

West Michigan Airport Authority

Meeting Agenda

Monday, July 11, 2011

11:30am – 1:00pm

Howard Miller Library & Community Center

14 S. Church Street (Zeeland)

1. Public Comments.
2. Consideration of the June 6, 2011 Meeting Minutes. (Action Required)
3. FBO Report.
4. Instrument Landing System – Approve Project Bid. (Action Required)
A report on this item will be presented at the meeting on Monday
5. Building & Development Committee – Recommendation on Public Viewing Areas. (Action Required)
6. Communications Committee Activities. (Karen Scholten)
7. Monthly Budget and Investment Report. (Accept as Information)
8. Other Business.
9. 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 Sinka Babinec (355-1310). We must have at least one (1) of the two representatives of each unit of government present at the meeting to attain a quorum. Thank you.

**West Michigan Airport Authority
Meeting Minutes
June 6, 2011**

The West Michigan Airport Authority Board met at the Park Township Offices.

Present: Authority Members Jim Wiersma, Chris Martin, Tim Klunder, Andrew Mitchell, Bruce Wickmann, Cal Matthyse, Jerry Felix and Kurt Dykstra.

Absent: Authority Members Les Hoogland and Mike Toscano, Youth Representatives Matt Ziegeler and Connor Bos.

Others Present: Ottawa County Representative Don Disselkoen, Allegan County Representative Terry Burns, HUB International Insurance Agents Bob Lavallee and Terri Majeski, City Civil Engineering Supervisor Brian White, Assistant City Manager Greg Robinson, Communications Assistant Karen Scholten and Executive Assistant Sinka Babinec.

Chairperson Klunder called the meeting to order at 11:35 AM.

11.06.01 Public Comments.

There were no public comments.

11.06.02 Consideration of May 9, 2011 Meeting Minutes.

It was moved by Mitchell and supported by Wickmann to approve the May 9, 2011 meeting minutes as submitted. This motion was unanimously adopted.

11.06.03 FBO Report.

FBO Ludema presented the monthly Fixed Base Operator (FBO) report describing fuel sales and various airport operations. There was a decrease in the number of operations and in fuel sales at Tulip City Airport, associated with the current state of the economy. Mr. Ludema also informed the Board that he has reviewed with the airport users and tenants the procedures used in regards to drug smuggling activities due to a recent break-in at one Michigan airport and drug activity at another and encouraged them to be vigilant for unusual activity at the Airport.

This report was accepted as information.

11.06.04 Presentation of Road Detours for S. Washington Avenue Summer Bridge Work. (City of Holland Engineer Brian White)

Assistant City Manager Robinson informed the Board that the Michigan Department of Transportation will be conducting substantial work this summer on the S. Washington Bridge over US-31. As a result, there will be detours in place that will impact access to the airport. Mr. Robinson introduced City Engineer Brian White to explain the project and detours. Mr. White explained that MDOT is removing the US-31 bridge over the north branch of the Macatawa River and the US-31 bridge carrying the northbound US-31 on-ramp over the river. One new bridge will be constructed crossing the river and the ramp lane will be reconfigured. Construction is expected to start on July 11, 2011 and is projected to end in November 2011 or the Spring 2012. The Blue Star Highway bridge, the northbound off-ramp and US-31 northbound on-ramp will be closed throughout construction. The detour route for US-31 traffic includes 64th Street, 56th Avenue / Lincoln Avenue, and US-31. The detour route for southbound Washington Avenue / US-31 traffic includes East 32nd Street, southbound US-31, 56th Avenue / Lincoln Avenue, and 64th Street. The estimated cost of this project is \$2-3 Million.

This report was accepted as information.

