

West Michigan Airport Authority

Meeting Agenda

Monday, January 10, 2011

11:30am - 1:00pm

Howard Miller Library & Community Center, 14 S. Church Street (Zeeland)

1. Consideration of the December 13, 2010 Meeting Minutes. (Action Required)
2. Public Comments.
3. Election of Officers. (Action Required)
4. FBO Report.
5. Discussion on Fiscal Year 2012 Budget Preparation:
 - A. Calendar Year 2010 Accomplishments.
 - B. FY2011 Action Plan Review.
 - C. FY2012 Action Plan Discussion.
6. Monthly Budget and Investment Report. (Accept as Information)
7. Other Business.
8. Adjourn.

Mission Statement: To provide the public with state-of-the-art global air access to strengthen the local economy and improve the area's quality of life.

If you are not able to attend the meeting, please contact Greg Robinson (355-1313) or Carolyn O'Connor (355-1311). We must have at least one (1) of the three representatives of each unit of government present at the meeting to attain a quorum. Thank you.

**West Michigan Airport Authority
Meeting Minutes
December 13, 2010**

The West Michigan Airport Authority met at Westshore Aviation at Tulip City Airport in Holland, Michigan.

Present: Authority Members Toscano, Wickmann, Price, Klunder, Hoogland, Martin, Dykstra, and Wiersma.

Absent: Authority Member Mitchell.

Others Present: Ottawa County Representative Disselkoen, Allegan County Representative Burns, Assistant City Manager Robinson, FBO Ludema, Finance Director Vagle, Executive Assistant O'Connor, and Youth-On-Boards Representatives Bos and Zeigeler.

10.12.01 Consideration of the November 15, 2010 Meeting Minutes.

It was moved by Dykstra and supported by Wickmann to approve the November 15, 2010 meeting minutes as submitted. This motion was unanimously adopted.

10.12.02 Public Comments.

There were no public comments.

10.12.03 Introduction of Communications Assistant.

Mr. Robinson introduced Mrs. Karen Scholten, who will be the new part-time Communications Assistant for the West Michigan Airport Authority. Her focus will be on communications and marketing of Tulip City Airport and the West Michigan Airport Authority in conjunction with the Communications Committee.

Mr. Klunder and other members expressed their support and welcomed Mrs. Scholten to the Authority.

10.12.04 Review of Site Plan for Profile Tool, 1906 Russell Court.

It was moved by Martin and supported by Price to recommend to the City of Holland Planning Commission that the site plan for Profile Tool at 1905 Russell Court be approved subject to the following conditions:

1. That the application receives FAA approval and complies with all FAA requirements.
2. That the elevation of the addition, including all rooftop appurtenances, not exceed a height of 27 feet (720 ft. ASL).
3. That any storm water detention areas be designed to be mowable throughout.
4. That any emission from the building not be visible so as to create hazardous conditions to air traffic.
5. That any external material of the building, including rooftop appurtenances, be non-reflective to reduce glare that could obstruct a pilot's vision.
6. That any external lighting be directed downwards so as not to create any visual hazards for pilots.
7. That any crane utilized during construction be flagged during the day and lowered at night.
8. That, if required by the MDOT Bureau of Aeronautics, a Michigan Tall Structures Act permit be obtained by the applicant.

This motion was unanimously adopted.

10.12.05 Presentation of FY2010 Audit.

Mr. Steven Blann and Mr. Will Love from Rehman, the Authority's auditors, presented the FY2010 audit and financial statements to the Authority. They reviewed various aspects of the audit and indicated that they found nothing of concern in their audit. The report was accepted as information.

Mr. Martin inquired about the status of the new finance software and its anticipated completion date. Mr. Vagle stated that the transition to the New World software was in progress.

Mr. Vagle highlighted the contents of GASB 54 as it relates to designated funds in the Authority budget. He stated that the Authority would need to take formal action to insure compliance with the guidelines. Authority member inquired about the impact and scope of the guidelines. It was moved by Dykstra and supported by Hoogland to create an assigned line item for contingencies as recommended by Rehman and the Authority's Finance Director and to authorize management to have the authority to utilize the contingencies as stated. This motion was unanimously adopted.

Mr. Robinson commended the City of Holland Finance staff for their work on insuring a smooth audit process. Mr. Klunder discussed the intent behind the collection of funds in support of larger Airport capital projects. Mr. Toscano stated that the Authority needed to communicate this intent to the community in order to be sensitive to the tough economy and public perceptions.

10.12.06 Review of Revised Ten-Year Capital Projects Plan.

Mr. Robinson presented the revised Ten-Year Capital Project Plan, which was revised after the annual meeting with the Michigan Bureau of Aeronautics in November 2010. He reviewed the projects with the Authority as well as the anticipated cost and grant funds. The Authority discussed whether or not a policy should be adopted in order to set aside designated funds for these projects as well as state support for projects. The Authority will be asked to approve local matches for projects at upcoming meetings.

