

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
Gerald R. Ford International Airport, International Room
5500 44th Street SE, Grand Rapids, MI, 49512
Wednesday, March 27, 2024

A quorum being present, and in accordance with notice being duly given, Chair Koorndyk called the meeting of the Authority Board to order on March 27, 2024, at 8:30 a.m.

Chair Koorndyk welcomed everyone and asked for Board Member attendance by roll call:

Board Present: Birgit Klohs, Doug Small, Dan Burrill, Mike Verhulst, Emily Brieve, Dan Koorndyk – 6

Board Absent: Pete Beukema - 1

Staff Present: Tory Richardson – President and CEO
Alex Peric – Vice President and COO
Maria Kim – Chief Financial Officer
Lisa Carr – Public Safety & Operations Officer
Haley Meyer – Executive Assistant
Ashley Thorsen – Operations Manager
Heather Day – Human Resources Director
Matt Zeilstra – Controller
Dan Villalobos – Terminal Operations Supervisor
Tom Cizauskas – Business Administration Manager

Others Present: Mary Kay Shaver (Varnum), Walter Bujak (KCC), Karen Melton (Experience GR), Dave Macdonald (EVFSC), Paul Allison (Siemens), Zac Bosma (Christman), Mary Ann Sabo (SABO PR), John Oliver, Molly Webb,

3-1 Approval of the Agenda

Motion by Mr. Small supported by Mrs. Klohs, the approval of the agenda.

3-2 Public Comment

Dave Macdonald discussed a new product that he is developing, a fire suppression and containment device for electric vehicles.

Mr. Richardson gave a special recognition to Karen Melton, Guest Experience Supervisor who will be resigning from her position at the airport.

3-3 Consent Agenda

- a) Approval of Authority Board Minutes – February 28, 2024

HUMAN RESOURCES COMMITTEE

- b) Scorecard: 2023 Year-end Results and 2024 Targets

c) Reports

- Project/Construction Report
- Public Safety and Operations Report
- Maintenance and Asset Management Report
- Aviation Activity Reports
- Media Report

Motion by Mr. Small, supported by Mrs. Brieve, the approval of Consent Agenda items a – c. Chair Koorndyk asked for votes by roll call.

Yeas: Dan Koorndyk, Doug Small, Birgit Klohs, Dan Burrill, Mike Verhulst, Emily Brieve - 6

Nays: 0

Motion carried.

3-4 Resolution 24-3: Terminal Enhancement Project – Phase 1

Mr. Peric reviewed a slide deck providing an overview of the Terminal Enhancement Project (TEP) with specific emphasis on TEP Phase 1 which consists of expanding terminal building to the west, ticket counter relocation and expansion, baggage handling system (BHS) installation, curb front expansion, and future second level airport authority space. Mr. Peric said staff is seeking approval of project contracting authority not to exceed \$135,000,000 for construction phase contracts for Phase 1 of TEP, and authorization for the President & CEO to sign all associated documents.

Motion by Mr. Burrill, supported by Mrs. Brieve, the approval of project contracting authority not to exceed \$135,000 for construction phase contracts for Phase 1 of the Terminal Enhancement Project (TEP), and authorization for the President & CEO to sign all associated documents.

3-5 Resolution 24-4: Notice of Public Hearing & Plan of Financing for a Bond Issue

Mrs. Kim said the Authority is under contract with Christman Company for the first phase of the Terminal Enhancement Project. Construction on the project is scheduled to begin in April 2024. To pay for the construction, the Authority is planning to issue bonds and because the bonds are financing improvements to terminals used by airlines, the bonds are considered "private activity bonds" under federal tax law. Therefore, in order for the Authority to issue the bonds as tax-exempt bonds, the Authority must hold a public hearing on the plan of financing and bonds, pursuant to the Internal Revenue Code. This project was part of the County's bond approval in 2022, and the public hearing was held in September 2022. IRS regulations state that the first series of tax-exempt bonds associated with the public hearing must be issued within 12 months of the public hearing. Since we are beyond that timeline, we must hold another public hearing. The public hearing will be scheduled for April 5, 2024 at 9:00 a.m.

Motion by Mrs. Klohs, supported by Mr. Burrill, the approval to publish the Notice of Public Hearing & Plan of Financing for 2024 bond issue and authorize the staff to request the Kent County Board of Commissioners to approve the plan of financing. Chair Koorndyk asked for votes by roll call.

Yeas: Dan Koorndyk, Doug Small, Birgit Klohs, Dan Burrill, Mike Verhulst, Emily Brieve – 6
Nays: 0
Motion carried.

3-6 President and CEO Report

Mr. Richardson reviewed the CEO report.

3-7 Other Business

No other business.

3-8 Adjournment

The meeting was adjourned at 9:12 a.m.

APPROVAL: _____
Birgit Klohs, Secretary to the Board

Hm