

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, October 30, 2024

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 30, 2024, at 8:30 a.m.

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

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

Staff Present: Tory Richardson – President and CEO
Alex Peric – Vice President and COO
Haley Meyer – Executive Assistant
Lisa Carr – Public Safety & Operations Director
Matt Zeilstra – Controller
Heather Day – Human Resources Director
Chris King-Dye – Maintenance and Asset Management Director
Tom Cizauskas – Business Administration Manager
David Cripps – Facilities Manager
Jack Bryan – Assistant Project Manager
Jon Couchenour – IT Support Analyst
Madyson Mansfield – Human Resources Generalist
Ann Biafore – Human Resources Administrative Assistant
Brett Groth – Cyber Security Analyst
Casey Ries – Chief Asset Development Officer
Dan Villalobos – Terminal Operations Supervisor
Brian Hilbrands – Planning Manager
Ben Draper – Rescue Firefighter
Elijah Howe – Equipment Operator 1
Joel Heydenburk – Equipment Operator 1
Justin Mulka – Equipment Operator 1
Dalan Morris – Equipment Operator 1
Edward Burris – Equipment Operator 1
Robert Lubbers – Equipment Operator 1
Ashton Gabel – Equipment Operator 1
James Nelson – Equipment Operator 1
Brendan Echelbarger – Equipment Operator 1
Dakota Rexford – Equipment Operator 1
Tim Lovell – Equipment Operator 1

Others Present: Mary Kay Shaver (Varnum), Walter Bujak (KCC), Mary Ann Sabo (Sabo PR), Mark Brukink (Mead and Hunt), Theresa Danneffel (Experience GR), Shawn Hardy (TPG), Ethan Fulton (WSP), Tom Moerdyk, John Oliver

10-1 Approval of the Agenda

Motion by Mrs. Klohs supported by Mr. Small the approval of the agenda.

10-2 Public Comment

No public comment.

Chair Koorndyk welcomed Theresa Danneffel, Guest Experience Manager with Experience Grand Rapids and Alex Peric, Chief Operating Office with Gerald R. Ford International Airport Authority to the podium while Mr. Richardson shared recent recognition we have received. Mr. Richardson said the Gerald R. Ford International Airport Authority was recognized as one of the top-performing airports globally for guest experience by Airports Council International World's 2023 Airport Service Quality (ASQ) Awards on September 25, 2024. Mr. Peric and Mrs. Danneffel went to Atlanta to accept the following awards: Best Airport of 2 to 5 Million Passengers in North America, Airport with

the Most Dedicated Staff in North America, Easiest Airport Journey in North America, Most Enjoyable Airport in North America, and Cleanest Airport in North America.

10-3 Consent Agenda

- a) Approval of Authority Board Minutes – August 28, 2024
- b) Approval of Public Hearing Meeting Minutes – October 23, 2024.

- c) Reports
 - Project/Construction Report
 - Public Safety and Operations Report
 - Maintenance and Asset Management Report
 - Aviation Activity Reports
 - Media Report

Motion by Mr. Small, supported by Mr. Verhulst, the approval of Consent Agenda items a – c.
Motion carried.

10-4 Resolution 24-13: Refunding of 2015 Bonds

Mr. Zeilstra reviewed that the 2015 Series Revenue and 2015 Refunding bonds were available for refunding the remaining portion.

Motion by Mrs. Klohs, supported by Mr. Beukema, the approval of the Refunding of 2015 Bonds.
Chair Koorndyk asked for votes by roll call.

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

Nays: 0

Motion carried.

10-5 Resolution 24-14: Approval of 2025 Operating Budget

Mr. Zeilstra reviewed the 2025 annual operating budget.

Motion by Mr. Burrill, supported by Mr. Beukema, the approval of the 2025 Operating Budget. Chair Koorndyk asked for votes by roll call.

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

Nays: 0

Motion carried.

10-6 Resolution 24-15: Adoption of 2025 Rates and Charges

Mr. Zeilstra reviewed the 2025 rates and charges.

Motion by Mr. Beukema, supported by Mr. Small, the approval of the 2025 Rates and Charges.
Chair Koorndyk asked for votes by roll call.

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

Nays: 0

Motion carried.

10-7 Resolution 24-16: Approval of 2025 Capital Budget

Mr. Ries reviewed the 2025 capital budget. He reviewed the current priorities and significant projects.

Motion by Mrs. Klohs, supported by Mrs. Brieve, the approval of the 2025 Capital Budget. Chair Koorndyk asked for votes by roll call.

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

Nays: 0

Motion carried.

10-8 Resolution 24-17: Approval of 2026-2030 Capital Improvement Plan

Mr. Ries reviewed the CIP and said an updated plan is required to be submitted to the FAA and MDOT on an annual basis.

Motion by Mr. Burrill, supported by Mrs. Brieve, the approval of the 2026-2030 Capital Improvement Plan. Chair Koorndyk asked for votes by roll call.

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

Nays: 0

Motion carried.

10-9 Resolution 24-18: Authorization for CEO to Execute State Agreements

Mr. Richardson reviewed that Michigan Department of Transportation requested every airport in Michigan to adopt a resolution in the format provided by the State that authorizes the CEO to execute state agreements.

Motion by Mr. Beukema, supported by Mr. Small, the approval of the Authorization for CEO to Execute State Agreements. Chair Koorndyk asked for votes by roll call.

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

Nays: 0

Motion carried.

10-10 President and CEO Report


Mr. Richardson reviewed the CEO report.

10-11 Other Business

No other business was discussed.

10-12 Adjournment

The meeting was adjourned at 9:24 a.m.

APPROVAL: 

Birgit Klohs, Secretary to the Board

HM