

**MEETING MINUTES**  
**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD**  
**August 29, 2018**

A quorum being present and in accordance with notice being duly given, Chair Koorndyk called the meeting of the full Authority Board to order on August 29, 2018 at 8:30 a.m.

**Board Members Present:** Dan Koorndyk, Floyd Wilson, Jr., Roger Morgan  
Ted Vonk, Steve Heacock, and Birgit Klohs – 6

**Absent:** David Slikkers - 1

**Also Present:**

Jim Gill – President & Chief Executive Officer  
Bob Buchanan – Airport Attorney  
Brian Picardat – Vice President and Chief Financial Officer  
Alex Peric – Vice President and COO  
Lisa Belt – Human Resources Director  
Tara Hernandez – Marketing and Communications Director  
Matt Zeilstra – Controller  
Joe Dancz – ARFF Chief  
Rick Aro – Police Chief  
Mike Keane – Police Sergeant  
Mary Kay Shaver - Varnum  
Dan Villalobos - Ground Transportation Supervisor  
Casey Ries – Engineering & Planning Director  
J.J. Swain – IT Manager  
Sharon Townsend – Grand Valley State University  
Moe Khattak – Business Analyst  
Roy Hawkins – Planning Engineer  
Laura Feigel – Executive Assistant  
Lisa Rauch – HR Administrator  
Mershanda LaMar – HR Specialist  
Clint Nemeth – Engineering Manager  
Stephen Clark – Business Development Manager  
Tom Cizauskas – Purchasing Manager  
Susan Sherman – Communications Coordinator  
Alicia Roberts – Communications Coordinator  
Spencer Gillette – Steven Baldwin & Associates  
Abeer Khatib – C&S Companies  
Glory Meyer – Experience GR  
David Mason – Mead & Hunt  
Mark Breukink – Mead & Hunt  
Chuck Cox – Northern Jet Management  
John Oliver – Citizen  
David DeBoer – Executive Air Transport  
Steve Walz – Metro Cab at Grand Rapids  
Terry Boer – Executive Air Transport  
Krisha Graves – Signature Flight Support  
Jordan Covely – Inovateus Solar  
Alexis Rangel – LMCU  
Don Bratt – LMCU  
Eric Peterson - Alliance

8-1 **Approval of the Agenda**

The agenda was approved and adopted by Mr. Vonk.

8-2 **Public Comment**

No public comment.

8-3 **Special Presentation – Coin Collectors**

Coin collectors will be located just prior to TSA for customers to donate their loose change. The amount collected will be matched by Lake Michigan Credit Union and donated to Mel Trotter.

8-4 **Consent Agenda**

a) Approval of Authority Board Minutes – June 20, 2018

**Operations and Marketing Committee Resolutions**

- b) **Resolution 18-28**
- c) **Resolution 18-29**
- d) **Resolution 18-30**
- e) **Resolution 18-31**
- f) **Resolution 18-32**
- g) **Resolution 18-33**

**Finance and Legislative Committee Resolutions**

h) **Resolution 18-34:** East Parking Lot Rehabilitation – Budget Increase

- i) Reports
  - Project/Construction Report
  - Public Safety and Operations Report
  - Aviation Activity Report
  - Financial Statements

Motion by Mr. Vonk, supported by Mrs. Klohs, that Consent Agenda items a-i be approved.  
Motion carried.

8-5 **Resolution 18-24:** MDOT Sponsor Contract – Terminal Apron Reconstruction, 2018

Motion by Mr. Wilson, supported by Mrs. Klohs, to accept the MDOT sponsor contract for the Terminal Apron Reconstruction Project, 2018. Motion carried.

8-6 **Resolution 18-25:** Gateway Transformation Phase 2 – Construction Manager Contract Amendment 1

Motion by Mr. Wilson, supported by Mr. Heacock, to approve a contract amendment with The Christman Company for construction services not to exceed \$19,914,376 for Gate way Transformation Phase 2. Motion carried.

8-7 **Resolution 18-26:** Gateway Transformation Phase 2 - Construction Administration

Motion by Mr. Wilson, supported by Mr. Heacock, to approve the acceptance of a contract amendment with Architectural Alliance for construction administration services not to exceed \$1,155,000 for Gateway Transformation Phase 2. Motion carried.

8-8 **Resolution 18-35:** Federal Inspection Station Resolution

Motion by Mr. Vonk, supported by Mr. Wilson, to commit to the design and construction of a Federal Inspection Station (FIS) in an expeditious manner. Motion carried.

8-9 **Resolution 18-27:** Project Elevate – Design Contract

Motion by Mr. Wilson, supported by Ms. Klohs, to approve the agreement with Mead & Hunt, Inc. for design services not to exceed \$7,750,000. Motion carried.

8-10 **President and CEO Report**

Mr. Gill presented the President and CEO report to the Board.

8-11 **Adjournment**

The meeting was adjourned at 9:15 a.m.

APPROVAL: \_\_\_\_\_  
Floyd Wilson, Jr., Recording Secretary to the Board

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