

**MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
November 30, 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 October 31, 2018 at 8:30 a.m.

Board Members Present: Dan Koorndyk, Roger Morgan, Ted Vonk, Steve Heacock, Birgit Klohs, David Slikkers , Floyd Wilson Jr.

Board Members Absent: None

Also Present:

**Bob Buchanan – Airport Attorney
Brian Picardat – Vice President and Chief Financial Officer
Alex Peric – Vice President and COO
Lisa Carr – Public Safety & Operations Director
Lisa Belt – Human Resources Director
Tara Hernandez – Marketing and Communications Director
Matt Zeilstra – Controller
Rick Aro – Police Chief
Dan Villalobos - Ground Transportation Supervisor
Casey Ries – Engineering & Planning Director
J.J. Swain – IT Manager
Moe Khattak – Business Analyst
Roy Hawkins – Planning Engineer
Laura Feigel – Executive Assistant
Lisa Rauch – HR Administrator
Susan Sherman – Marketing Coordinator
Joe Dancz – Fire Chief
Tony Gutierrez - Captain
Clint Nemeth – Engineering Manager
Stephen Clark – Business Development Manager
Margie Witbeck – Executive Assistant
Alicia Roberts – Communications Coordinator
Ann Biafore – Administrative Assistant
Tom Cizauskas – Purchasing Manager
David DeBoer – Executive Air Transport
Terry Boer – Executive Air Transport
Scott Atchison – Downtown Information Center
Chris Reed - Avflight
Krisha Graves – Signature Flight Support
Glory Meyer – Experience GR
Sharon Townsend – Teacher
Mary Kay Shaver – Airport Attorney
Curt Pypa – CH2M
Ashley Sanregret – Make a Wish
Mary Ann Sabo – Sabo Communications**

Approval of the Agenda

The agenda was approved and adopted by Mr. Vonk.

Agenda item 11-3.5 added

Public Comment

Public comment was made by Scott Atchison suggesting a better visitor center in Downtown Grand Rapids.

Special Presentation

Mrs. Hernandez presented a check to Ashley Sanregret from Make A Wish, on behalf of GFIAA, in the amount of \$13,256. The money was raised from the 5K on the Runway.

Agenda item 11-3.5 was added

Closed Meeting Motion

Mr. Slikkers moved that the Board go into closed session for the purpose of considering material exempt from discussion or disclosure by state or federal statute under Section 8(h) of the Michigan Open Meetings Act, such material being information or records subject to the attorney-client privilege under Section 13(g) of the Michigan Freedom of Information Act.

Motioned by roll call, 6 yeas, 0 nays

Closed Session held at 8:20 a.m. followed by return to public session at 8:55 a.m.

Motioned by roll call, 6 yeas, 0 nays

Moved and seconded to accept Jim Gill's resignation.

Motioned by roll call, 6 yeas, 0 nays

Consent Agenda

- a) Approval of Authority Board Minutes – October 31, 2018 and Special Board Meeting Minutes – November 6, 2018, November 8, 2018 and November 19, 2018

Finance and Legislative Committee Resolutions

- b) Resolution 18-45: Environmental Services Contract Amendment
- c) Resolution 18-46: Equipment Purchase – Snow Maulers
- d) Resolution 18-47: Equipment Replacement – Street Sweeper
- e) Resolution 18-48: In-Ter-Space Services – Concession Agreement Amendment
- f) Resolution 18-49: Proposed Airport Services – Skycap Services
- g) Resolution 18-50: Swissport – Lease Agreement
- h) Reports
 - Project/Construction Report
 - Public Safety and Operations Report
 - Financial Statements

Motion by Mr. Vonk, supported by Mr. Morgan, that Consent Agenda items a-h are approved.
Motion carried.

Resolution 18-51: TSA Administrative Lease Space Agreement

Motion by Mr. Vonk, supported by Mr. Wilson, to approve TSA Administrative Lease Space Agreement. Motion carried.

Resolution 18-52: Adoption of 2019 Rates and Charges Resolution and Airport Operating and Terminal Building Occupancy Permit

Motion by Mr. Vonk, supported by Mrs. Klohs, to adopt the 2019 Rates & Charges Resolution and approve the 2019 Airport Operating and Terminal Building Occupancy Permit. Motion carried.

President and CEO Report

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

Adjournment of Pubic Meeting

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

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

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