

**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 May 27, 2026**

A quorum being present, and in accordance with notice being duly given, Chair Koorndyk called the meeting of the Authority Board to order on May 27, 2026, at 8:30 a.m.

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

Board Present: Mike Verhulst, Doug Small, Birgit Klohs, Jennifer Merchant, Dan Burrill, 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  
Carlos Ruiz – Chief Commercial Officer  
Heather Day – Chief Administration Officer  
Haley Meyer – Executive Assistant  
Ashley Thorsen – Operations Director  
Matt Zeilstra – Controller  
Clint Nemeth – Engineering and Sustainability Director  
Tom Cizauskas – Business Administration Manager  
Casey Ries – Chief Asset Development Officer  
Jon Couchenour – IT Support Analyst  
Ashley Vanderbos – Airfield Supervisor  
Rory Walters – Airfield Supervisor  
Derrick Grinnell – Chief Firefighter  
Ben Jachim – Airfield Supervisor  
Chris King-Dye – Maintenance and Asset Management Director  
Brian Hilbrands – Planning Manager

Others Present: Mary Kay Shaver (Varnum), Shawn Hardy (TPG), Paul Swanson (CS Erickson), Corey Drews (TPG), Brad Schelle (Crowe), Mary Ann Sabo (Sabo PR), Kathy Heydenburk (Prospect), Howard (TPG), Kimbrelle Martin (TPG), Carla Davis (TPG), Maria Beyes (TPG), Larry Taylor (TPG), Bianca Clark (TPG), Tim Barner (TPG), Titus McKenzie (TPG), Courtney Bluiitt (TPG), Marquice Fields (TPG), Gina Jackson (TPG), Kimesha Hayes (TPG), Nevaeh Betz (TPG), Ron Mill (TPG), John Oliver

5-1 Approval of the Agenda

Motion by Mrs. Burrill supported by Mrs. Merchant the approval of the agenda.

5-2 Public Comment

No public comment.

5-3 Special Presentations

Chair Koorndyk invited Ashley Thorsen, Director of Operations, to present the Q1 Guest Champion recognition award. Mrs. Thorsen introduced Kathy Heydenburk of Prospect, as the recipient, acknowledging her outstanding work, dedication, and commitment to serving the airport and its guests.

Mrs. Thorsen also introduced TPG staff and leadership and recognized the team for earning the Airports Council International Cleanest Airport in North America award for five consecutive years through the ACI-ASQ program. She presented pins that had been created to recognize team members and honor their years of service and dedication toward achieving this accomplishment.

Mrs. Thorsen invited Chris King-Dye, Maintenance and Asset Management Director, to recognize the Airfield and Operations teams receiving the Balchen Post Award for work performed above and beyond expectations during the 2025–2026 snow season. Mr. King-Dye highlighted the teams' efforts, including 30 consecutive days of snow clearing operations and achieving zero discrepancies throughout the season

#### 5-4 Consent Agenda

- a) Approval of Authority Board Minutes – April 29, 2026

##### OPERATIONS AND MARKETING COMMITTEE

- b) Resolution 26-17: Natural Treatment (NTS) Maintenance  
c) Resolution 26-18: Terminal Boiler Replacement

##### FINANCE AND LEGISLATIVE COMMITTEE

- d) Resolution 26-6: Asset Management Policy

e) Reports

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

Motion by Mr. Small supported by Mrs. Klohs, the approval of consent agenda items a – e representing more than \$4.4 of investment in our facilities.

Motion carried.

#### 5-5 Resolution 26-4: Second Amended and Restated Bylaws of the Gerald R. Ford International Airport Authority

Mrs. Meyer presented the proposed Second Amended and Restated Bylaws of the Gerald R. Ford International Airport Authority, highlighting key updates including revisions to committee language and the addition of paragraph (g) to Article 5.

Motion by Mr. Burrill, supported by Mrs. Klohs, the approval of the proposed Second Amended and Restated Bylaws of the Gerald R. Ford International Airport Authority.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill – 6

Nays: 0

Motion carried.