Mr. Ludema inquired about the status of the Airport Layout Plan (ALP). Mr. Robinson stated that as soon as approval was received on the Terminal Project, the ALP would be finalized.

10.12.07 Contract for Pavement Rehabilitation Design Services.

Mr. Robinson presented a contract from Mead & Hunt for design services related to the south pavement rehabilitation project. While the grant contract has not been received by the Bureau of Aeronautics, but it is expected soon. Any action taken would be contingent on receiving the necessary grant agreements. It was moved by Price and supported by Dykstra to approve the contract for services with Mead & Hunt, subject to the receipt and approval of grant agreements from the Michigan Bureau of Aeronautics. This motion was unanimously adopted.

10.12.08 FBO Report.

FBO Ludema presented the monthly report on operations and fuel sales at Tulip City Airport. He stated that the Airport saw an increase in operations over the Thanksgiving weekend due to visiting family and friends for area residents. Mr. Ludema also reported that the Airport was experiencing some increases in maintenance due to the age of the airport, and the need to have the runway lights at medium level on a 24/7 basis until repairs are completed.

This report was accepted as information.

10.12.09 Monthly Budget & Investment Report.

It was moved by Wickmann and supported by Toscano to approve the monthly budget and investment report as submitted. This motion was adopted unanimously.

10.12.10 Other Business.

- Mrs. Price stated that this was her last meeting as she was departing Park Township for the Michigan House of Representative. The Authority members wished her well in her transition to Lansing in January.
- Mr. Klunder inquired about upcoming term expirations. Ms. O'Connor stated that notices would be going to members and governing units in the next several weeks.
- Mr. Toscano wished all the Authority members and attendees a Merry Christmas!

10.12.11 Adjournment.

As there was no further business, the meeting was adjourned at 12:45pm.

