

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
November 29, 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 November 29, 2017 at 8:30 a.m.

Board Members Present: Roger Morgan, Dan Koorndyk, Birgit Klohs, Floyd Wilson, Jr., David Slikkers, Ted Vonk, Birgit Klohs, and Steve Heacock - 8

Absent:

Also Present:

Jim Gill – President & Chief Executive Officer
Bob Buchanan – Airport Attorney
Brian Picardat – Vice President and Chief Financial Officer
Lisa Belt – Human Resources Director
Tara Hernandez – Marketing Director
Alex Peric – Vice President and COO
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
Joe Dancz – Fire 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

11-1 Approval of the Agenda

The agenda was approved and adopted.

11-2 Public Comment

11-3 Consent Agenda

a) Approval of Authority Board Minutes – October 25, 2017

FINANCE AND LEGISLATIVE COMMITTEE RESOLUTIONS

b) **Resolution 17-43:** Prospect Airport Services – Skycap Services Agreement Extension

c) **Resolution 17-47:** 2018 Capital Budget Equipment and Fleet Purchases

d) Travel

e) Reports

- Project/Construction Report
- Public Safety and Operations Report
- Aviation Activity Report

f) Expense Summary

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

11-4 **Resolution 17-42:** City of Grand Rapids – Agreement to Loan Art

Motion by Mr. Heacock, supported by Mr. Koorndyk to approve the City of Grand Rapids-Agreement to Loan Art. Motion carried.

11-5 **Resolution 17-44:** Gateway Transformation Sponsorship – Old National Bank

Motion by Ms. Klohs, supported by Mr. Koorndyk to approve the Gateway Transformation Sponsorship – Old National Bank. Motion carried.

11-6 **Resolution 17-45:** Adoption of 2018 Rates and Charges Resolution and Airport Operating and Terminal Building Occupancy Permit.

Mr. Picardat presented the 2018 Rates and Charges Resolution to the Board.

Mr. Morgan inquired when the last time we raised the rates. Mr. Picardat indicated that the last time was January of 2013.

Mr. Morgan inquired if we anticipate a rate increase with the Phase 2 improvements. Mr. Picardat indicated that there will be a small increase in rates after the Phase 2 improvements.

Motion by Mr. Heacock, supported by Ms. Klohs to approve the Adoption of 2018 Rates and charges Resolution and airport Terminal Building Occupancy Permit. Motion carried.

11-7 **Resolution 17-46:** Telephone System Replacement

Motion by Mr. Heacock, supported by Mr. Vonk to approve the Telephone System Replacement. Motion carried.

11-8 **Resolution 17-48:** Agreement with ProDIGIQ

Motion by Ms. Klohs, supported by Mr. Slikkers to approve the Agreement with ProDIGIQ. Motion carried.

11-9 **Resolution 17-49: Agreement with KR Group**

Motion by Mr. Heacock, supported by Ms. Klohs to approve the Agreement with KR Group.
Motion carried.

11-10 **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, December 13, 2017 at 8:00am in the Golden Eagle Room.
- The next Finance and Legislative Committee meeting will be held on Wednesday, December 20, 2017 at 7:30am in the Golden Eagle Room.
- The next Authority Board Meeting will be held on Wednesday, December 20, 2017 at 8:30am in the International Room.
- GFIAA Holiday Lunch will be December 20, 2017 at 11:30am at ARFF.
- Board Strategic Planning will be scheduled for early 2018.
- An Air Service workshop for the Board in early 2018.

Mr. Koorndyk inquired as to the cost of relocating the ATCT and the timeline and a cost. Mr. Gill indicated that the tower would take 3-5 years from the time the funds are appropriated to build the tower.

Mr. Slikkers indicated that he is receiving feedback that we should have food pre-security. Mr. Gill indicated that we are working with Host to develop an opportunity in that area.

Ms. Klohs inquired how the non-stop to Washington, D.C. is doing. Mr. Gill indicated that it is doing well and is the 2nd busiest route for American.

11-11 **Other Business**

11-12 **Adjournment**

The meeting was adjourned at 9:28 a.m.

APPROVAL: _____
David Slikkers, Recording Secretary to the Board

dbp