

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
Wednesday, October 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 October 27, 2021, at 8:30 a.m.

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

Board Present: Dan Koorndyk, Pete Beukema, Doug Small, Roger Morgan, Birgit Klohs - 5

Board Absent: Floyd Wilson, Jr., Emily Brieve - 2

Staff Present: Tory Richardson - President and CEO
Alex Peric – Vice President and COO
Matt Zeilstra – Interim CFO
Margie Witbeck – Executive Assistant
Casey Ries – Engineering and Planning Director
Lisa Carr – Public Safety & Operations Director
Kevin Delaney – Maintenance & Asset Management Director
Jon Couchenour – IT Helpdesk Technician
Clint Nemeth – Engineering Manager
Tom Cizauskas – Purchasing Manager

Others Present: Mary Kay Shaver (Varnum), Ben Swayze, Doug Sluiter, Zac Bosma, Josh Tolbert, Jorge V.

Mr. Koorndyk announced two amendments to the agenda. He added Resolution 21-40: Airport Concession Disadvantaged Business Enterprises Program: 2022 – 2024 Policy and Goals Update and Resolution 21-44: Second Resolution Amending Supplemental and Amending Authority Resolution Authorizing Issuance of Revenue Bonds.

10-1 Approval of the Agenda

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

Yeas: Dan Koorndyk, Pete Beukema, Doug Small, Roger Morgan, Birgit Klohs – 5

Nays: 0

10-2 Public Comment

No public comment

10-3 Consent Agenda

- a) Approval of Authority Board Minutes – September 29, 2021

FINANCE AND LEGISLATIVE COMMITTEE

- b) **Resolution 21-34:** Authority Policy Review
c) **Resolution 21-35:** Cascade Charter Township – Temporary Fire Hall Lease Agreement

OPERATIONS AND MARKETING COMMITTEE

- d) **Resolution 21-38:** Airport Operations Center (AOC) Phase 1 – FF&E and IT Equipment
e) **Resolution 21-39:** Concourse A Expansion – Construction Phase Contracts
f) Reports
- Project/Construction Report
 - Public Safety and Operations Report
 - Aviation Activity Report
 - Media Report

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

Yeas: Dan Koorndyk, Pete Beukema, Doug Small, Roger Morgan, Birgit Klohs – 5

Nays: 0

10-4 **Resolution 21-40:** Airport Concession Disadvantaged Business Enterprise (ACDBE) Program 2021 – 2024 Policy and Goals Update

Mr. Clark said the current ACDBE policy is used to ensure disadvantaged businesses have an equal opportunity to participate in the Airport's concessions program. The change proposed to the goals have an increased participation rate from 5.22% of revenues to 9.09%.

Motion by Mr. Beukema, supported by Mrs. Klohs, the approval of the revised Airport Concession Disadvantaged Business Enterprise (ACDBE) Policy and Goals for 2022 – 2024. Motion carried.

Yeas: Dan Koorndyk, Pete Beukema, Doug Small, Roger Morgan, Birgit Klohs – 5

Nays: 0

10-5 **Resolution 21-44:** Second Resolution Amending Supplemental and Amending Authority Resolution Authorizing the Issuance of Revenue Bonds

Mr. Zeilstra said that the 2021 Bond issue is designed to have the first two years of interest paid with proceeds from the sale of the bonds and Resolution 21-44 is needed to document that intent.

Mr. Koorndyk asked for a roll call vote for the approval of the Second Resolution to the 2020 Supplemental and Amending Authority Resolution Authorizing the Issuance of Revenue Bonds, Series 2021.

Yeas: Dan Koorndyk, Pete Beukema, Doug Small, Roger Morgan, Birgit Klohs – 5

Nays: 0

Motion carried.

10-6 Gerald R. Ford International Airport Authority Zoning Board – Appointment of Member

Motion by Mrs. Klohs, supported by Mr. Beukema, the appointment of Brian Hilbrands (Cascade Township Planner) to the Zoning Board of Appeals filling the remaining unexpired term until December 2023.

10-7 President and CEO Report

Mr. Richardson reviewed the CEO report.

10-8 Other Business

No other business was discussed.

10-9 Adjournment

The meeting was adjourned at 9:20 a.m.

APPROVAL: _____
Birgit Klohs, Recording Secretary to the Board