

**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
November 9, 2022
8:05 a.m.**

Board Present: Michael Verhulst, Dan Koorndyk - 2

Board Absent: Doug Small, Roger Morgan - 2

Staff Present: Tory Richardson, Alex Peric, Casey Ries, Lisa Carr, Michelle Baker, Tom Cizauskas, Haley Abbas, Margie Witbeck

11-1 Meeting Minutes

The Operations and Marketing Committee meeting minutes of October 19, 2022, were approved as submitted. Motion by Mr. Verhulst, supported by Mr. Koorndyk. Motion carried.

11-2 Public Comment

No public comment

11-3 **Resolution 22-37:** Environmental Services Contract Amendment

Ms. Baker said the Environmental Services Contract with LimnoTech is due for annual review and approval. The estimated maximum contract cost is \$754,824 and includes NPDES permit compliance work, stormwater testing, and associated reporting. Actual contract work varies with winter weather conditions. Funding for these annual services is included in the 2023 operating budget.

Motion by Mr. Verhulst, supported by Mr. Koorndyk, the approval of the annual Environmental Services contract for 2023. Motion carried.

11-4 Resolution 22-33: 2023 Annual Operating Budget

Mr. Zeilstra reviewed the 2023 annual operating budget. He said the revenues are programmed at approximately \$65.7 million and expenses at approximately \$41 million. The Airplane Landed Weight is projected to be \$2 billion, Enplanements are projected to be \$1.8 million. Mr. Zeilstra reviewed the budget regarding salaries and benefits, supplies, and contract services.

11-5 Resolution 22-34: Adoption of 2023 Rates and Charges Resolution and Airport Operating and Terminal Building Occupancy Permit

Mr. Zeilstra said there are no major changes. The rates and charges were introduced to the airlines and they approved them. The parking cost may increase up to \$3.00 depending on the demand at the time. He added that the East Lot will close after Spring Break 2023.

11-6 Resolution 22-35: 2023 Capital Budget

Mr. Ries provided an overview of the 2023 capital budget noting that project and equipment needs and costs have been updated including considerations for inflation and construction cost escalation. He reviewed the current priorities and significant projects.

11-7 Resolution 22-36: 2024 – 2028 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. The current CIP works toward the completion of ELEVATE components to add capacity to the terminal core and begins airfield geometry improvements focusing on current taxiway standards with wildlife habitat mitigation.

11-8 Airport Service Quality (ASQ) Quarterly Update

Mrs. Carr said the airport has received a score of 4.55 out of 5 from ASQ. The goal of 4.5 was met and exceeded. ASQ reviews several factors that are figured into their scoring including cleanliness, ease of access, airport characteristics, and various other factors.

11-9 November 2022 Construction/Project Report

Mr. Ries reviewed the November Construction/Project Report. He said the terrazzo flooring on Concourse A has begun. He also said that Field Maintenance and Engineering teams have decided to relocate and improve the field maintenance fuel farm as part of the Snow Removal Equipment (SRE) Building project.

11-10 Other

Mr. Richardson announced that Ms. Abbas attended the ACI Airport Marketing Communications & Customer Experience Conference to accept the ACI's Best Marketing Program Award on behalf of the airport.

Meeting adjourned at 9:07 a.m.

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