

West Michigan Airport Authority

August 11, 2025

DRAFT Meeting Minutes

CTO: Chair Murray called the meeting to order at 4:00pm.(1600)

Roll Call: The following members answered the call: Shea, Gruppen, Dannenberg, Brandsen; ex-officio Fogg. Member Hoekwater joined at 4:02pm, member Roden joined at 4:06pm. Also present were Treasurer McCammon, Airport Director Neyens, Interim Manager Storey, and AvFlight Manager Lotz. Member Zeerip and ex-officio Van Beek had advised the Chair in advance of intended absence.

Public Comment: Chair Murray called for public comment. No one sought recognition.

Agenda: Dannenberg moved approval of agenda as stated, seconded by Gruppen. Motion passed on voice vote.

Minutes: The minutes of July 14, 2025, meeting were reviewed by the board. Dannenberg moved approval; seconded by Brandsen. Motion passed on voice vote.

Unfinished business:

North-Taxilane Project: Neyens briefed the board on the start construction for the North Taxilane project which commenced earlier in the day.

Beta Technologies Chargers: Neyens also reviewed the successful completion of the Beta Technologies charging stations installation for aircraft and surface vehicles. One Beta Technologies aircraft re-charged its batteries with a predicted cost of \$37.00 for the charge. Airport customer vehicles have also used the surface vehicle charger.

Building and Development Committee: Committee Chair Brandsen presented an updated proposed charter of the committee, reviewing the provisions and proposed membership names. Discussion among board members centered on membership numbers and expertise represented among the membership. The board discussed elements of the charter. By consensus board decided to change the document name to an outline. Brandsen said it could be a working document, updated as the committee pursues its work. After considerable discussion, Chair asked for a motion. Shea moved to accept the building development committee outline as presented and request Chair Brandsen to come back with the number and members of the committee at the board's September meeting. Seconded by Dannenberg. Shea moved to amend the previous motion to empower the building and development committee to operate until December 8 WMAA meeting at which time the board will revisit the structure and complement of committee members. Amendment seconded by Dannenberg. The matter being on the amendment to the previous motion, passed by voice vote. The board then approved the amended motion which passed on voice vote.

New Business:

FBO Report: Lotz reported 31,000 more gallons sold this year when compared with 2024 gallonage at this point. Hoekwater moved to accept FBO, report; Dannenberg seconded. Motion passed on voice vote.

Gallagher insurance invoice: Neyens reported the invoice received from Gallagher exceeded the amount approved by board, \$30,000, at its July meeting by \$7,000. After confirmation from McCammon the board approved amount had been paid, the matter was referred to the manager for further investigation and evaluation.

L3Harris Antenna: Murray described the process and the elements of the lease renewal and amendment. The revised lease is for 5 years with a renewal “kicker.” Shea moved to approve the L3Harris amended lease, seconded by Hoekwater. Motion passed unanimously by roll call vote.

Aviation Day: Neyens reported on the elements of upcoming August 16 Wings of Mercy fundraiser and Aviation Day celebration.

North Taxilane Hanger Development: Board discussed how to spread word of availability of the developing North Taxilane project for developers that may have an interest. The board did not act, but members did express the need to make the existence of the North Taxilane available for potential developers without disturbing the interest of two who have already shown said interest.

Agricultural Leases: Board discussed the terms of the proposed new lease for agricultural businesses using airport land. Elements of the proposed lease discussed were the rate per acre, standardizing a three-year term for leases, and whether to set an annual percentage increase. No action was taken. Chair affirmed the goals are not to disturb current lessees during current growing season, but to have new lease document in place prior to January 1.

MDOT/MAAE Conference – Neyens advised he will be participating for three days of the annual fall conference sponsored by MDOT-Aeronautics and the Michigan Association of Airport Executives in September.

Financial Report: McCammon noted the first month of the 2026 fiscal year was completed without much activity, but the Authority had a \$2.5 million cash balance. She advised the auditors are expected to visit in mid-September. Following the issuance of the auditors’ report, the Board could decide on whether and the amount of funding that should be moved to the capital fund. Dannenberg moved, seconded by Hoekwater to accept the financial report. Motion passed on voice vote.

Adjournment: The business of the board having been completed, Dannenberg moved, Brandsen seconding, to adjourn the meeting. Passed on voice vote at 6:00 p.m. (1800)

Respectfully submitted,
Jim Storey.