

**MEETING MINUTES**  
**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD**  
**Gerald R. Ford International Airport, International Room**  
**5500 44<sup>th</sup> Street SE, Grand Rapids, MI, 49512**  
**Wednesday, January 28, 2026**

A quorum being present, and in accordance with notice being duly given, Mr. Richardson served as the temporary Chair and called the meeting of the Authority Board to order on January 28, 2026, at 8:30 a.m.

Mr. Richardson welcomed everyone and asked for Board Member attendance by roll call:

Board Present: Birgit Klohs, Pete Beukema, Doug Small, Dan Burrill, Mike Verhulst, Jennifer Merchant, Dan Koorndyk – 7

Staff Present: Tory Richardson – President and CEO  
Alex Peric – Vice President and COO  
Casey Ries – Chief Asset Development Officer  
Maria Kim – Chief Financial Officer  
Carlos Ruiz – Chief Commercial Officer  
Heather Day – Human Resources Director  
Haley Meyer – Executive Assistant  
Tom Cizauskas – Business Administration Manager  
Chris King-Dye – Director of Maintenance and Asset Management  
Matt Zeilstra – Controller  
Jon Couchenour – IT Systems Analyst  
Nicholas Wiebenga – Maintenance Systems and Project Manager  
Derrick Grinnell – Chief Firefighter  
Clint Nemeth – Engineering and Sustainability Director  
Matthew Johnson – Facilities Maintenance Manager  
Dan Villalobos – Terminal Operations Supervisor

Others Present: Mary Kay Shaver (Varnum), Mark Breukink (Mead and Hunt), Mary Ann Sabo (Sabo PR), Ethan Fulton (WSP), Corey Drews (TPG), Shawn Hardy (TPG), Josh Karp (CS Erickson), Chip Gentry (Consultant)

1-1 Approval of the Agenda

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

1-2 Election of Officers

Mr. Richardson opened nominations for Board Chair. Mr. Burrill nominated Mr. Koorndyk. With no other nominations, Mr. Richardson closed the nominations and called for the vote. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

Mr. Richardson turned the meeting over to Chair Koorndyk. Mr. Koorndyk opened nominations for Vice Chair. Mr. Beukema nominated Mr. Small. With no other nominations, Chair Koorndyk closed the nominations and called for the vote. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

Chair Koorndyk opened nominations for Secretary. Mr. Small nominated Mrs. Klohs. With no other nominations, Chair Koorndyk closed the nominations and called for the vote. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

1-3 Adopt the 2026 and 2027 Board and Committee Meeting Schedules

Mrs. Klohs moved to adopt the 2026 and 2027 Board and Committee schedules. Motion

supported by Mr. Burrill. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

#### 1-4 Standing Committee Appointments

Chair Koorndyk stated that as Board Chair, he makes the following appointments to the standing committees:

Operations and Marketing Committee – Doug Small (Chair), Mike Verhulst, Jennifer Merchant

Finance and Legislative Committee – Birgit Klohs (Chair), Peter Beukema, Dan Burrill

#### 1-5 Other Committee Appointments

Chair Koorndyk stated that as Board Chair, he makes the following appointments to the Human Resources Committee:

Pete Beukema (Chair), Doug Small, Dan Koorndyk

#### 1-6 Appointment of Recording Secretary

Chair Koorndyk stated that as Board Chair, he would like to appoint the position of Executive Assistant, and in their absence, the position of Director of Human Resources or Business Administration Manager, to serve as the Board's Recording Secretary

#### 1-7 Zoning Board of Appeals Appointments

Chair Koorndyk stated the GFIAA Board appoints members to the Zoning Board of Appeals. There are two expired terms that require appointments by this board today.

The two appointments are to reappoint our Airport Authority Board Chair position to the ZBA as that appointment expired 12/31/2025. Therefore, I'd like to reappoint the Airport Authority Board Chair to serve a new three-year term ending December 31, 2027.

Motion by Mrs. Klohs, supported by Mr. Beukema, to appoint the Airport Authority Board Chair to a new three-year term on the ZBA. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

The next appointment is to reappoint member George Pavey to the ZBA as that appointment expired 12/31/2025. Therefore, I'd like to reappoint George Pavey to serve a new three-year term ending December 31, 2028.

Motion by Mr. Small, supported by Mr. Beukema, to reappoint member George Pavey to a new three-year term on the ZBA. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

Chair Koorndyk said that in accordance with Article 2 of the Standing Rules of the Gerald R. Ford International Airport Zoning Board of Appeals, the GFIAA Board must appoint the ZBA Chair and Vice Chair. These positions have traditionally been held by the GFIAA Board Chair and the GFIAA Marketing and Operations Committee Chair.

Motion by Mr. Burrill supported by Mr. Verhulst, the motion to appoint the GFIAA Board Chair and the GFIAA Marketing and Operations Committee Chair to serve as the ZBA Chair and Vice Chair, respectively. Motion carried.

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Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

1-8 Public Comment

There was no public comment.

1-9 Consent Agenda

a) Approval of Authority Board Minutes – November 19, 2025

b) Reports

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

Motion by Mr. Small, supported by Mr. Beukema the approval of Consent Agenda items a – b.

Motion carried.

1-10 Resolution 26-1: Kraft Avenue Properties, LLC – Property Lease

Mr. Cizauskas reviewed that Kraft Avenue Properties, LLC owns parcels at 5784 and 5824 Kraft Avenue, which are utilized as HVAC manufacturing facilities by Trane. The property owner has requested to lease 4,798 square feet of land to meet building setback requirements for a period of 20 years. After discussion with counsel, the Authority determined that entering into a lease agreement is in the best interest of the Authority.

Motion by Mr. Beukema, supported by Mrs. Klohs the approval to authorize the President & CEO to execute a Lease Agreement between the Gerald R. Ford International Airport Authority and Kraft Avenue Properties, LLC.

Motion carried.

1-11 President and CEO Report

Mr. Richardson reviewed the CEO report.

1-12 Other Business

No other business.

1-13 Adjournment

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

APPROVAL: \_\_\_\_\_



Birgit Klohs, Secretary to the Board

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