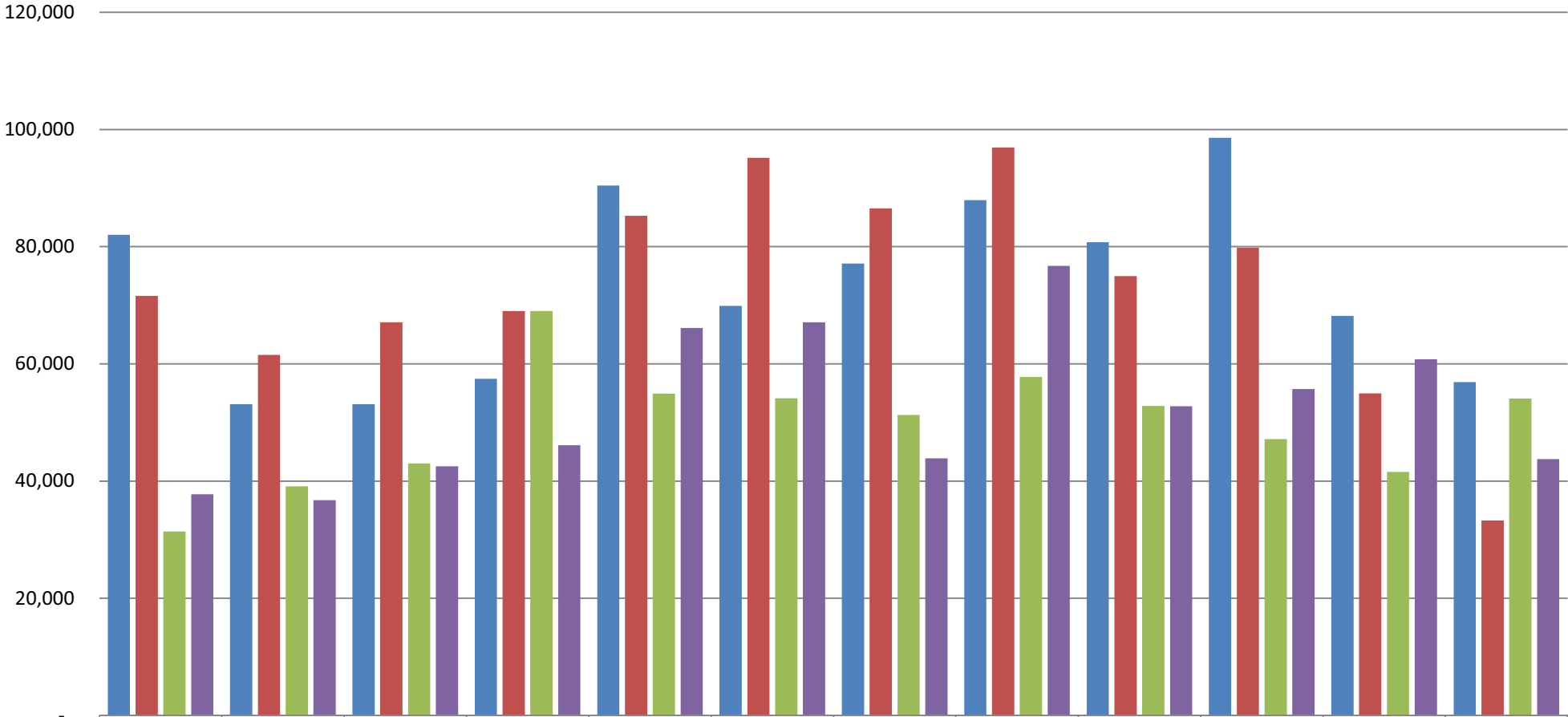
Respectively Submitted,

Jim Wiersma
Secretary

WMAA MONTHLY FBO REPORT

Total Fuel Gallons Delivered	Current Month <u>Dec-10</u> 43,744	One Year ago <u>Dec-09</u> 54,079	Fiscal Year To Date <u>10/01/10-09/30/11</u> 160,257	F/Y to Date Compared to F/Y 2010 17,471
Transplant Flights	0			
Wings Of Mercy Flights	2			
Freight Flights From/To Holland	5			
Notable Activities				

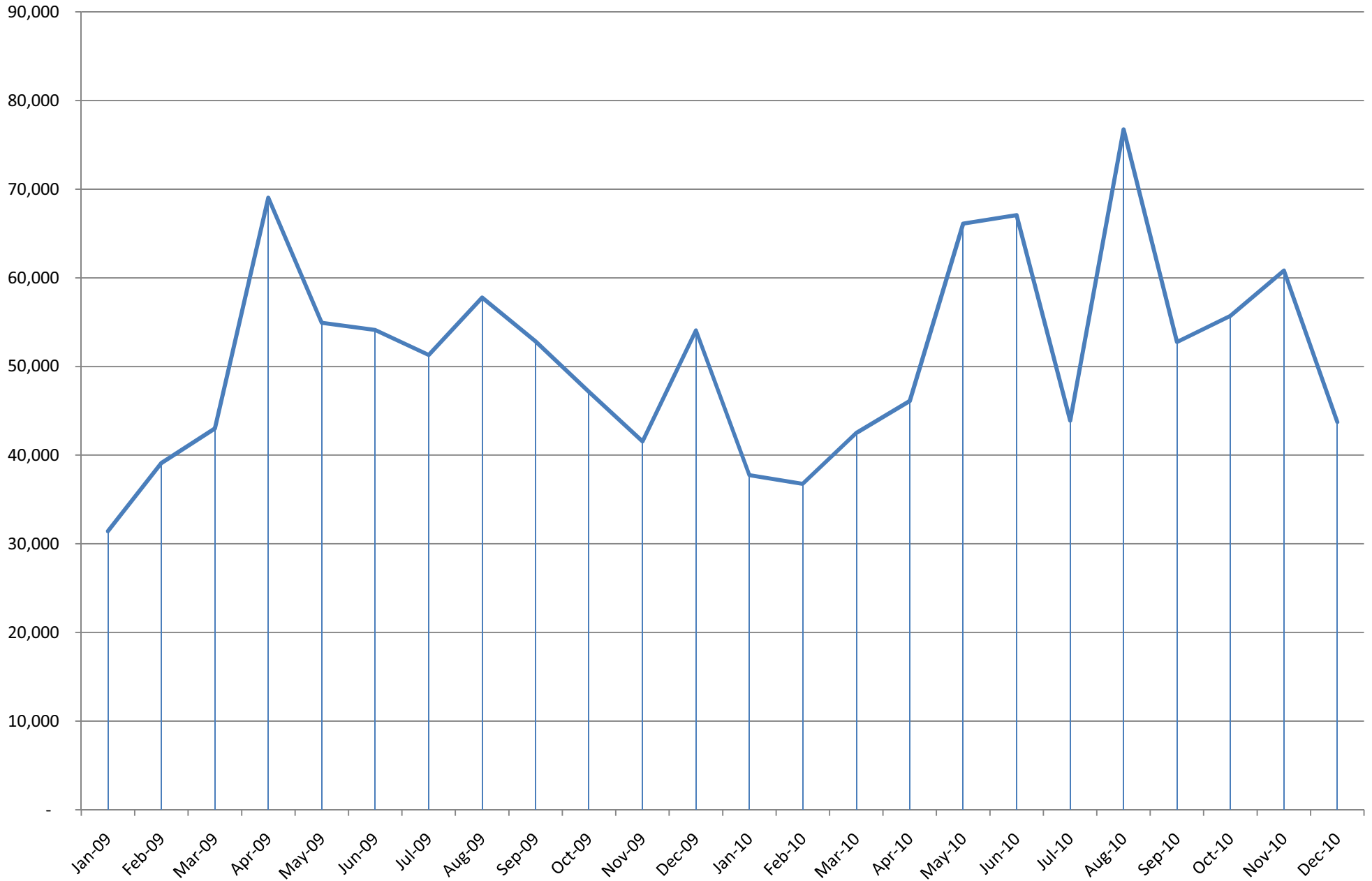
Tulip City Airport Fuel Sales Comparison (2007 to Present)



