

West Michigan Airport Authority

April 13, 2026

Draft Meeting Minutes

Call to Order: Chair Murray called the meeting to order at 4:05 p.m. local time.

Roll Call: The following members were present: Charles Murray, Devin Shea (left at 5:53 p.m.), Nathan Bocks, Heather Roden, Sally Gruppen, Ken Brandsen, Joan Zeerip, Cynthia Martinez, and Manager Matt Neyens. Ex-Officio Member Whitney Ehresman was present virtually. Ex-Officio Member Jacob Bonnema was absent.

New Board Member introduction: Member Zeerip introduced newly appointed Park Township representative Cynthia Martinez. Ms. Martinez graduated from Western Michigan University with a Bachelor of Science in Aviation Science and Administration and holds a master's degree in Broadcast Journalism from Columbia University. She has previous experience at the airport and has a background in strategic planning, marketing, public relations, and millage work. The Board welcomed Ms. Martinez and expressed appreciation for her experience and perspective.

Approval of Agenda: Member Bocks moved to approve the agenda, supported by Member Gruppen. No discussion was held. The motion passed unanimously by voice vote.

Public Comment: Chair Murray asked for public comment, Cory Sentl sought recognition.

Mr. Sentl stated that West Shore Aviation has operated at the airport for many years and expressed appreciation to the Board for its efforts in hiring Manager Neyens. He noted the challenges experienced prior to Neyens' arrival and thanked him for the improvements made.

Mr. Sentl also thanked Avflight for their work over the past year, particularly regarding snow removal operations. He highlighted the effectiveness of the new snow broom and emphasized the importance of maintaining clear and visible runway markings during winter conditions, noting that reliable runway conditions significantly improve safety for pilots. He further cited instances where Manager Neyens personally responded after hours to assist with snow removal and provide access to hangars, describing the level of service as exceptional. Mr. Sentl concluded by thanking the Board, Manager Neyens, and Avflight for their continued efforts and commitment to the airport.

Approval of March Minutes: Member Shea moved to approve March 9th, 2026 Board Meeting Minutes as presented, seconded by Member Zeerip. No discussion was had. The motion passed unanimously with a voice vote. No one opposed, no one abstained.

Consent Agenda:

- A. FBO Report
- B. Congressionally Directed Spending Application

Member Brandsen made a motion that the Consent Agenda be accepted as written. Seconded by Member Bocks. No discussion was had. The motion passed unanimously with a voice vote. No one opposed, no one abstained.

Unfinished Business:

1. Marketing & Public Relations Committee
 - a. Parade Vehicle Updates – Manager Neyens advised the Board that the previously approved golf cart purchase is no longer a viable option. Alternative parade vehicle concepts are currently being explored. As a longer-term initiative, the airport is also evaluating the feasibility of constructing a custom golf cart–style airplane for parade use.
 - b. C-47 Display & Rides for Aviation Day – Manager Neyens explained that he is exploring the opportunity to bring in a C-47 aircraft from the Michigan Flight Museum for Aviation Day. The estimated cost for a static display is approximately \$3,000. The organization would also independently offer and sell rides during the event. Manager Neyens noted that the aircraft could serve as a key attraction to help grow Aviation Day attendance and promote associated events, including the 5K on the runway and pancake breakfast, while increasing public engagement with the airport.

New Business:

2. **Draft ACIP Update:** Jeff from Mead & Hunt reviewed the ACIP updates and presented the Michigan State Block Grant Program spreadsheet outlining the Airport Capital Improvement Program for FY 2026 through FY 2034. The airport received funding for Taxiway Alpha in 2027, and efforts are being made to maintain the taxiway at a width of 50 feet. The Board briefly reviewed the remaining projects included in the ACIP.
3. **2025 Operations Recap:** Brad Lotz, Manager at Avflight, advised that the data presented was derived from 1200Aero. He discussed various aspects of airport usage, including where business is originating and the types of aircraft utilizing the

airport. He noted that most aircraft operating at the airport originate from within a 500-mile range.

A discussion was held regarding the airport's landing fee structure. It was noted that current fees may be below market rates. Manager Neyens will review this further and may present recommendations at a future Board meeting.

