

**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
OPERATIONS AND MARKETING COMMITTEE
Gerald R. Ford International Airport, International Room
5500 44th Street SE, Grand Rapids, MI, 49512
February 16, 2022
8:10 a.m.**

AGENDA

Board Present: Dan Koorndyk, Doug Small, Roger Morgan – 3

Board Absent: Floyd Wilson, Jr. – 1

Staff Present: Tory Richardson, Margie Witbeck, Tom Cizauskas, Ashley Lucas, Tom Hatfield

2-1 Meeting Minutes

The Operations and Marketing Committee meeting minutes of January 19, 2022, were approved as submitted. Motion by Mr. Small, supported by Mr. Morgan. Motion carried.

2-2 Public Comment

No public comment

2-3 **Resolution 22-7:** Airfield Electrical – Design Consultant Agreement

Mr. Cizauskas said the new airfield lighting will be installed along runways 8R-26L & 17-35 and after a public Request for Qualifications was issued, staff is recommending CHA Consulting, Inc. as the design partner for the new lighting system.

Motion by Mr. Small, supported by Mr. Morgan, the approval of a contract with CHA Consulting, Inc. (CHA) for Airfield Electrical design not to exceed \$450,000, and authorization for the President & CEO to sign. Motion carried.

2-4 **Resolution 22-8:** Authority Policy Review

Mr. Cizauskas said that the Authority has 38 policies needing periodic review and Board approval of revisions. The two policies currently being reviewed are Alcohol and Controlled Substance Policy and Meeting Room Rental Policy

Motion by Mr. Small, supported by Mr. Morgan, the review and approval of proposed revisions to Authority Board approved policies. Motion carried.

2-5 **Resolution 22-9:** Luminar Technologies, Inc – Lease and Development Agreement

Mr. Cizauskas said that Luminar Technologies, Inc seeks a lease for the development and construction of a temporary testing facility to be constructed on a long and narrow site off Thornapple Drive. It will be a 5-year lease at approximately \$115,000 a year.

Motion by Mr. Small, supported by Mr. Morgan, the approval to authorize the President and CEO to enter into a Lease and Development Agreement between the Gerald R. Ford International Airport Authority and Luminar Technologies, Inc. Motion carried.

2-6 **Resolution 22-10:** Exit Lane Technology

Ms. Lucas said a contract with National Door System, LLC for a project that includes the purchase and installation of Exit Lane Technology is being requested by staff. The technology would allow TSA staff to be better utilized at the checkpoint while also increasing security. It will also restrict passengers from going the wrong way but will have an adjacent pass-through lane for emergency access.

Motion by Mr. Small, supported by Mr. Morgan, to increase the 2021 Capital Budget by \$271,377 for this project, and the approval of a contract with National Door Systems, LLC in an amount not to exceed \$871,377, to purchase and install Exit Lane Technology and authorize for the President and CEO to sign. Motion carried.

2-7 Update to Board Governance Documents

- **Resolution 22-4:** Amended and Restated Bylaws of the Gerald R. Ford International Airport
- **Resolution 22-5:** Revisions to Standing Rules of the Airport Authority
- **Resolution 22-6:** Delegation Authority to Chief Executive Officer

Mr. Richardson said that the Bylaws and Standing Rules of the Airport were adopted in 2015 and that several procedural and administrative changes have been identified requiring the need to amend. Mr. Richardson also said that the delegation authority to Chief Executive Officer Resolution is an annual resolution that needs to be reviewed and approved to delegate certain powers to the Chief Executive Officer to promote efficiency and minimize disruption to the operations of the Authority.

2-8 Air Service and Marketing Update

Mr. Richardson reviewed the Air Service Report and provided a marketing update.

2-9 February 2022 Construction/Project Report

Mr. Richardson reviewed the February 2022 Construction/Project Report.

2-10 Other

Resolution 22-11: MEDC Michigan Enhancement Grant Acceptance and Grant Sharing Agreement

Mr. Cizauskas said that the MEDC has provided a grant for \$1,625,000 to support the efforts of actively pursuing funding to connect certain residences in Cascade Township neighborhoods to the City of Grand Rapids domestic water supply. He added that the grant funds will pass directly to the City of Grand Rapids for water main extension project costs as agreed to in the grant sharing agreement.

Motion by Mr. Small, supported by Mr. Morgan, the Acceptance of a Michigan Economic Development Corporation (MEDC) Michigan Enhancement Grant and approval of Grant Sharing Agreement with the City of Grand Rapids and authorize the President & CEO to execute the Grant, Grant Sharing Agreement and all related documents. Motion carried.

Meeting adjourned at 9:00 a.m.