	January	February	March	April	May	June	July	August	September	October	November	December
2007	82,008	53,111	53,111	57,468	90,426	69,894	77,138	87,923	80,770	98,564	68,210	56,880
2008	71,616	61,551	67,102	69,043	85,261	95,153	86,530	96,922	74,989	79,861	54,948	33,271
2009	31,420	39,100	43,017	69,043	54,918	54,122	51,305	57,770	52,833	47,150	41,558	54,079
2010	37,744	36,750	42,511	46,116	66,113	67,077	43,883	76,739	52,761	55,705	60,808	43,744

■ 2007
 ■ 2008
 ■ 2009
 ■ 2010

Tulip City Airport Fuel Sales (2007 to Present)



West Michigan Airport Authority
Fiscal Year 2011 Action Plan
February 22, 2010

Mission Statement

To provide the public with state-of-the-art global air access to strengthen the local economy and improve the area's quality of life.

Fiscal Year 2011 Action Plan

1. Complete the update of the Airport Layout Plan (ALP).
Completion of the ALP is waiting on the recommended location for a new terminal. The terminal recommendation should be ready by the end of February 2011.
2. Prepare a financing strategy, the final design, and construction plan for a new terminal.
As noted in the previous item, a recommendation on at least the location for a new terminal should be coming to the Board in the near future. A preliminary funding strategy and design have been prepared, but are not ready for Board review at this time. These should be ready at some point during the spring 2011. This project has been discussed with the MDOT Bureau of Aeronautics (BOA) and a schedule has been established for this project. However, final BOA approval has not yet been provided.
3. Refurbish the Instrument Landing System (ILS) for runway 26.
This project was also discussed with the BOA in November 2010. This project is estimated to cost \$500,000 and the BOA has verbally expressed an interest in funding \$200,000 of this cost. Further meetings and final specifications for this project will occur in January and February 2011. The project could be underway during the current fiscal year which ends June 30, 2011.
4. Secure an LPV approach for runway 8.
Approval of this project has already been requested of the Federal Aviation Administration by the BOA. This can be an extended process and staff has not been provided with a schedule by the FAA.
5. Complete the MDOT/FAA project grant for the rehabilitation of the south hangar area taxiway.
The Board recently approved the design agreement with Mead & Hunt for this project and it is anticipated that the project will be completed during the summer 2011. The actual grant document has not yet been received.

6. Construct at least one public viewing area at the airport.
This item has not been addressed yet, but a recommendation to the Board is expected prior to the end of the fiscal year.
7. Continue regular distribution of email and direct mail information to airport stakeholders.
The Communications Assistant position has recently been filled and the Operations Committee will be discussing a communications strategy at its meeting during the week of January 10, 2011. A recommendation on the strategy should be coming to the Board in February or March 2011.
8. Make a concerted effort to interact more with airport users and lease holders.
This item is also expected to be discussed by the Operations Committee as part of the overall communications strategy.
9. Prepare and distribute a Request For Proposals for airport consultant services.
Due to the attention that the previous items in the Action Plan will require, this item may not be addressed during FY2011.

WEST MICHIGAN AIRPORT AUTHORITY - CASH AND INVESTMENT PORTFOLIO STATUS REPORT

At Close of Business Day: December 31, 2010

Cash or Investment Type	Fifth Third	Bank of Holland	Chemical	Flagstar	Huntington	Macatawa	Other Financial Arrangements	TOTAL	Percent Of Grand Total
POOLED									
<u>Short-Term Money Management:</u>									
- Cash in Bank Deposit Account	183,265							183,265	17.83%
- MBIA Michigan Class Pool Account		275,000		200,720	210,416	156,424	- 0 -	- 0 -	0.00%
- Certificates of Deposit	- 0 -	934	- 0 -	861	43	408	- 0 -	842,561	81.96%
- Accrued Interest Receivable	- 0 -		- 0 -				- 0 -	2,246	0.22%
Total Short-term	183,265	275,934	- 0 -	201,582	210,459	156,832	- 0 -	1,028,072	100.00%
<u>Long-Term Money Management:</u>									
- Certificates of Deposit	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	0.00%
Total Long-term	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	0.00%
TOTAL POOLED	183,265	275,934	- 0 -	201,582	210,459	156,832	- 0 -	1,028,072	100.00%
Percent of Short-Term Total	=	17.83%	26.84%	0.00%	19.61%	20.47%	15.25%	0.00%	100.00%
Percent of Long-Term Total	=	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Percent of Grand Total	=	17.83%	26.84%	0.00%	19.61%	20.47%	15.25%	0.00%	100.00%
Additional Information:									
> Most recent update of Interest Rate for Deposit Acct at Fifth Third Bank: 0.14988%									
> Most recent update of Interest Rate for MBIA Michigan Class Acct: 0.068%									
Terms/Rates of Short-term Certificates of Deposits:									
> \$156,424.06 at Macatawa maturing 03/03/2011, 175 days @ 0.83%									
> \$210,416.25 at Huntington maturing 03/10/2011, 118 days @ 0.15%									
> \$275,000 at Bank of Holland (easy access CD) maturing 05/23/2011, 1 yr @ 0.55%									
> \$100,720.42 at Flagstar maturing 06/24/2011, 365 days @ 1.50%									
> \$100,000 at Flagstar maturing 09/29/2011, 315 days @ 0.50%									

