

**MEETING MINUTES**  
**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD**  
**Wednesday, September 27, 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 September 27, 2023, at 8:30 a.m.

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

Board Present: Pete Beukema, Dan Burrill, Doug Small, Dan Koorndyk, Birgit Klohs – 5

Board Absent: Mike Verhulst, Emily Brieve - 2

Staff Present: Tory Richardson — President and CEO  
Alex Peric -- Vice President and COO  
Maria Kim – Chief Financial Officer  
Lisa Carr – Public Safety & Operations Director  
Casey Ries – Engineering & Planning Director  
Heather Day – Human Resources Director  
Matt Zeilstra – Controller  
Haley Meyer – Executive Assistant  
Tom Cizauskas – Business Administration Manager  
Jon Couchenour – IT Support Analyst  
Heidi Groenboom – Communications and Events Associate  
Haley Abbas – Marketing and Communications Manager

Others Present: Mary Kay Shaver (Varnum), Dave Caldon (Varnum), Kirk Griffes (CS Erickson), Sam Ward (Ward Aviation), Nate TenBrink (Ward Aviation), Debra Unseld (West Michigan Veterans Coalition), Paul Ryan (West Michigan Veterans Coalition), Ryan Burke, (West Michigan Veterans Coalition), Jeff Longworth (Earth and Water), Charlie Denton (Barnes & Thornburg), John Oliver

9-1 Approval of the Agenda

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

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

Nays: 0.

Motion carried.

9-2 Public Comment

No public comment.

9-3 Special Presentation

The GRR Runway 5K on September 9<sup>th</sup> raised \$13,938 for West Michigan Veterans Coalition. Chair Koorndyk and Tory Richardson presented West Michigan Veterans Coalition with the check.

9-4 Consent Agenda

a) Approval of Authority Board Minutes – August 30, 2023

OPERATIONS AND MARKETING COMMITTEE

b) Reports

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

Motion by Mr Small, supported by Mrs. Klohs, the approval of Consent Agenda items a - b. Chair Koorndyk asked for votes by roll call.

Yeas: Dan Koorndyk, Birgit Klohs, Pete Beukema, Dan Burrill, Doug Small – 5  
Nays: 0.  
Motion carried.

9-5 President and CEO Report

Mr. Richardson reviewed the CEO report.

9-6 Other Business

No other business.

9-7 Closed session to discuss three matters pursuant to Sections 8(1)(e), 8(1)(h), and 8(1)(d) of the Open Meetings Act, respectively.

At 8:55 am motion by Member Small, supported by Member Beukema, to recess to a closed session pursuant to (1) Section 8(1)(e) of the Open Meetings Act to consult with our attorney regarding trial or settlement strategy in connection with Michigan Department of Environment Great Lakes and et al vs. Gerald R. Ford International Airport Authority et al, Case #: 23-08850-CE filed in Kent County 17<sup>th</sup> Judicial Circuit Court, (2) Section 8(1)(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute, specifically a written legal opinion by legal counsel regarding zoning issues, respectively, and (3) Section 8(1)(d) of the Open Meetings Act to consider the purchase of real property. The matter discussed under (2) is exempt from disclosure under Section 13(1)(g) of the Freedom of Information Act. Chair Koorndyk asked for votes by roll call.

Yeas: Dan Koorndyk, Birgit Klohs, Pete Beukema, Dan Burrill, Doug Small – 5  
Nays: 0.  
Motion carried.

Motion by Member Beukema, supported by Member Small, to conclude closed session and recess to open session at 10:06 am. Chair Koorndyk asked for votes by roll call.

Yeas: Dan Koorndyk, Birgit Klohs, Pete Beukema, Dan Burrill, Doug Small – 5  
Nays: 0.  
Motion carried.

Open session resumed at 10:06am.

Motion by Member Small, supported by Member Beukema, to authorize the President and CEO to proceed in accordance with the recommendations of counsel discussed in closed session under Section 8(1)(e) of the Open Meetings Act. Chair Koorndyk asked for votes by roll call.

Yeas: Dan Koorndyk, Birgit Klohs, Pete Beukema, Dan Burrill, Doug Small – 5  
Nays: 0.  
Motion carried.

Motion by Member Small, supported by Member Klohs, to authorize the President and CEO to proceed in accordance with the recommendations of counsel as outlined in the written legal opinion discussed in closed session under Section 8(1)(h) of the Open Meetings Act. Chair Koorndyk asked for votes by roll call.

Yeas: Dan Koorndyk, Birgit Klohs, Pete Beukema, Dan Burrill, Doug Small – 5  
Nays: 0.  
Motion carried.

9-8 Adjournment

The meeting was adjourned at 10:08 a.m.

APPROVAL: \_\_\_\_\_  
Birgit Klohs, Secretary to the Board

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Proposed