



# CAPITAL REGION AIRPORT AUTHORITY

John Shaski  
Chairman

Victor Celentino

Yvette Collins

Debbie Groh

Jennifer Jacob

Matthew Lantzy

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

## April 27, 2026 REGULAR BOARD MEETING Chair John Shaski

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

**Ex-Officio Present:** Mark Mudry

**Ex-Officio Absent:** Robert Showers

**Management, Staff and Employees Present:** Nicole Noll-Williams, Rob Benstein, Elliott Black, Blake Roy, Tasia Clay, and Bonnie Wohlfert

**Members of the Public Present:** Brian Hurtekant, Clinton County Commissioner; Robert Pena, Ingham County Commissioner; Ethan Fulton, WSP; Dan Kehoe, Mead & Hunt; Keith Simons, Fishbeck

### 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. Matthew Lantzy moved the Board approve the minutes of the February 23, 2026, Closed Session and the March 23, 2026, Regular Board Meeting.
2. The motion passed unanimously.

### COMMUNICATIONS & SPECIAL ITEMS

1. None

### PUBLIC COMMENT

1. None

### REPORTS AND RECOMMENDATIONS FOR ACTION

#### #26-05 Presentation of Proposed FY 2027 Budget & Establishing Budget Public Hearing

- a. Yvette Collins moved the Capital Region Airport Authority Board place on file for public inspection the proposed fiscal year 2027 budget and set the public hearing for the proposed budget for May 18, 2026, at 4:30 pm. Additionally, the Board will hold its regularly scheduled meeting immediately following the public hearing for purposes of considering adoption of the proposed fiscal year 2027 budget and other items (if necessary). Furthermore, the Board authorized the President – CEO to advertise notice of the public hearing in a local newspaper as required.
- b. Jennifer Jacob asked when and where the public can view the proposed budget. Nicole indicated during regular business hours in the administration office. Debbie Groh suggested that a reminder be sent to the board to return the first draft of the budget books since the final version has been provided.
- c. The motion passed unanimously.

#### #26-06 Award of contract to WSP Michigan, Inc.

- a. Victor Celentino moved the Capital Region Airport Authority Board approve the contract to WSP, with a total "Not to Exceed" amount of \$18.5 million. This would be a task-order

contract, in which the Authority authorizes work in stages, based on available funds as well as satisfactory completion of earlier phases. The WSP team will begin its work by verifying existing conditions and refining the functional objectives of the project, followed by a Schematic Design phase that will better define the overall project scope, cost, sequence, and optimal project implementation method(s). Based on WSP's findings, Authority staff will return to the Board as needed for authorization of additional A&E design funds (authorization of additional tasks) needed beyond the initial \$10 million already approved, up to the not-to-exceed amount. The board authorized the President – CEO to sign all associated documents on behalf of the Authority.

- b. Debbie Groh asked what WSP stands for and Ethan Fulton with WSP shared that each letter is the initial of an owner's name. Yvette Collins asked who on the CRAA board participated in the evaluation panel and John Shaski shared that he was on the panel.
- c. The motion passed unanimously.

#### **#26-07 Award of contract to Toebe Construction, LLC**

- a. Matthew Lantzy moved the Capital Region Airport Authority Board approve the award of a contract (or potentially two separate contracts) to Toebe Construction LLC, for a total of \$10,319,970.10 for Roadway Reconstruction and Rehabilitation Services in support of the Capital City Blvd. and Port Lansing Roadway Project.
- b. Victor Celentino asked if Toebe Construction was from Lansing and Rob Benstein confirmed they are located in Wixom. Victor referred to the local bidder preference established by the board and inquired about E.T. Mackenzie Company's bid (located in Grand Ledge). Staff indicated that Toebe Construction met all the qualifications and was the lowest bidder by a significant amount (hundreds of thousands).
- c. Debbie Groh asked if this resolution would be a task-order contract like resolution 26-06 and Nicole indicated no, the funding for this project is confirmed.
- d. The motion passed unanimously.

#### **#26-08 Award of Contract Amendment III to Fishbeck for Construction Administration Services**

- a. Jennifer Jacob moved the Capital Region Airport Authority Board approve a contract amendment with Fishbeck for construction administration services related to the Roadway Reconstruction/Rehabilitation Project for Capital City Blvd. and Port Lansing Road in an amount of \$1,232,690.44 and authorized the President – CEO, or designee, to sign all necessary documents on behalf of the Authority.
- b. The motion passed unanimously.