WEST MICHIGAN AIRPORT AUTHORITY
COMPARATIVE ANALYSIS OF "AVERAGE DAILY CASH & INVESTMENT BALANCE" AND "INVESTMENT INCOME"
FOR FISCAL YEARS 2009-2010 AND 2010-2011

Month	Fiscal Year 2009-2010				Fiscal Year 2009-2010					
	Average Daily Balance	Accrued Interest Income	Capital Gains (Losses)	Market Write Up (Down)	Year-to-Date Investment Income	Average Daily Balance	Accrued Interest Income	Capital Gains (Losses)	Market Write Up (Down)	Year-to-Date Investment Income
July	557,702	754	0	0	754	818,072	456	0	0	456
August	579,730	755	0	0	1,509	829,496	450	0	0	906
September	690,483	742	0	0	2,251	927,860	384	0	0	1,290
October	710,493	483	0	0	2,734	937,675	367	0	0	1,657
November	708,956	356	0	0	3,090	946,622	210	0	0	1,867
5 Months Total	649,473	3,090	0	0	3,090	891,945	1,867	0	0	1,867
December	735,044	383	0	0	3,473					
January	755,803	471	0	0	3,944					
February	766,162	455	0	0	4,399					
March	789,149	529	0	0	4,928					
April	796,305	508	0	0	5,436					
May	799,151	455	0	0	5,891					
June	809,430	413	0	0	6,304					
12 Months Total	724,867	6,304	0	0	6,304					

Annualized Rate of Return - Current Fiscal Year

<u>July 1, 2010 - November 30, 2010</u>	0.499%
On Interest Income Only	0.499%
On Total Investment Income (Interest, plus Capital Gains and minus Capital Losses)	

Annualized Rate of Return - Prior Fiscal Year

<u>July 1, 2009 - November 30, 2009</u>	1.135%
On Interest Income Only	1.135%
On Total Investment Income (Interest, plus Capital Gains and minus Capital Losses)	
<u>July 1, 2009 - June 30, 2010</u>	0.870%
On Interest Income Only	0.870%
On Total Investment Income (Interest, plus Capital Gains and minus Capital Losses)	

Fund Fn Dept	Account	Description	2011 Budget Annual	2011 Actuals Annual	Unrecognized Variance	2011 Percent Budget
104 03 000	450582C	City of Holland Contribution	102,800.00	104,415.31	<1,615.31>	101.57
104 03 000	450582P	Park Township Contribution	87,000.00	13,706.90	73,293.10	15.76
104 03 000	450582Z	City of Zeeland Contribution	44,000.00	44,300.16	<300.16>	100.68
104 03 000	4606219	Emergency Services Fee	0.00	171.57	<171.57>	0.00
104 03 000	4606541	FBO Franchise Fees	20,000.00	9,999.96	10,000.04	50.00
104 03 000	4606545	Fuel Flowage Fee	60,000.00	28,416.78	31,583.22	47.36
104 03 000	4606546	Landing Fees	15,000.00	11,552.70	3,447.30	77.02
104 03 000	480665	Investment Income	7,500.00	1,865.88	5,634.12	24.88
104 03 000	5405360023	Fed Grant FAA Entitl-Capital	150,000.00	0.00	150,000.00	0.00
104 03 000	5405360024	Federal Grant-FAA Capital	116,000.00	0.00	116,000.00	0.00
104 03 000	5505700024	State Grant-MDOT Capital	196,375.00	0.00	196,375.00	0.00
104 03 000	560582A	Contrib-Holland City-Startup	0.00	3,573.28	<3,573.28>	0.00
104 03 000	5606692	Rental-Hangar Land Lease	76,000.00	64,387.37	11,612.63	84.72
104 03 000	5606698	Rental-Agricultural Land Lease	7,400.00	7,995.00	<595.00>	108.04
104 03 000	560669T	Rental - T-Hangars	40,000.00	20,700.00	19,300.00	51.75
104 000		-General Government	922,075.00	311,084.91	610,990.09	33.74
104		-General Fund-Airport Authority	922,075.00	311,084.91	610,990.09	33.74

Fund Fn Dept	Account	Description	2011 Budget Annual	2011 Actuals Annual	2011 Unrecognized Variance	2011 Percent Budget
280 03 540	480665	Investment Income	0.00	0.50	<0.50>	0.00
280 540		-Airport Operations	0.00	0.50	<0.50>	0.00
280		-Airport Donations	0.00	0.50	<0.50>	0.00

