

West Michigan Regional Airport Authority

MEETING MINUTES

October 14, 2024

11:30AM- 1:00PM

Present: Corbin, Byrd, Gruppen, Dannenberg, Murray, Brandson, Storey, Blanton, Keeter, Hoekwater

Absent: None.

Others Present: Leanne Schaeffer, Courtney Sawyer, Tyler Vandenbrand, Nathan Haag, Lynn McCammon, Jeff Thoman (Mead & Hunt), Stephanie Ward (Mead & Hunt), Rick Thompson (4OneAir), Drew Rothstein, Nile Leonard, Dave Craig, Ben Fogg, Sue Lamar

Board Chair Murray called to order 11:33am

10.14.01 Roll Call

10.14.02 Public Comment

Rick Thompson- 4OneAir – Discuss a brief history of flight school and agreement with the previous airport director. *Submit the Financial Statement document to the board.*

Ben Fogg- Site Tenant – Requests items 11 and 12 be switched in order. *Submit a request for fee cancelation.*

Sue Lamar- Site Tenant Employee- Clarifies a request for a fee cancelation supported by the airport advisory group for 4OneAir.

10.14.03 Approval of Agenda (3 Minutes): Action Requested.

Corbin requests to add an 11.A Mead and Hunt's five-year plan.

Byrd requests to swap items 11 and 12 on the agenda.

Motion to approve agenda as amended by Byrd, Seconded by Dannenburg.

Motion Carries.

10.14.04 Approval of September 9, 2024, Minutes (3 Minutes): Action Requested.

Motion by Corbin, Seconded by Keeter

Motion Carries.

10.14.05 Consent Agenda (2 Minutes): Action Requested.

Motion to approve by Corbin, Seconded by Keeter.

Motion Carries.

10.14.06 Chairman's Comments (3 Minutes).

The snow lease is finalized. The airport is regaining national qualification in 2025. MDOT Submission for economic impact turned in. Fuel Farm can resume construction. City zoning reached out about rezoning. Outside organization exploring solar panels near the airport near the east end of the property.

10.14.07 FBO Report (5 Minutes): Action Requested.

Vandenbrand submits numbers on FBO performance.

Motion by Keeter to accept the report, Seconded by Dannenberg.

Motion Carries.

10.14.08 Financial Report (5 Minutes): Action Requested.

McCammon reviews numbers. Mentions that new director needs to review the budget prior to moving funds to capital funds accounts. Notes that finance was not made aware of the contract with 4OneAir.

Motion to accept the report by Corbin, Seconded by Dannenberg

Motion Carries.

10.14.09 Airport Director Search Committee Report and Recommendation: Action Requested.

Blanton presents that the hiring committee does have a recommendation. They interviewed five strong candidates for the role. Notes that the committee was really engaged and that she appreciates their efforts.

1. Recommends that Jim Storey be the interim director.
2. Recommending the approval to contract with Jim Storey to serve in the capacity of the interim airport manager role until a full-time member is selected.
3. Recommends that the committee work with legal counsel to draft a contract specifying the deliverable, hourly rate, invoicing periods, and reimbursable costs that are mutually agreeable to both parties.

Storey thanks the board and the committee for their confidence.

Corbin thanks the committee for their work and the process. Comments on the history of Storey's commitment to the airport. Mentions Storey's commitment to building relationships with both tenants and local governments.

Byrd confirms that the contract allows us to extend the interim period as necessary while the committee gets the final director selection.

Murray thanks the committee as well.

Gruppen makes motion to accept the committee's recommendation to contract with Jimmy Storey to serve in the capacity of Interim Airport Manager for the period until a full-time manager is selected and onboarded. The committee will work with the corporate counsel to draft a contract specifying the deliverables hourly rate invoicing periods and reimbursable costs that are mutually agreeable to both parties. The final contract will be presented to the board for approval prior to implementation of the agreement.

Seconded by Keeter

Roll Call Vote: Byrd, Gruppen, Blanton, Dannenburg, Hoekwater, Keeter, Brandson, Corbin, Murray

10.14.10 Presentation by BETA regarding grant award for potential charging station: Action Requested

Corbin introduces BETA and provides some backstory on the grant application.

BETA team, Nate Ward & Sam Hobbs, present on BETA, its chargers, and the grant contract.

Corbin clarifies that there is no financial obligation from the authority for the grant. Mentions next meeting to identify the best place on the grounds with the HBPW, FBO, BETA and new director. Also, presents that we'll need to enter into a host agreement solidified at a later date.

Brandson asks about ongoing software updates etc. BETA will maintain both the hardware and software for 10 years.

Storey asks about the status of the other three Michigan airports. All airport agreements are in a similar position.

Murray confirms with BETA that the other Michigan airports are in range for current technology.

Motion to permit the airport interim manager and vice chair to work with beta to install device by Corbin, Seconded by Hoekwater.

Motion Carries.

10.14.11 Presentation on Crosswind Runway project. Background of history by Board Member; Mead & Hunt to discuss its assessment on issue. (45 minutes): Informational Session; No Action Requested

Stephanie Ward from Mead & Hunt presents information on the cross-wind runway from within the packet.

RECESS Called 1:00pm – 1:06pm (Byrd Exits 1:00pm)

Corbin & Murray remind why we're presenting this data. As new board members have joined additional context would be beneficial. Reminds that we don't have to immediately make a change, however we should evaluate all of the information in the decision.

Hoekwater prompts the airport user group to let us know how many would use the turf and wondering how many flights that would account for each year.

Corbin recommends working with member communities to identify the need for the second runway and meet with voters. Requests that it is on the next agenda.

Storey recommends that the interim director reach out to local directors of airports with turf to discuss usage.

Brandson requests that we use the strategic plan as a lens to review the NS runway.

10.14.12-A Mead & Hunt 5 Year Airport Capital Improvement Plan Review

Jeff Thoman from Mead & Hunt presents the Block Grand Airport Capital Improvement plan. Mentions the new national classification that will exist for the next two years. Discusses different funding options and budgets. *Submits Michigan State Block Grant Program document. Submits Airport Development Plan Years 2025-2031.*

Motion to accept the ACIP report and submit the draft to MDOT by Keeter, Seconded by Dannenburg.

Motion Carries.

10.14.12- B MDOT Agreement Approval (north taxi lane project) (5 Minutes): Action Requested.

Jeff Thoman presents on North Taxi Lane project. Looking at spring 2025 construction. Requests that the board verify that the contractor is willing to hold prices for spring construction to ensure federal funding.

Motion to postpone until next month's meeting and to get confirmation by the primary contractor on the price by Corbin, Seconded by Hoekwater

Motion Carries.

10.14.13 Public Comment (same requirements as above)

Dave Craig West Shore Aviation reminds of the user group. Wondering if any board members or Storey will attend. Thanks the board for solving the snow.

Ben Fogg says that land on the north is available for a cross-wind runway as he owns it. He mentions as a farmer he has the ability to remove the trees. Fogg recommends reallocating the North Business Park to North-South Runway.

Rick Thompson submits a letter from Holland Airport User Group. Mentions that about 20%, 380 operations a year are canceled from the weather for the flight school.

10.14.14 Adjourn: Action Requested.

Motion by Keeter, Seconded by Blanton

Motion Carries at 1:37.