### **REPORTS**

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#### **Elliott Black – Financial Report for period ending February 28, 2026**

Operating revenues - YTD Revenues are \$5.7 million (\$355k or 6.6% better than YTD budget)  
Key contributing factors include Concession revenues, Parking, Building / Office Rents.

Operating expenses - YTD Expenses are \$7.5 million (\$103k or 1.4% worse than YTD Budget)  
Key contributing factors include Payroll and Other expenses (primarily due to an assessment for improvements to the Rayner Creek drainage system).  
Key offsets include Services, Insurance, Maintenance, and Equipment (all better than YTD budget).

Net operating revenue - YTD Net Operating Loss is \$1.7 million (\$251k or 12.8% better than YTD Budget).

Selected Non-Operating Revenues and Expenses - Accrued YTD Property Tax revenues now stand at \$7.65 million (\$3.36 million or 78.4% better than YTD Budget). YTD Investment Income is \$1.06 million (\$528k or 99.1% better than YTD Budget).

Mason Jewett Field

Operating revenues - YTD Revenues are \$104k (\$3,887 or 3.6% worse than YTD Budget)

Operating expenses - YTD Expenses are \$228k (\$105k or 86% worse than YTD Budget)  
Key contributing factors include Payroll Expenses and Other (Rayner Creek assessment)

Net operating revenue - YTD Net Operating Loss is \$123k (\$109k or 743% worse than YTD Budget).

Victor Celentino asked how long the Rayner Creek assessment will be noted and Elliott indicated until the end of this fiscal year. Victor also inquired about the payroll (contributing factor) and Elliott explained that the FY26 budget was understated which has been fixed for FY27.

**Nicole Noll-Williams – President & CEO Report**

Nicole commented on the various projects underway (terminal design, master plan, taxiway, EDA, and road project). The process is typically design and bid one year with construction the following year.

The public safety department hosted all three Lansing Fire Department (LFD) Station 2 shifts and the current LFD Recruit class for familiarization training. They also participated in two Rescue Task Force (RTF) training sessions alongside several members from police and fire agencies throughout the Tri-County area. These sessions focus on effectively integrating both police and fire resources when responding to an active violence incident. Steve Gonzalez has done a great job engaging with our mutual aid partners. The public safety department also participated in mock interviews for the Eaton RESA law enforcement program students.

The public safety and operations departments hosted the annual Airport Emergency and Security Plans review with mutual aid departments, tenants, and airport personnel. Blake Roy and Steve Gonzalez did a fantastic job highlighting the significant points of both plans along with changes made within the past year.

The FAA's annual certification/safety inspection of LAN is scheduled for April 30.

Congratulations to Gary Hufnagel who was promoted to Assistant Manager of Facilities Maintenance.

Planning is underway for the 100 Years of Flight celebration on June 13, 2026, from 10 am to 2 pm. Thanks to Debbie Groh and Jennifer Jacob for their involvement with this event and Rosie Day. Food trucks, music, aircraft, and vendors are being confirmed. Free flights will be available for 8 – 17 year olds

Yvette Collins asked when we will know if United Airlines' plans to start service June 1 will be delayed or cancelled. Nicole shared that last week United received feedback from the FAA and we are waiting to hear details. There is a possibility of a reduced flight schedule due to air traffic controller shortages in Chicago. Employees have been hired, flights have been booked, and corporate contracts signed but we should know more this week.

**OLD BUSINESS**

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1. None

**NEW BUSINESS**

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1. None

**PUBLIC COMMENT**

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1. None

**BOARD COMMENTS**

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1. Debbie Groh thanked the Authority for the pens provided to each board member. The intent is to use the pens at restaurants and other venues, then leave behind as a way to promote the airport.
2. Mark Mudry asked about fuel reserves at both Lansing and Mason. Nicole indicated that we have solid volumes, but the fuel prices will have an impact on new markets for airlines. Debbie Groh added that Ron ordered before the fuel price spike, so pricing is good currently.
3. John Shaski reminded the board that the May meeting will be a week earlier due to Memorial Day.

**ADJOURNMENT**

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1. John Shaski moved the meeting to be adjourned at 5:07 pm.
2. The motion carried, and the meeting was adjourned.

signed

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John Shaski, Chair

signed

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Bonnie Wohlfert, Secretary