Fund Fn Dept	Account	Description	2011 Budget Annual	2011 Actuals Annual	Unrecognized Variance	2011 Percent Budget
675 00 000	480665	Investment Income	0.00	460.71	<460.71>	0.00
675 000		-General Government	0.00	460.71	<460.71>	0.00
675		-Cash/Investments Pool	0.00	460.71	<460.71>	0.00
=====						

Fund Fn Dept	Account	Description	2011 Budget Annual	2011 Actuals Annual	Unrecognized Variance	2011 Percent Budget
Grand Totals			922,075.00	311,546.12	610,528.88	33.79

Jan Airport Authority
Budget Summary By Fund for Accounting Period 1/2011 through 12/2011

FUND: 104 General Fund-Airport Authority

Fund	Fund Fn Dept	Account	Project	Description	2011 Budget Annual	2011 Actuals Annual	2011 Encumb Annual	2011 Unexp Balance	2011 Percent Expended
104	03 540	710701		Payroll-Regular	40,000.00	21,938.00	0.00	18,062.00	54.85
104	03 540	710707		Payroll-Temporary Help	10,000.00	0.00	0.00	10,000.00	0.00
104	03 540	711718		Retirement Contrib-MERS	0.00	6.35	0.00	<6.35>	0.00
104	540			+Personal Services	50,000.00	21,944.35	0.00	28,055.65	43.89
104	03 540	721730		Postage	300.00	3.47	0.00	296.53	1.16
104	03 540	721905		Photocopies/In-House Printing	100.00	22.19	0.00	77.81	22.19
104	03 540	721931		Building & Grnds Maintenance	15,000.00	208.23	0.00	14,791.77	1.39
104	03 540	721933		Equipment Maintenance	30,000.00	8,668.23	0.00	21,331.77	28.89
104	03 540	721933INS		Equip Mtce/Repairs-Insurance Claims	0.00	1,079.00	0.00	<1,079.00>	0.00
104	03 540	7228019000		Printing	0.00	37.50	0.00	<37.50>	0.00
104	03 540	7228019010		Advertising/Promotional	40,000.00	13,234.28	0.00	26,765.72	33.09
104	03 540	722804		Contractual-Legal	7,500.00	4,249.78	0.00	3,250.22	56.66
104	03 540	7228050001		Contract-Indpt Audit	7,000.00	5,700.00	0.00	1,300.00	81.43
104	03 540	7228050004		Contr-Financial Svc Fee	0.00	118.80	0.00	<118.80>	0.00
104	03 540	7228070002		Contr-Plan Development	1,000.00	500.00	0.00	500.00	50.00
104	03 540	7228070005		Contractual-Engineering	1,500.00	0.00	0.00	1,500.00	0.00
104	03 540	7228070006		Contr-Terminal Study	0.00	1,800.00	0.00	<1,800.00>	0.00
104	03 540	722808MOW		Contr Mtce-Mowing	13,000.00	12,010.75	0.00	989.25	92.39
104	03 540	722808MTC		Contr Mtce-General Repairs	12,000.00	5,378.38	0.00	6,621.62	44.82
104	03 540	722808SNOW		Contr Mtce-Snowplowing	60,000.00	0.00	0.00	60,000.00	0.00
104	03 540	7228090061		Contract-Management Services	45,000.00	14,215.00	0.00	30,785.00	31.59
104	03 540	7228090062		Contr-Airport Manager-Tulip City Ai	5,000.00	3,423.54	0.00	1,576.46	68.47
104	03 540	723850		Communications-Telephone	300.00	112.21	0.00	187.79	37.40
104	03 540	723860		Travel, Conf, Seminars	1,000.00	0.00	0.00	1,000.00	0.00
104	03 540	723910		Commercial Insurance Premiums	19,000.00	18,489.00	0.00	511.00	97.31
104	03 540	723920GATE		Utilities-Fence Gates	1,100.00	200.84	0.00	899.16	18.26
104	03 540	723920LAND		Utilities-Landing Lights & Systems	3,900.00	1,555.08	0.00	2,344.92	39.87
104	03 540	723920PLOT		Utilities-Parking Lot Lighting	800.00	375.83	0.00	424.17	46.98
104	03 540	723920RUNW		Utilities-Runway Lights	4,600.00	2,290.56	0.00	2,309.44	49.79
104	03 540	723920THAN		Utilities-T Hangars	1,700.00	990.52	0.00	709.48	58.27
104	03 540	723955		Miscellaneous	3,000.00	2,228.25	0.00	771.75	74.28
104	03 540	7239640002		Refunds-Property Tax Prior Yrs	0.00	1.15	0.00	<1.15>	0.00
104	540			+Other Current Expenditures	272,800.00	96,892.59	0.00	175,907.41	35.52
104	03 540	730974		Land Improvements	375,000.00	0.00	0.00	375,000.00	0.00
104	03 540	730975		Buildings & Structures	470,000.00	0.00	0.00	470,000.00	0.00
104	540			+Capital Outlay	845,000.00	0.00	0.00	845,000.00	0.00
104	03 540	770956		Contingency	10,000.00	0.00	0.00	10,000.00	0.00
104	540			+Contingencies	10,000.00	0.00	0.00	10,000.00	0.00
104	540			+Airport Operations	1,177,800.00	118,836.94	0.00	1,058,963.06	10.09

