

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
Gerald R. Ford International Airport, International Room
5500 44th Street SE, Grand Rapids, MI, 49512
Wednesday, December 13, 2023

A quorum being present, and in accordance with notice being duly given, Chair Koorndyk called the meeting of the Authority Board to order on December 13, 2023, at 8:30 a.m.

Chair Koorndyk welcomed everyone and asked for Board Member attendance by roll call:

Board Present: Birgit Klohs, Pete Beukema, Doug Small, Dan Burrill, Mike Verhulst, Emily Brieve, Dan Koorndyk – 7

Staff Present: Tory Richardson — President and CEO
Alex Peric -- Vice President and COO
Maria Kim – Chief Financial Officer
Lisa Carr – Public Safety & Operations Officer
Heather Day – Human Resources Director
Haley Meyer – Executive Assistant
Tom Cizauskas – Business Administration Manager
Kevin Delaney – Director of Maintenance and Asset Management
Casey Ries – Engineering & Planning Director
Brian Hillbrands – Planning Manager
Matt Zeilstra – Controller

Others Present: Mary Kay Shaver (Varnum), Josh Karp (CS Erickson), Ryan Graham (KISD), Kelly Jost (C&S), Walter Bujak (KCC), John Oliver, members of the Van Laar family: Jerry and Lynn Sytsma, and Joan Brockette.

Chair Koorndyk shared some remarks on John Van Laar's passing and contributions during his 36-year tenure serving on the board. A moment of silence was held.

12-1 Approval of the Agenda

Motion by Mr. Burrill, supported by Mrs. Brieve for the approval of the agenda.

12-2 Public Comment

There was no public comment.

12-3 Consent Agenda

a) Approval of Authority Board Minutes – November 15, 2023

FINANCE AND LEGISLATIVE COMMITTEE

b) Resolution 23-24: Pro Star Lease Amendment

c) Reports

- Project/Construction Report
- Public Safety and Operations Report
- Maintenance and Asset Management Report
- Media Report

Motion by Mr. Small, supported by Mr. Beukema the approval of Consent Agenda items a – c.
Chair Koorndyk asked for votes by roll call.

Yeas: Pete Beukema, Emily Brieve, Dan Burrill, Mike Verhulst, Birgit Klohs, Doug Small,
Dan Koorndyk – 7

Nays: 0

Motion Carried

12-4 Resolution 23-23: Kent Intermediate School District (KISD) Hangar Lease Renewal

Mr. Peric said Kent Intermediate School District has leased building space including a hangar since 2007 for the operation of an aircraft maintenance vocational training school and the district desires to extend the current lease for a 10-year period. The Authority is asking the approval to authorize the President and CEO to execute a Lease Renewal Agreement between the Gerald R. Ford International Airport Authority and the Kent Intermediate School District at a rate of \$0.25 per square foot given the school's tangible education benefits to the airport and civil aviation.

Ryan Graham with Kent Intermediate School District was present and provided his appreciation for our long-standing relationship with the school and extending the agreement for another 10 years.

Motion by Mr. Beukema, supported by Mrs. Brieve, the approval to authorize the President and CEO to execute a Lease Renewal Agreement between the Gerald R. Ford International Airport Authority and the Kent Intermediate School District.
Chair Koorndyk asked for votes by roll call.

Yeas: Pete Beukema, Emily Brieve, Dan Burrill, Mike Verhulst, Birgit Klohs, Doug Small,
Dan Koorndyk – 7
Nays: 0
Motion carried

12-5 Resolution 23-25: Title VI Compliance Plan

Mrs. Day said in 2021, at the recommendation of our aviation attorneys at Kaplan Kirsch Rockwell, we partnered with a labor and employment law firm named Littler (based in Minneapolis, MN) to begin work on our Title VI Compliance plan in anticipation of additional guidance from the FAA. GFIAA was notified that our Title VI Compliance plan had to be submitted to the FAA by December 31, 2023. This plan starts January 1, 2024, and ends December 31, 2027, and will be updated every three years. This plan is for all GFIAA staff, tenants, and vendors, including local, state, and federally-assisted contracts.

Motion by Mrs. Brieve, supported by Mr. Verhulst, the approval of GFIAA's Title Compliance Plan in accordance with FAA policy.
Chair Koorndyk asked for votes by roll call.

Yeas: Pete Beukema, Emily Brieve, Dan Burrill, Mike Verhulst, Birgit Klohs, Doug Small,
Dan Koorndyk – 7
Nays: 0
Motion carried

12-6 President and CEO Report

Mr. Richardson reviewed the CEO report.

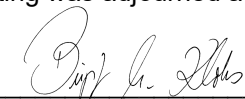
12-7 Other Business

No other business.

12-8 Adjournment

The meeting was adjourned at 9:00 a.m.

APPROVAL: _____



Birgit Klohs, Secretary to the Board