

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
Wednesday, January 27, 2021

A quorum being present and in accordance with notice being duly given, Chair Koorndyk called the meeting of the Authority Board to order on January 27, 2021 at 8:30 a.m.

Staff Present: Tory Richardson - President and CEO
Alex Peric - Vice President and COO
Margie Witbeck – Executive Assistant

Others Present:

Mary Kay Shaver – Airport Attorney
Casey Ries – Engineering and Planning Director
Lisa Carr – Public Safety & Operations Director
Mo Lynch – Human Resources Director
Tim Haizlip – Maintenance Director
Matt Zeilstra – Interim CFO
Stephen Clark – Director of Commercial Development
Dan Villalobos – Terminal Operations Supervisor
Ashley Lucas – Operations Manager
Moe Khattak – Manager of Business Analytics & Strategy
Tom Cizauskas – Purchasing Manager
Clint Nemeth – Engineering Manager
JJ Swain – IT Manager
Jon Couchenour – IT Helpdesk Technician
Michelle Baker – Environmental Manager
Laura Feigel – Executive Assistant
Pat Howe – Network & Security Administrator
Judy Junewick – Accounting Specialist
Lisa Rauch – HR Administrator
Mary Ann Sabo – Sabo PR
Kelly Jost – C&S
BC – Guest
Jim – Guest
John Oliver – Guest
Nicholas Patterson - Guest

Board Attendance:

Mr. Koorndyk asked for a roll call for Board members in attendance.

Member Klohs stated she was attending the meeting from Grand Rapids, Michigan
Member Beukema stated he was attending remotely from Zeeland Township, Michigan
Member Small stated he was attending remotely from Grand Rapids Township, Kent County, Michigan
Member Brieve stated she was attending remotely from Caledonia, Michigan
Member Morgan stated he was attending remotely from Courtland Township, Rockford, Michigan
Vice Chair Wilson stated he was attending from Grand Rapids, Michigan
Chair Koorndyk stated he was attending from Grand Rapids, Michigan

Present: Mr. Koorndyk, Mr. Wilson, Mrs. Klohs, Mr. Small, Mr. Morgan, Mr. Vonk, Mr. Beukema – 7
Absent: 0

1-1 Approval of the Agenda

Motion by Mrs. Klohs, supported by Mr. Wilson, the approval of the agenda. Motion carried.

Yeas: Mr. Koorndyk, Mr. Wilson, Mrs. Klohs, Mr. Small, Mr. Morgan, Mrs. Brieve, Mr. Beukema – 7
Nays: 0

1-2 **Public Comment**

No public comment

1-3 **Consent Agenda**

- a) Approval of Authority Board Minutes – December 16, 2020 and Organizational Board Meeting Minutes – January 13, 2021

FINANCE AND LEGISLATIVE COMMITTEE

- b) **Resolution 20-52:** AT&T Neutral Host Lease Agreement

OPERATIONS AND MARKETING COMMITTEE

- c) **Resolution 21-1:** 2021 Capital Budget Amendment and Equipment Purchases

d) Reports

- Project/Construction Report
- Gateway Transformation Phase 2 Dashboard
- Public Safety and Operations Report
- Aviation Activity Report

Motion by Mr. Wilson, supported by Mrs. Klohs, the approval of Consent Agenda items a - d.
Motion carried.

Yeas: Mr. Koorndyk, Mr. Wilson, Mrs. Klohs, Mr. Small, Mr. Morgan, Mrs. Brieve, Mr. Beukema – 7
Nays: 0

1-4 **Resolution 21-3:** Adoption of 2021 Rates and Charges Resolution and Airport Operating and Terminal Building Occupancy Permit

Mr. Zeilstra said that the Landing and Terminal Rental Rate fees have changed slightly from 2020. He also said that the Economy lot is not open right now and because of it, the North Lot temporary cost is \$10/day (a decrease from \$13/day). When the Economy Lot reopens, the cost will be \$10/day and the North Lot will go back to \$13/day.

Motion by Mrs. Klohs, supported by Mr. Beukema, the adoption of the 2021 Rates & Charges Resolution and approve the 2021 Airport Operating and Terminal Building Occupancy Permit.
Motion carried.

Yeas: Mr. Koorndyk, Mr. Wilson, Mrs. Klohs, Mr. Small, Mr. Morgan, Mrs. Brieve, Mr. Beukema – 7
Nays: 0

1-5 **Resolution 21-4:** Approval of Resolution Ratifying, Confirming and Delegating Authority to President/Chief Executive Officer to Address COVID-19 Issues

Mr. Richardson said that this is similar to the resolution that was adopted in April of 2020 but would like to ratify and confirm the authority of, and continuing certain delegations to, the President/Chief Executive Officer to address the ever-changing emergency situation in the best interest of the health, safety and wellbeing of its passengers, employees and operators.

In addition, delegating authority to the President and CEO to address COVID-19 issues will continue to allow for a quick turnaround with signatures for Grants and other written orders.

Motion by Mr. Wilson, supported by Mr. Small, the approval of Resolution Ratifying, Confirming and Delegating Authority to President/Chief Executive Officer to Address COVID-19 Issues. Motion carried.

Yeas: Mr. Koorndyk, Mr. Wilson, Mrs. Klohs, Mr. Small, Mr. Morgan, Mrs. Brieve, Mr. Beukema – 7
Nays: 0

1-6 President and CEO Report

Mr. Richardson presented the President and CEO report to the Board.

1-7 Other Business

No other business was discussed.

1-8 Adjournment

The meeting was adjourned at 9:40 a.m.

APPROVAL: _____
Birgit Klohs, Recording Secretary to the Board

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