

West Michigan Airport Authority

MEETING MINUTES (DRAFT)

December 9, 2024

4:00 p.m. – 5:30 pm (scheduled)

Present: Members Corbin, Murray, Gruppen, Brandsen, Blanton, Dannenberg, Zeerip, and Byrd (4:15p). Others: Schaeffer, Keeter, Sawyer, Treasurer McCammon, Counsel Hillegonds, IAD Storey. Mead & Hunt consulting engineer Thomen, and Rehman auditor Metz joined virtually.

Roll Call – Chair Murray called the meeting to order at 4:01pm (16:01) and ordered a roll call. All authority members answered the call except Hoekwater who was excused.

Public Comment: The authority received comment from Ben Fogg, Nathan Haag. Written communications from Rick Thompson, James Ludema and Benjamin Wetmore were accepted on motion of Corbin, seconded by Brandsen. Passed voice vote.

Agenda Approval – Stated agenda approval moved by Corbin, seconded by Gruppen. Passed on voice vote.

Minutes – Minutes of November 12, 2024, were approved on motion of Corbin, seconded by Dannenberg. Passed on voice vote. The minutes of December 2, 2024, public hearing meeting were approved on motion of Corbin, seconded by Dannenberg. Passed on voice vote.

Consent Agenda – The consent agenda consisting of the FBO report, 1200 Aero data collection, reports on WMRAA emails, WMRAA board member terms, Michigan Airports Planning (MAP) meeting, Thomen report on AICP funding, and receiving BFogg communication with Corbin clarification was approved on motion of Blanton, seconded by Dannenberg. Passed on voice vote.

Board Members Recognition – Chair Murray recognized the service of members Keeter, Corbin and Blanton, thanking them for their contributions to the airport.

2025 Meeting Calendar – On the motion of Blanton, seconded by Corbin, the 2025 meeting calendar was approved on voice vote. Authority meetings will be second Monday of month, except October, at 4pm in Robinson room of airport business center.

Financial Reports – Treasurer McCammon presented the financial reports of 11/30/2024. Reports were accepted on motion of Byrd, seconded by Dannenberg.

Audit Results – Rehman Auditor Paul Metz presented the results of the audit conducted for FY 2024. Mr. Metz advised the audit results allowed a clean audit opinion from the auditors and

“was a very positive audit from our perspective.” He thanked McCammon and treasurer’s staff as “they were easy to work with.” Audit Report was accepted on motion of Dannenberg, seconded by Gruppen. Passed on voice vote.

Airport Director Search Committee – Member Blanton reported the posting for the permanent director position is up and will remain so until December 16. City human resources reports good traffic. Members discussed dissolving the current search committee and appointing a new panel for naming permanent director. Chair Murray asked for volunteers for reconstituted committee; Brandsen, Dannenberg, Gruppen responded. Member Blanton will continue in ex-officio capacity.

Default of 4 One Air LLC Operating Agreement -- Chair Murray provided a detailed background dating back to late August of efforts to assist 4 One Air ending arrears payments due to the airport authority. Members discussed the two proposals from the company for remedying the arrears while continuing operations at the airport. Counsel Hillegonds presented a legal memorandum on the options available to the board. 4 One Air LLC attorney Brown presented a third proposal, received shortly before the meeting started, for the company to come into compliance. After extended discussion, Corbin moved, Dannenberg seconded motion to reject 4 One Air LLC proposals for continuing at the airport while in default. Roll call: Yes 8: Corbin, Byrd, Gruppen, Blanton, Dannenberg, Brandsen, Zeerip, Murray; No: 0. Motion Passes.

Corbin then made motion for terms of compliance: Moved by Corbin supported by Dannenberg WMAA to receive and accept payment from 4-One Air by certified check for the amount no less than \$7,500.00 on or before **December 17, 2024**, paid to the West Michigan Airport Authority (WMRAA). In addition, 4-One Air is to present an acceptable payment plan for its current obligations under the contract with the WMAA that be presented to the WMAA. This agreement must be presented no later than **January 8, 2024**, to allow its inclusion in the board packet for consideration at the regular board meeting on **January 13, 2024**. If an acceptable agreement is not reached, the WMAA will consider proceeding with a vote to terminate the contract with 4-One Air. Motion passed on voice vote: 7 yes, 1 no.

