

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
October 25, 2017

A quorum being present and in accordance with notice being duly given, Chair Morgan called the meeting of the full Authority Board to order on September 27, 2017 at 8:30 a.m.

Board Members Present: Roger Morgan, Dan Koorndyk, Birgit Klohs, Floyd Wilson, Jr., David Slikkers and Ted Vonk - 6

Absent: Birgit Klohs, Steve Heacock - 2

Also Present:

Jim Gill – President & Chief Executive Officer
Bob Buchanan – Airport Attorney
Brian Picardat – Vice President and Chief Financial Officer
Lisa Carr – Public Safety and Operations Director
Lisa Belt – Human Resources Director
Tara Hernandez – Marketing Director
Dianne Brady-Peters – Office Administrator
Ryan Schaner – Engineering Technician
Robert Wilson – Maintenance Manager
Mary Kay Shaver – Varnum
Spencer Gillette – Steve Baldwin & Associates
Joel Burgess – Properties Manager
Matt Zeilstra - Controller
Rick Aro – Police Chief
Casey Ries – Engineering Manager
Bruce Applebach – Operations Manager
J.J. Swain – IT Manager
Tom Cizauskas – Purchasing Manager
Lisa Verhil – Experience Grand Rapids
Sharon Townsend – Grand Valley State University
John Oliver – Citizen
Susan Sherman – Marketing Coordinator
Mershanda LaMar – HR Specialist
Kevin Bos – Citizen

10-1 Approval of the Agenda

The agenda was approved and adopted.

10-2 Public Comment

Mr. Kevin Bos, a pilot for Delta Airlines for 29 years, addressed the Board to introduce himself and to offer his services as a local liaison to the Board and Authority.

10-3 Consent Agenda

a) Approval of Authority Board Minutes – August 30, 2017

- b) Travel
- c) Reports
 - Project/Construction Report
 - Public Safety and Operations Report
 - Aviation Activity Report
- d) Expense Summary

Motion by Mr. Koorndyk, supported by Mr. Vonk, that Consent Agenda items a-d be approved. Motion carried.

10-4 Public Hearing - 2018 Annual Operating Budget

Motion by Mr. Koorndyk, supported by Mr. Slikkers to open the public hearing for the 2018 Annual Operating Budget. There was no comment.

Motion by Mr. Koorndyk, supported by Mr. Slikkers to close the public hearing of the 2018 Annual Operating Budget. Motion carried.

10-5 Resolution 17-38: 2018 Annual Operating Budget

Mr. Picardat presented the 2018 Annual Operating Budget.

Motion by Mr. Vonk, supported by Mr. Slikkers to approve the 2018 Annual Operating Budget. Motion carried.

10-6 Resolution 17-37: Parking Access and Revenue Control System

Motion by Mr. Wilson, supported by Mr. Koorndyk that the Parking Access and Revenue Control System be approved. Motion carried.

10-7 Resolution 17-39: 2018 Capital Budget Amendment

Motion by Mr. Vonk, supported by Mr. Slikkers that the 2018 Capital Budget Amendment be approved. Motion carried.

10-8 Resolution 17-40: 2019-2023 Capital Improvement Plan

Motion by Mr. Vonk, supported by Mr. Koorndyk that the 2019-2023 Capital Improvement Plan be approved. Motion carried.

10-9 Resolution 17-41: Gerald R. Ford Tribute Room – Resolution

Mr. Gill read the Gerald R. Ford Tribute Room Resolution.

Motion by Mr. Koorndyk, supported by Mr. Wilson, to approve the Gerald R. Ford Tribute Room – Resolution.

Motion Carried: Yeas: Mr. Wilson, Mr. Morgan, Mr. Koorndyk, Mr. Vonk,
Mr. Slikkers.
Nays: 0

10-10 **President and CEO Report**

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

Upcoming Meetings:

- The next Operations and Marketing Committee meeting will be held on Wednesday, November 15, 2017 at 8:00am in the Golden Eagle Room.
- The next Finance and Legislative Committee meeting will be held on Wednesday, November 29, 2017 at 7:30am in the Golden Eagle Room.
- The next Authority Board Meeting will be held on Wednesday, November 29, 2017 at 8:30am in the International Room.
- HR Committee will be coordinated and date sent out to Board.

10-11 **Other Business**

- Mr. Koorndyk indicated that the first time we hit 2 million passengers was in 2004. We are now at 2.1 million passengers through September 2017. He appreciates the work that the airport staff has done.

Mr. Koorndyk also thanked the staff for the Ford Tribute Room dedication as it was a great event.

- Mr. Slikkers inquired if we will be doing a labor study as part of the Master Plan for the outbound baggage screening area. Mr. Ries indicated that TSA has a process in place and it would be good to discuss ways to enhance their efforts.

Mr. Slikkers also indicated that the Ford Tribute Ribbon Cutting was a great success with community involvement and Steve Ford in attendance.

10-12 **Adjournment**

The meeting was adjourned at 9:08 a.m.

APPROVAL: _____
David Slikkers, Recording Secretary to the Board

dbp