	PROJECT MGMT	" "
PETER GARGIULO	LC Smith	WCAA	STRATEGY MGT	955-5705
Shelia Anderson	LC Smith	WCAA	Dir. of Procurement	7-7152
Sherrita Culloway	LC Smith	WCAA	de Solicitation Mgt	77283
Wayne Stewart	2105 Ryan Rd	BAC	SA	905-503-9128
WAYNE STEWART	LC Smith	WCAA	Director - PLANNING	734-247-7371

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MARK DEBEAU		WCAA		942-3009
MICHAEL CONWAY		WCAA		734 942 3558
Arjun Gulati		WCAA		734-247-7379
Tom McCarthy		WCAA		734 955 8882
Travis		WCAA		9426700
Ali DIB		WCAA		942 3876
Kelly Fitzgerald		WCAA		247-7276
Scott Winner		WCAA		734-955-3745
Cori Beckner		"		957011
Priscilla Verducci		WCAA		7-7028

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Mark Lou Post		WCAA		
Marge Gasrai		WCAA	Controller	734-247-6705
Steve Albright		WCAA	Dir. T.S.	734-247-7380
MAT McGraw		WCAA	Director Land Use	734-955-8776
JUST POWELL		WCAA	Secy	734-948-3747
Bob Zumba		WCAA	Deputy Director	
Jie Luo		Northwest Consultants	Vice President	734-454-7566
Mark Erby		WCAA	DD Land Use	
Donna Colley-Andrews		WCAA	Proc Mgr	XS-8772
Henry Preme	45470 Commerce Ct Plymouth MI 48170	Simmons Industries	Asst Exec	734 502-6457

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Joe Cambon	WCAA	WCAA	Director Birden	
Wynona Davis	Bldg 513A W Seminar Drive WCAA - HR	Associations Michi WCAA	Partner Director - HR	734 956-8669
Kimberly D'Agostino	WCAA	WCAA	Finance Mgr Executive VP	58875
Genelle Allen	WCAA	WCAA	<del>WCAA</del> Senior VP General Counsel	
Emily Newberger	WCAA	WCAA	Paralegal	
Andrea Valentini	WCAA	WCAA		
Sean Brosnan	WCAA	WCAA		

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Mark McCulloch	8005 McAllister Way Ypsilanti, MI 48197	CITIZEN		
BRAD JACOBSON		USA		
PAT FEANE	Willow Run	RSH	Sr. Engr	734 484 0962
Cary Schmidt	23800 Washington	AET	Am	248-905-8908
Phil Speer	Southfield MI	URS	Sr. BD Mgr	813-380-6610
ERIC LOUDON	METRO AIRWAY L2 OFFICE	MCCP	GENERAL MGR	734-229-5741
Heidi G. Hughes	3430 E. Jefferson Ave #337 Detroit, 48207	UNITE HERE LOCAL 24	Staff Director	313-259-8497
Jackie Kuylen	300 River Place Suite 2700	United	Staff	248-944-1407



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Eric Morris	333 Albert, Suite 333 E. LANSING, MI 48223	HNTB	Proj. MGR	517- 533-3330
Bob NELSEN	27777 FRANKLIN RD SOUTHFIELD, MI 48034	URS	PRJ. MGR	248 417-3837
PAUL McADAMS	300 RIVER PLACE DETROIT, MI 48207	UNITE HERE! LOCAL 24	Business REPRESENTATIVE	313-259- 6781
PATRICK MELTON	600 W. LAFAYETTE DET MI	Local 3317	Pres	313 3631090
Rea Engel	2605 Potlanning Rd Lansing, MI 48906	Mead & Hunt	VP	517-321-8334