Recess – The board recessed from 5:57 to 6:07pm (1757 to 1807) during which members Gruppen and Zeerip departed the meeting.

Decision concerning N/S runway – Corbin introduced a resolution titled “Resolution for the Crosswind Runway Feasibility Study and Planning.” The board discussed the resolution that creates a committee to research and present a plan for deciding future of the north-south runway configuration on the airport layout plan. An amendment inserting the words “operating and” in paragraph seven, “Future Project Planning” after the word “constructing” was moved by Dannenberg, seconded by Corbin. Amendment passed on voice vote. Corbin moved adoption of the amended resolution, seconded by Dannenberg:

Resolution adopted by roll call vote Yes 6: Corbin, Byrd, Blanton, Dannenberg, Brandsen, Murray; No: 0.

USDA wildlife management agreement – The board considered a cooperative service agreement with the U.S. Department of Agriculture animal and plant health inspection service for control of wildlife in and around the airport. Brandsen moved approval, Byrd seconded motion; passed on voice vote.

MDOT Agreement, North Taxi Lane project – Mr. Thomen of Mead & Hunt reviewed a letter describing the MDOT Bureau of Aeronautics Documents needing approval for the project to proceed. Brandsen moved, Dannenberg seconded a motion authorizing the chair to execute the described documents. Passed on voice vote.

Adjournment – The business of the authority having been completed, Byrd moved, Dannenberg seconded that the authority adjourn. Passed on voice vote at 6:38 pm (1838).

Attachment: Resolution creating Crosswind Runway feasibility study and planning committee

Resolution for the Crosswind Runway Feasibility Study and Planning

WHEREAS, the neighboring properties around the airport are restricted in their use and development due to the airport's operations and overlays, and the Airport Authority recognizes the importance of balancing airport growth with the concerns of the surrounding community; and

WHEREAS, the proposed crosswind runway is included in the FAA-approved airport overlay and recognized under the City of Holland Unified Development Ordinance (UDO); and

WHEREAS, the Airport Authority aims to ensure that any such project does not jeopardize the airport's operating budget or its ability to maintain the current level of services;

NOW, THEREFORE, BE IT RESOLVED by the West Michigan Airport Authority board:

1. **Authorization to Form a Committee**
The Chairperson of the Board is hereby authorized to establish a committee tasked with researching and providing a viable plan to construct the crosswind runway at the current location, as identified in the FAA-approved airport overlay, within the next five years.
2. **Budgetary Constraints**
The committee must ensure that any proposed plans for the crosswind runway do not jeopardize the airport's operating budget or hinder its ability to continue providing its current level of services.
3. **Staff and Contractor Support**
The committee will have full access to the support of airport staff and contracting services, including accounting, legal, and other resources, to develop a comprehensive and actionable proposal.
4. **Timeline for Research and Reporting**
The committee shall have 365 days (one year) from the date of this resolution to complete its research and present its findings, including a detailed proposal and recommendations, to the Airport Authority Board.
5. **Contingency for Non-Completion**
In the event that the committee fails to complete its research and deliver recommendations within the specified timeframe, the Airport Authority will proceed with requesting the FAA to evaluate the necessity of the North-South Crosswind Runway and consider its removal from the airport plan.
6. **Stakeholder Collaboration**
The committee is encouraged to engage with the FAA, neighboring property

owners, the City of Holland, and other relevant stakeholders to ensure that its findings and recommendations are comprehensive and well-informed.

7. Future Project Planning

The committee's recommendations should include a clear pathway for constructing and operating the crosswind runway within five years, ensuring compliance with applicable regulations and alignment with community and budgetary considerations.

ADOPTED by the Airport Authority Board December 9, 2024.

Signed:

Charles Murray

Chairperson

West Michigan Airport Authority board