4. **Financial Reports:** Treasurer McCammon presented the financial reports. No initial questions were raised. A question was later asked regarding expense tracking. It was noted that snow removal expenses have been lower than expected due to the effectiveness of the new broom and extended downtime of Avflight's equipment. Mowing expenses are also currently lower but are expected to increase as the mowing season progresses. Member Bocks moved to accept the March financial report as presented, supported by Member Shea. The motion passed unanimously by voice vote, with no opposition and no one abstained.
5. **FY 2027 Budget Discussion:** Manager Neyens presented the proposed FY 2027 budget and recommended scheduling a public hearing at the next Board meeting to allow for public comment. Overall revenues remain consistent. Minor adjustments were discussed among the Board and Manager Neyens. Member Bocks moved to set the public hearing for presentation of the WMAA FY 2027 budget for May 11, 2026, at 4:00 p.m., supported by Member Gruppen. A roll call vote was taken: Shea – yes, Bocks – yes, Roden – yes, Gruppen – yes, Brandsen – yes, Zeerip – yes, Martinez – yes, Murray – yes. Motion passed unanimously.
6. **Holtec Palisades, LLC MOU:** A revised MOU was presented to the WMAA. It was noted that the only substantive change from the previous version is contained in Paragraph 8, which now defines the term as two years. The Packet was updated to reflect the new agreement. Member Shea moved to approve and execute the updated MOU, supported by Member Bocks. A brief discussion was held regarding the purpose of the agreement and specific provisions contained within the document.

Authority Board Open Discussion:

Member Shea stated that the upcoming millage will be one of the most important priorities over the next 12 months and emphasized the need for the Board to actively participate in community events and communicate the airport's value. Member Brandsen agreed and noted the importance of developing data to better demonstrate the airport's economic and community impact. Chair Murray added that the airport provides significant value to the community, much of which is not easily quantified. Member Roden emphasized the need to "tell the story" through increased engagement, including attending meetings, leveraging word-of-mouth communication, and developing a calendar to encourage Board member participation in community outreach efforts. Vice Chair Gruppen expressed the need for stronger support of Manager Neyens and noted that recent public attention has increased awareness of the airport and the Board's role. He observed that, historically, the Board

operated with limited visibility, but that perception appears to be changing. Member Martinez stated that creative strategies will be needed to better connect Park Township residents to the airport, particularly given the distance and the limited business footprint in that area that directly utilizes the airport. Board members collectively discussed the millage as a central focus. The initial priority is to retain the existing millage, followed by efforts to expand support to additional surrounding communities that do not currently contribute. It was noted that increased outreach efforts will be necessary to effectively engage these communities.

Communications from Airport Authority Manager:

Manager Neyens reported on the MDOT Fiscal Year 2026 Statewide Airport Program, noting that it is an open-ended funding opportunity with an application deadline of May 1 and a requirement that funds be expended by September 30. Due to the limited timeframe, only smaller, readily executable projects are being considered. Manager Neyens indicated that potential submissions include refreshing airfield pavement markings and acquiring a snow removal plow truck.

Manager Neyens also reported that repairs to the terminal roof have been completed at no cost to the Authority, as the work was covered under warranty.

To increase engagement and promote the airport, Manager Neyens stated that he and Dan are conducting outreach to flying clubs and nearby airports, similar to efforts undertaken in the previous year. As part of this initiative, the airport is producing Tulip Time Fly-In shirts. The first 15 pilots who participate in the fly-in will receive a complimentary shirt, with additional shirts available for purchase at \$25. Manager Neyens noted that the intent of the shirts is to promote the airport rather than generate revenue, with the goal of increasing visibility within the community.

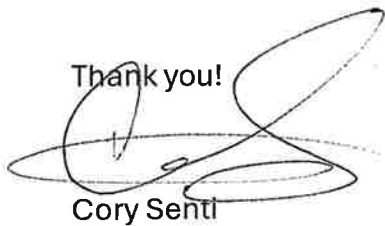
Adjournment: Member Zeerip made a motion to adjourn, seconded by member Brandsen. The motion passed unanimously with a voice vote. No one opposed, no one abstained.

My name is Cory Senti. I am a pilot for WestShore Aviation.

This past winter Matt Nyens and AvFlight did an excellent job of keeping the runway clear. Matt, in particular, as the new manager of the airport acquired new brushing equipment, with the blessing of the Airport Board. This new equipment was integral in maintaining good braking action on the runways.

I want to thank the Board, Avflight and Matt for working hard this past winter.

Thank you!

A handwritten signature in black ink, appearing to read 'Cory Senti', written over a faint, circular stamp or watermark.

Cory Senti

Pilot/Safety Officer

WestShore Aviation.

6164142260