#### 5-6 Resolution 26-5: Amended and Restated Standing Rules of the Gerald R. Ford International Airport Authority

Mrs. Meyer presented the Amended and Restated Standing Rules of the Gerald R. Ford International Airport Authority, highlighting key updates including granting the chairperson discretion to modify the order of public comments, revising language related to public notice of meetings and agendas, and clarifying the descriptions and responsibilities of each committee.

Motion by Mrs. Klohs, supported by Mrs. Merchant, the approval of the the proposed Amended and Restated Standing Rules of the Gerald R. Ford International Airport Authority. Motion carried.

#### 5-7 Resolution 26-13: Amendment to Resolution of the Gerald R. Ford International Airport Authority 2026 Rates and Charges

Mr. Ruiz stated that staff proposes to amend Section 6 of the 2026 Rates and Charges (Resolution 25-15) approved in October 2025. The proposed changes to the parking rate calculation eliminates the current hybrid hourly/daily pricing model for surface lots and transitions to a daily-only rate

structure. Under the proposed change, customers parking in the Economy Lot and North Lot will be charged the applicable daily rate regardless of length of stay beyond the initial grace period. The proposed changes for the Garage Long-Term parking rate structure removes the currently hourly rate after the first 24 hours and then accrues at the posted daily rates. This approach aligns with common practices at peer airports, simplifies the customer service experience, and is expected to generate incremental revenue.

Motion by Mr. Burrill supported by Mr. Verhulst, the approval of amend the 2026 Rates and Charges to modify the parking rate calculation for the various parking products offered.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill – 6

Nays: 0

Motion carried.

#### 5-8 Resolution 26-20: HMS Host Concession Agreement – Second Amendment

Mr. Ruiz presented that staff and HMS Host have been negotiating to bring two new concepts to the post-security Marketplace to enhance options and improve the guest experience. Key terms of the amendment include extending the agreement term by up to five years through May 31, 2035.

Motion by Mrs. Klohs, supported by Mr. Burrill, the approval to authorize the President and CEO to enter into a Concession Agreement – Second Amendment between the Gerald R. Ford International Airport Authority and HMS Host. Motion carried.

#### 5-9 Resolution 26-21: Acceptance of 2025 Audited Financial Statements

Chair Koorndyk said our external auditors, Crowe, are present and just met with our Finance and Legislative Committee. Chair Koorndyk called for a motion for Resolution 26-21 before turning it over to Mrs. Kim and our auditors for further explanation.

Motion by Mrs. Klohs, supported by Mr. Burrill, the approval of the Acceptance of 2025 Audited Financial Statements and Annual Comprehensive Financial Report.

Chair Koorndyk opened the discussion on the motion and turned to Audit Chair, Klohs for comments. Audit Chair, Klohs explained the audit process, finding, and timeline and thanked the Crowe team. There were no further questions or comments. Chair Koorndyk asked for votes by roll call.

Yeas: Dan Koorndyk, Doug Small, Birgit Klohs, Mike Verhulst, Jennifer Merchant, Dan Burrill – 6

Nays: 0

Motion carried.

#### 5-10 Resolution 26-22: Acceptance of 2025 Audited Supplemental Information

Chair Koorndyk called for a motion for Resolution 26-21 before turning it over to Mrs. Kim for further explanation.

Motion by Mr. Burrill, supported by Mrs. Klohs, the approval of the Acceptance of 2025 Audited Supplemental Information.

Chair Koorndyk opened the discussion on the motion and turned to Mrs. Kim for comments. Mrs. Kim provided a quick overview of the audit and thanked the Crowe team. Chair Koorndyk asked for votes by roll call.

Yeas: Dan Koorndyk, Doug Small, Birgit Klohs, Mike Verhulst, Jennifer Merchant, Dan Burrill – 6

Nays: 0

Motion carried.

5-11 President and CEO Report

Mr. Richardson reviewed the CEO report.

5-12 Other Business

Chair Koorndyk mentioned that food trucks are the Viewing Park every Wednesday in June, July and August from 10am – 4pm.

5-13 Adjournment

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

APPROVAL: \_\_\_\_\_  
Birgit Klohs, Secretary to the Board

HM

PROPOSED