



CAPITAL REGION AIRPORT AUTHORITY

John Shaski
Chairman

Victor Celentino

Yvette Collins

Debbie Groh

Jennifer Jacob

Matthew Lantzy

Nicole Noll-Williams, C.M.
President - CEO

August 25, 2025 REGULAR BOARD MEETING Chair John Shaski

Board Members Present: John Shaski, Yvette Collins, Victor Celentino, Debbie Groh, and Jennifer Jacob

Board Members Absent: Matthew Lantzy

Ex-Officio Present: Mark Mudry and Robert Showers

Management, Staff and Employees Present: Nicole Noll-Williams, Rob Benstein, Ron O'Neil, Elliott Black, Blake Roy, Steve Gonzalez, and Bonnie Wohlfert

Members of the Public Present: Terry Lutz, TLZ Aerospace; Sarah Finello & Mike Rudzinski, RS&H; Bob Pena, Ingham County Board of Commissioners; Brian Hurtekant, Clinton County Board of Commissioners

CALL TO ORDER & ROLL CALL

1. John Shaski, Chair, called the Regular Board Meeting of the Capital Region Airport Authority to order at 4:30 p.m. with a quorum present.
2. John Shaski led, and all recited the Pledge of Allegiance.

APPROVAL OF MINUTES

1. Jennifer Jacob moved the Board to approve the minutes of the July 28, 2025, Regular Board Meeting.
2. The motion passed unanimously.

COMMUNICATIONS & SPECIAL ITEMS

1. None

PUBLIC COMMENT

1. Terry Lutz, TLZ Aerospace, thanked CRAA for filling cracks in the taxiway, clearing weeds, and mowing grass for Mason Aviation Day on August 16. He also commented on the Mason user meetings being scheduled at 5:30 pm on a weekday when many cannot attend due to work and family responsibilities. He suggested providing an email follow-up with the details of what was discussed. Terry stated that he has received no response to a formal request made on January 27, 2025, for a copy of the CRAA Safety Management System plan. He also stated that users were not notified about the comment period on decommissioning the runway end identifier lights on runway 28 at Mason Jewett Airport. The notice was issued on June 23rd with a 45-day comment period ending August 7th. Most airport users learned of the proposal at the July 30th meeting when CRAA shared that they would take over responsibility for the runway end identifier lights. Terry added, if the FAA wants to decommission the REILS for runway 28, there should be a plan for transfer of responsibility in place.

REPORTS AND RECOMMENDATIONS FOR ACTION

#25-26 Consent to Assignment of MH III LLC Ground Site Lease Agreement

- a. Jennifer Jacob moved the Capital Region Airport Authority approve the assignment of the MH III LLC ground site lease agreement and authorized the President – CEO to sign all associated documents on behalf of the Authority.

- b. The motion passed unanimously.

#25-27 Approval of Consumers Energy Pipeline Easement

- a. Victor Celentino moved the Capital Region Airport Authority Board approve the granting of an easement to Consumers Energy for the purpose of constructing, operating, and maintaining a gas pipeline on CRAA property, and authorized the President – CEO, or designee, to sign all necessary documents on behalf of the Authority.
- b. Yvette Collins asked about the timeline and Rob Benstein indicated that they met last week but a plan/timeline has not yet been established.
- c. The motion passed unanimously.

#25-28 Update Authority's Employee Policies and Procedures Manual

- a. Debbie Groh moved the Capital Region Airport Authority Board approve the proposed revisions to the Authority's Employee Policies & Procedures Manual.
- b. The motion passed unanimously.

#25-29 Amendment to Employment Agreement of President & CEO

- a. Victor Celentino presented resolution 25-29 and Debbie Groh moved to refer it to the Personnel Committee to be scheduled before the September 22 board meeting at which time resolution 25-29 will be presented again. John Shaski added that the performance evaluation has been completed and shared with board members.
- b. The motion to refer resolution 25-29 to the Personnel Committee passed unanimously.

REPORTS

Elliott Black – Financial Report for period ending 6/30/25

Operating revenues - YTD Revenues are \$8.7 million (\$1.26 million or 17.0% better than YTD Budget).

Elliott thanked Jennifer Jacob for her inquiry regarding account 4340 miscellaneous revenue and shared that account numbers have been added (4146 ARFF Index Fees and 4075 Room Rentals) in order to better track those revenues and keep miscellaneous at a de minimis amount (2%) . In addition, a new expense account for fines/penalties (account 6065) has been added.