By Laura Judge (JUDGE)

West Michigan Airport Authority
 Expense Budget Summary By Fund for Accounting Period 1/2011 through 12/2011 FUND: 104 General Fund-Airport Authority

Fund	Project	Fund Fn Dept Account	Description	2011 Budget Annual	2011 Actuals Annual	2011 Encumb Annual	2011 Unexp Balance	2011 Percent Expended
104			+Airport Operations	1,177,800.00	118,836.94	0.00	1,058,963.06	10.09
104			+General Fund-Airport Authority	1,177,800.00	118,836.94	0.00	1,058,963.06	10.09

GROUP/FUND	WORKING CAPITAL		ACTUAL REVENUE	EXPENSES CURRENT YEAR	ENCUMBRANCES	OTHER	
	BEGIN YEAR	END YEAR				APPLICATIONS OR SOURCES	WORKING CAPITAL ENDING
General Fund-Airport Authority Reserves-Restricted	836,484.97 25,000.00		311,084.91 0.00	118,836.94 0.00	0.00 0.00	0.00 0.00	1,028,732.94 25,000.00
TOTAL: General Funds	861,484.97		311,084.91	118,836.94	0.00	0.00	1,053,732.94
Airport Donations	237.61		0.50	0.00	0.00	0.00	238.11
TOTAL: Special Revenue Funds	237.61		0.50	0.00	0.00	0.00	238.11
Cash/Investments Pool	0.00		460.71	0.00	0.00	0.00	460.71
TOTAL: Internal Service Funds	0.00		460.71	0.00	0.00	0.00	460.71
Grand Totals:	861,722.58		311,546.12	118,836.94	0.00	0.00	1,054,431.76

Vendor Name	Remit#	Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
3 BOARD OF PUBLIC WORKS			AP 000325	12/30/10	1,105.38	Y
Claim# General Description						
316 UTILITIES						
PO# Stat Contract# Invoice#		InvC Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
00		12/28/10	1,105.38		0.00	1,105.38
GL Distribution	Account Name		Gross Amount	Work Order#	ActCd	Description
104-03-540-723920GATE	Utilities-Fence Gate		34.88			
104-03-540-723920LAND	Utilities-Landing Li		223.55			
104-03-540-723920PLOT	Utilities-Parking Lo		65.40			
104-03-540-723920RUNW	Utilities-Runway Lig		500.35			
104-03-540-723920THAN	Utilities-T Hangars		281.20			

Vendor Name	Remit#	Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
17 CUNNINGHAM DALMAN P.C. ATTORNEYS A			AP 000326	12/30/10	736.35	
Claim# General Description						
317 24280 GENERAL MATTERS						
PO# Stat Contract# Invoice#		InvC Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
172129		11/21/10	736.35		0.00	736.35
GL Distribution	Account Name		Gross Amount	Work Order#	ActCd	Description
104-03-540-722804	Contractual-Legal		736.35			GENERAL MATTERS

Vendor Name	Remit#	Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
7 HOLLAND CITY TREASURER			AP 000327	12/30/10	46.79	
Claim# General Description						
314 FEDERAL ARMORED SVCS-DEC						
PO# Stat Contract# Invoice#		InvC Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
29134		12/17/10	19.80		0.00	19.80
GL Distribution	Account Name		Gross Amount	Work Order#	ActCd	Description
104-03-540-7228050004	Contr-Financial Svc		19.80			FEDERAL ARMORED SERVICES FOR DECEMBER

Vendor Name	Remit#	Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
315 NOV CHG BACK EXPENSES						
PO# Stat Contract# Invoice#		InvC Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
29092		11/30/10	26.99		0.00	26.99
GL Distribution	Account Name		Gross Amount	Work Order#	ActCd	Description
104-03-540-721905	Photocopies/In-House		2.60			PHOTOCOPIES
104-03-540-723850	Communications-Telep		21.89			COMMUNICATIONS- TELEPHONE
104-03-540-723955	Miscellaneous		2.50			MISCELLANEOUS

Paid Checks:
Check Count 6
Check Total 2,608.77
Backup Withholding Total 0.00

Paid by ACH:
ACH Count 0
ACH Total 0.00
Backup Withholding Total 0.00

Total Payments:
Payment Count 6
Payment Total 2,608.77
Backup Withholding Total 0.00

