

**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
FINANCE AND LEGISLATIVE COMMITTEE MINUTES
Wednesday, September 30, 2020
7:30 a.m.**

Present: Ted Vonk, Birgit Klohs, Dan Koorndyk

Also Present: Tory Richardson, Alex Peric, Maureen Lynch, Casey Ries, Stephen Clark,
Matt Zeilstra, Margie Witbeck

Present via Teams: Tim Haizlip, Lisa Carr, Jon Couchenour, Tom Cizauskas, Clint Nemeth, Moe Khattak, Laura Feigel

9-1 Meeting Minutes

Motion by Mrs. Klohs, supported by Mr. Koorndyk, the Finance and Marketing Committee meeting minutes of August 26, 2020 were approved as submitted. Motion carried.

9-2 Public Comment

No public comment.

9-3 Resolution 20-40: Tresstar, LLC – Hangar Lease Second Amendment

Mr. Clark said that Universal Forest Products a/k/a Tresstar, LLC, has leased a 61,100 square foot ground parcel in support of its corporate flight department. Tresstar seeks to renew their existing ground lease for a final nine-year term. He said that the overall value of the nine-year extension will be approximately \$290,000. Mr. Clark added that there is currently one aircraft and five pilots.

Motion by Mrs. Klohs, supported by Mr. Koorndyk, the approval to authorize the President and CEO to enter a Second Lease Amendment between the Gerald R. Ford International Airport Authority and Tresstar, LLC. Motion carried.

9-4 Resolution 20-41: Draft 2021 Annual Operating Budget

Mr. Zeilstra reviewed the 2021 budget assumptions, the major revenue variations, and operating margin. He said that our number one goal is to keep the fees to the airlines as low as we can and to keep them happy. Airline cost containment is always a priority. The 2021 activity will continue a slow recovery from Covid-19. Conservative on Revenue and slightly aggressive on expenses. The parking revenue is estimated to increase by \$2.5 million to \$15.9 million. Salaries, Wages and Benefits are expected to increase by \$723 thousand (6.89%) in 2021, from expected 2020 actual personnel expenses.

Mr. Koorndyk asked if we can get additional FAA grants and Mr. Richardson answered that there is nothing currently available but there are talks of additional packages coming to airports to help with capital projects.

Mr. Ries reviewed the Capital Budget major projects and Capital Improvement Plan. He said that the major projects are PCC / EOC Facility, the FIS Development – Phase 1, Year 2, the South Perimeter Road Reconstruction, In-Line Baggage Design, RAC Service Facility Addition and Land Acquisition.

Motion by Mrs. Klohs, supported by Mr. Koorndyk, the approval of the 2021 Operating Budget. Motion carried.

9-5 **Resolution 20-42:** Draft 2021 Capital Budget

Mr. Ries said that the most 2020 capital projects including the Concourse A Expansion, EOC/PCC/Operations Facility, South Perimeter Road Reconstruction and the Rental Car Service Facility Expansion delayed as a result of the COVID-19 pandemic have been included in the 2021 Capital Budget. He added that Concourse A will be funded by bonds.

Motion by Mrs. Klohs, supported by Mr. Koorndyk, the approval of the 2021 Capital Budget. Motion carried.

9-6 **Resolution 20-43:** 2022-2026 Capital Improvement Plan

Mr. Ries said that an update of the Capital Improvement Plan (CIP) is required to be submitted to the FAA and MDOT on an annual basis. 2020 projects which were delayed as a result of the COVID-19 pandemic and were not identified as priority for 2021 have been included in the 2022-2026 CIP. Those projects include the expansion of Concourse A, completion of a Federal Inspection Station (FIS) to process international arrivals, expansion the Field Maintenance facility, Wetland/Wildlife Habitat mitigation, construction of additional parking facilities, and prioritized airfield taxiway reconstruction efforts including geometry improvements.

Motion by Mrs. Klohs, supported by Mr. Koorndyk, the approval of the 2022-2026 Capital Improvement Plan. Motion carried.

9-7 **Other**

There was no other business brought before the committee.

Meeting adjourned at 8:33 a.m.

MAW