Operating expenses - YTD Expenses are \$9.7 million (\$183k or 1.9% better than YTD Budget).

Net operating revenue - YTD Net Operating Loss is \$1.086 million (\$1.447 million or 57.5% better than YTD Budget).

YTD Property Tax revenues are \$7.07 million (\$790k or 12.6% better than YTD Budget)
YTD Investment Income is \$2.19 million (\$1.4 million or 173.9% better than YTD Budget)

Mason

Operating revenues - YTD Revenues are \$185k (\$33k or 22.1% better than YTD Budget).
Operating expenses - YTD Expenses are \$185k (\$22.2k or 13.6% worse than YTD Budget).
Net operating revenue - YTD Net Operating Loss is \$94 (\$11,243 better than YTD Budget).

Nicole Noll-Williams – President & CEO Report

Nicole thanked Jennifer Jacob for her feedback and thanked the maintenance staff for the prep work completed for Mason Aviation Day.

CRAA hosted an Eaton RESA Educator Event on August 13, 2025, which provided an in-service day to learn more about career opportunities in and around LAN for twelve educators from Eaton Rapids, Grand Ledge, and Maple Valley school districts.

LAN hosted a successful event in partnership with BETA Technologies, MEDC, and MDOT on July 30, 2025. The event drew over 150 attendees and featured a ceremonial ribbon cutting for BETA's new Charge Cube, a key piece of infrastructure supporting electric aviation and the first one in Michigan. Attendees also enjoyed a flyover with BETA's electric aircraft. The event underscored LAN's role as a forward-looking regional airport.

Nicole moderated a panel titled "Sky's the Limit: Drones, eVTOLS, and the Third Dimension of Mobility" at the inaugural MSU Mobility Summit on August 14. She was able to highlight the Aviation Career Institute which prompted an MSU professor to reach out regarding K12 outreach activities and potential opportunities to collaborate.

Also on July 30, CRAA hosted an Aerospace Association of Michigan Luncheon at LAN drawing 70 leaders and professionals from across the state. The event featured keynote presentations from BETA Technologies and other aerospace companies.

The LCC Aviation Technology and Maintenance program graduation was held on August 1, 2025. This year the program had 36 graduates – 25 graduated with either part or all of their FAA testing complete, and the remaining others will complete exams over the coming weeks.

LAN welcomed the State of Michigan Travel Managers from various SOM departments for their first in-person meeting in more than two years, coordinated by Delta Air Lines. The group enjoyed a behind-the-scenes tour of the airport and a presentation from airport leadership.

CRAA continues to meet with Trego-Dugan, Unifi Services, and AvFlight (ground handlers) in preparation for snow operations.

May 1, 2026, will mark LAN's centennial year. Celebration planning is underway.

The Clinton County Road Commission will be reconstructing Airport Road between Clark Road and Herbison Road starting on Monday, September 8. The project is expected to be complete by October 18. The second phase between Grand River Avenue and Clark Road will be reconstructed in 2026.

Rosie the Riveter Day plans are underway for March 13, 2026 (moved from March 21, 2026, to avoid spring breaks).

OLD BUSINESS

1. None

NEW BUSINESS

1. None

PUBLIC COMMENT

1. None

BOARD COMMENTS

1. John Shaski commented on the impressive speakers for the BETA ribbon cutting.

2. Jennifer Jacob asked if the Consumers Energy Pipeline Easement will cause any closings. Staff indicated no, it will be directional bored and is not within the RSA (runway safety area).
3. Debbie Groh commented on the time scheduled for the Mason users/tenant meetings (5:30 pm) and suggested minutes be taken and distributed to all, including board members. Letters were sent to tenants asking for subcontractor contact information, but the contact list still appears to have holes.
4. Victor Celentino asked if there is any movements by airlines to add destinations (Delta to MSP). Nicole indicated that the Delta flight to MSP this fall is a fan based flight. She met with SkyWest last Friday and discussed the availability of aircraft currently used in EAS (Essential Air Service) markets to serve LAN. Delta needs to push for MSP service on SkyWest. Other airlines were discussed as well. Nicole added that she had a great meeting with MSU President Guskiewicz a few weeks back regarding opportunities to collaborate with their travel planners.

ADJOURNMENT

1. John Shaski moved the meeting to be adjourned at 5:15 pm.
2. The motion carried, and the meeting was adjourned.

signed

John Shaski, Chair

signed

Bonnie Wohlfert, Secretary