Void Checks:
Check Count 0
Check Total 0.00
Backup Withholding Total 0.00

MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
000350	3	BOARD OF PUBLIC WORKS	12/30/10	1,105.38	UTILITIES
000351	17	CUNNINGHAM DALMAN P.C. ATTORNEYS AT LAW	12/30/10	736.35	24280 GENERAL MATTERS
000352	7	HOLLAND CITY TREASURER	12/30/10	46.79	FEDERAL ARMORED SVCS-DEC
000353	44	HOLLAND MEDI CENTER	12/30/10	50.25	EXAM
000354	31	MICHIGAN ASSOCIATION OF AIRPORT EXECUTIV	12/30/10	70.00	2011 MEMBER DUES
000355	30	REHMANN ROBSON PC GRAND RAPIDS OFFICE	12/30/10	600.00	62986
Total				2,608.77	

Vendor Name	Remit#	Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
3 BOARD OF PUBLIC WORKS			AP 000319	12/16/10	137.06	
Claim# General Description						
309 UTILITIES						
PO# Stat Contract# Invoice#						
00						
GL Distribution	Account Name	InvC Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
104-03-540-723920LAND	Utilities-Landing Li	12/13/10	137.06		0.00	137.06
Remit# Payee						
7 HOLLAND CITY TREASURER			AP 000320	12/16/10	3,657.00	
Claim# General Description						
310						
PO# Stat Contract# Invoice#						
29002						
GL Distribution	Account Name	InvC Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
104-03-540-710701	Payroll-Regular	12/01/10	3,657.00		0.00	3,657.00
Remit# Payee						
32 MEAD & HUNT INC.			AP 000321	12/16/10	500.00	
Claim# General Description						
311 MAP PACKAGE/MEETING						
PO# Stat Contract# Invoice#						
219792						
GL Distribution	Account Name	InvC Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
104-03-540-7228070002	Contr-Plan Developme	12/01/10	500.00		0.00	500.00
Remit# Payee						
1 GREG ROBINSON PETTY CASH/W.MI AIRP			AP 000322	12/16/10	125.00	
Claim# General Description						
313 PETTY CASH						
PO# Stat Contract# Invoice#						
00						
GL Distribution	Account Name	InvC Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
104-03-540-723955	Miscellaneous	12/14/10	125.00		0.00	125.00
Remit# Payee						
13 TULIP CITY AIR SERVICE			AP 000323	12/16/10	1,803.80	
Claim# General Description						
312 09-048						
PO# Stat Contract# Invoice#						
172996						
GL Distribution	Account Name	InvC Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
104-03-540-722808MTCE	Contr Mtce-General R	11/30/10	1,803.80		0.00	1,803.80
104-03-540-7228090062	Contr-Airport Manage		1,551.45			
			252.35			

MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
000345	3	BOARD OF PUBLIC WORKS	12/16/10	137.06	UTILITIES
000346	7	HOLLAND CITY TREASURER	12/16/10	3,657.00	DECEMBER SERVICES-AIRPORT ADMIN PAYROLL
000347	32	MEAD & HUNT INC.	12/16/10	500.00	MAP PACKAGE/MEETING
000348	1	GREG ROBINSON PETTY CASH/W.M.I AIRPORT AU	12/16/10	125.00	PETTY CASH
000349	13	TULIP CITY AIR SERVICE	12/16/10	1,803.80	09-048
Total				6,222.86	

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
 3 BOARD OF PUBLIC WORKS AP 000315 12/02/10 870.90 Y

PO#	Stat	Contract#	Invoice#	Inv Date	Gross Amount	Discount Amt	Discount Used	Net Amount
			00	11/30/10	870.90		0.00	870.90
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-723920GATE					34.02			
104-03-540-723920LAND					181.57			
104-03-540-723920PLOT					62.73			
104-03-540-723920RUNW					417.00			
104-03-540-723920THAN					175.58			

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
 17 CUNNINGHAM DALMAN P.C. ATTORNEYS A AP 000316 12/02/10 998.00

PO#	Stat	Contract#	Invoice#	Inv Date	Gross Amount	Discount Amt	Discount Used	Net Amount
			171076AJM	10/31/10	998.00		0.00	998.00
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-722804					998.00			GENERAL MATTERS-OCTOBER SERVICES

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
 7 HOLLAND CITY TREASURER AP 000317 12/02/10 19.80

PO#	Stat	Contract#	Invoice#	Inv Date	Gross Amount	Discount Amt	Discount Used	Net Amount
			28956	11/18/10	19.80		0.00	19.80
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-7228050004					19.80			NOVEMBER FEDERAL ARMORED SERVICES



MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
000342	3	BOARD OF PUBLIC WORKS	12/02/10	870.90	UTILITIES
000343	17	CUNNINGHAM DALMAN P.C. ATTORNEYS AT LAW	12/02/10	998.00	24280 GENERAL MATTERS-OCTOBER
000344	7	HOLLAND CITY TREASURER	12/02/10	19.80	NOV FEDERAL ARMORED SVCS
				<u>1,888.70</u>	
Total					