West Michigan Airport Authority
September 14th, 2026
Draft Meeting Minutes

Call To Order: Chair Murray called the meeting to order at 4:00 p.m. local time.

Roll Call: The following members were present: Charles Murray, Devin Shea, Nathan Bocks, Heather Roden, Sally Gruppen, Mark Eardley, Ken Brandsen, Joan Zeerip, and Cynthia Martinez (arrived at 4:11 p.m.). Ex-Officio Members Whitney Ehresman (participated online and left at 4:28 p.m.) and Jacob Bonnema were also present.

Also present were Director Matt Neyens, Treasurer Lynn McCammon, and Student Board Member Nile.

Approval of Agenda: Member Shea made a motion, seconded by Member Bocks, to approve the agenda as presented, with the exception of removing the closed session requirement from Item 7A. No further discussion was held. The motion passed unanimously by voice vote. No members opposed or abstained.

Public Comment: Ben Fogg, a pilot at WMRA and owner of Tulip City Air Repair, addressed the Board and requested that the previously established Pilot Advisory Board be reinstated. Fogg stated that he is invested in the success of the Airport and believes a Pilot Advisory Board would provide pilots at WMRA with an additional means of communicating with the Board.

Approval of August 10th, 2026, Meeting Minutes: Member Shea made a motion, seconded by Member Gruppen, to approve the August 10, 2026 Meeting Minutes. The motion passed unanimously by voice vote. No members opposed or abstained.

Consent Agenda:

A. FBO Report: Member Brandsen made a motion, seconded by Member Bocks, to approve the FBO Report. No discussion was held. The motion passed unanimously by voice vote. No members opposed or abstained.

Unfinished Business:

A. Closed Session – Manager Review: Member Shea made a motion, seconded by Member Bocks, to conduct the Manager Review in open session. A roll call vote was taken: Shea, yes; Bocks, yes; Gruppen, yes; Eardley, yes; Brandsen, yes;

Zeerip, yes; Murray, yes. The motion passed unanimously. Member Martinez was not present for the vote.

Member Bocks then made a motion, seconded by Member Shea, to approve the employment contract for Director Neyens as presented. A roll call vote was taken: Shea, yes; Bocks, yes; Gruppen, yes; Eardley, yes; Brandsen, yes; Zeerip, yes; Martinez, yes; Murray, yes. The motion passed unanimously. No members opposed or abstained.

B. North Taxi-Lane Development Update: TKP exercised its option under Section 19 of the Ground Lease to terminate the agreement. Notice was received that TKP would not be moving forward with its proposed development. The change is expected to simplify the stormwater detention requirements associated with the Circling Approach development.
Member Bocks asked Logan Dykgraaf of Circling Approach about the timing of the project's due diligence period. Dykgraaf advised that extending the period beyond the October Board meeting would provide additional time given the recent changes to the stormwater detention plan.
Member Bocks made a motion, seconded by Member Brandsen, to extend the due diligence period through October 14, 2026. No further discussion was held. The motion passed unanimously by voice vote. No members opposed or abstained.

C. Vector Solutions Update: Director Neyens provided an update on the implementation of the Airport's new landing fee collection program. An initial messaging issue was identified and has since been corrected. Boileau will assist with communicating the landing fee changes to the general aviation community, including that landing fees apply only to aircraft weighing 8,000 pounds or more.

D. Aviation Day Report: Director Neyens reported that Aviation Day was successful and thanked Wings of Mercy, the Fogg group, and the other organizations involved in the event. Participation in the Runway 5K increased from the previous year. The C-47 completed four full flights during the event. The Young Eagles program flew 80 children and had additional participants on a waitlist.

E. MDOT Local Grant Determination: Director Neyens provided an update on the MDOT Local Grant. The F-250 plow truck has been received, with $55,000 of the

grant funding allocated toward its purchase. The remaining grant funding is allocated toward rehabilitation of the runway markings.
The runway marking bid was approximately 19% higher than the original estimate. At this time, MDOT will not commit additional funding toward the increased cost. Following discussions with Mead & Hunt and PK Contracting, an option using Type I beads was presented that would allow the Airport to complete the work while remaining within the available grant funding.
Member Bocks made a motion, seconded by Member Shea, to approve PK Contracting to proceed with Option A using Type I beads for the runway marking project. A roll call vote was taken: Shea, yes; Bocks, yes; Gruppen, yes; Eardley, yes; Brandsen, yes; Zeerip, yes; Martinez, yes; Murray, yes. The motion passed unanimously. No members opposed or abstained.

New Business:

A. Financial Reports: Treasurer McCammon reviewed the financial reports. The FY2026 audit is nearing completion, after which the Authority will have an opportunity to move funds to the Capital Budget. Member Bocks made a motion, seconded by Member Zeerip, to approve the financial reports as presented. No further discussion was held. The motion passed unanimously by voice vote. No members opposed or abstained.

B. Public Area Snow Removal Bid: Director Neyens reviewed the public bid process for snow removal services for the terminal parking lot and related areas. Three completed bids were received from Hollandia, Countryside Snowplowing, and AvFlight. Hollandia submitted the most competitive bid.
Member Bocks made a motion, seconded by Member Martinez, to award the Snow Removal Bid to Hollandia for the 2026–2027 snow season. A roll call vote was taken: Shea, yes; Bocks, yes; Gruppen, yes; Eardley, yes; Brandsen, yes; Zeerip, yes; Martinez, yes; Murray, yes. The motion passed unanimously. No members opposed or abstained.

C. Airport Mural Competition: Director Neyens and Members Roden, Martinez, and Shea met with the Holland Area Arts Council to explore the development of a mural in the Airport terminal. The concept would incorporate Holland, Zeeland, and the greater West Michigan area.

The Holland Area Arts Council expressed willingness to assist the Authority with the project, including issuing a call for artists, in exchange for a small fee. Grant opportunities through MACC and other potential funding sources will also be explored. The preliminary estimated cost of the project is approximately $7,000 to $15,000.

Communications from Airport Authority Manager:

A. Hope College – Center For Leadership; Director Neyens discussed a potential project with the Hope College Center for Leadership. The program brings together college students and professionals to address a specific organizational challenge. Director Neyens discussed utilizing the program to assist with the initial development of Airport management documents using examples from other airports and direction provided by the Authority. The estimated cost is approximately $10,000 and would need to be included in the budget. The project could begin in early 2027.

   Vehicle Storage; Director Neyens reported that he is exploring options to provide adequate vehicle and equipment storage for the Airport and FBO going forward.

Updates from Board Members: Member Martinez discussed the possibility of holding a "Trunk or Treat" event at the Airport, similar to an event held at Ottawa Executive Airport. The concept would involve general aviation aircraft positioned near the terminal, with participating pilots distributing treats and interacting with children and families.

Adjourn: Member Bocks made a motion, seconded by Member Zeerip to adjourn the meeting. The meeting ended at 5:32 pm.