11.06.05 Presentation of Fiscal Year 2012 Insurance Program.

Bob Lavallee and Terri Majeski from HUB International provided a proposal for the Authority on airport insurance coverage for fiscal year 2012. The Operations Committee has reviewed this proposal with HUB and had the opportunity to ask questions and provide direction to HUB. The policies will run from July 1, 2011 to June 30, 2012. The Authority members discussed various aspects of the proposal and coverage. Assistant City Manager Robinson suggested to the Board to add the

Terrorism General Liability; to keep Flood and Earthquake coverage; and to not increase the Instrument Landing System (ILS) premium.

The motion carried as follow:

Ayes: Board members Chris Martin, Tim Klunder, Andrew Mitchell, Bruce Wickmann, Cal Matthyse and Kurt Dykstra.

Nays: Board member Jim Wiersma.

To approve the proposal for the FY 12 Insurance Program as proposed by HUB International; subject to the Operations Committee evaluating whether to decrease in property values; and that the General Liability for Terrorism be included in the coverage.

11.06 .06 Request Authorization to Solicit Bids for T Hangar Restroom Installation.

FBO Ludema informed the Board that tenants in the public T hangars have requested that a restroom be installed to serve the 24 hangar spaces. There is not a restroom presently in any of the hangar buildings. The proposed location of the restroom would be in the middle T hangar building. The estimated cost is between \$15,000 and \$17,000 due to the construction and the provision of utilities. Mr. Robinson reviewed a financial analysis of the project and highlighted that the T hangars generate over \$50,000 each year and the only regular expense is for electricity which is about \$2,000 each year.

It was moved by Dykstra and supported by Matthyse to authorize staff to solicit bids for T Hangar Restroom Installation. This motion was unanimously adopted.

11.06.07 Fiscal Year 2011 Year End Budget Amendments.

Mr. Robinson indicated that at the end of the fiscal year (June 30), it is necessary for the Board to approve budget amendments to account for line-item changes that occurred during the year. A list of amendments was presented to the Board as follows:

		<u>Original Budget</u>	<u>Budget Amendment</u>
Revenues			
104-03-000-4906851	Recoveries - Insurance	\$ 0	\$65,944.58
Expenses			
104-03-540-721740CAP	Controlled Items – Capital Type	\$0	\$1,239.00
104-03-540-721933INS	Equipment Maintenance/Repairs-Insurance Claims	\$0	\$95,525.18
104-03-540-7228070006	Contract-Terminal Study	\$0	\$1,800.00
104-03-540-722808SNOW	Contract Maintenance - Snowplowing	\$60,000	\$61,819.14
104-03-540-Utilities	T-Hangars	\$1,700	\$2,414.00

It was moved by Felix and supported by Dykstra to approve the fiscal year 2011 year-end budget amendments. The motion was unanimously adopted.

11.06.08 Communications Committee Update.

Communications Assistant Karen Scholten advised the Board that she is working on updating the WMAA website. The 2011 Tulip City Muziekparade airplane float was included on the website. Thank you certificates signed by Tim Klunder were handed out to each parade participant.

Board members Chris Martin and Mayor Kurt Dykstra will be meeting with Grooters Productions to discuss the content and design of the video.

The Wings of Mercy CareAffaire event to be held at Tulip City Airport on September 17 is moving forward. Ms. Scholten is in contact with Dave Siegers, Chair of the event, and Wings of Mercy staff. The WMAA has been asked to be involved in publicity and signage.

A speaking engagement with the Holland Rotary Club is confirmed for August 11. Assistant City Manager Greg Robinson will make the presentation.

This report was accepted as information.

11.06.09 Monthly Budget and Investment Report.

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

11.06.10 Review of Fiscal Year Plan Progress

Mr. Robinson provided an update on various items:

- Refurbish the Instrument Landing System (ILS): Bid specifications for the project have gone out and bid results will be presented at the July's Board meeting.
- Construction Plan for a New Terminal: The Sub-committee has been meeting each month to review terminal designs, functions of the new building and a funding campaign for this project. An update will be presented at a future meeting.
- The Airport Layout Plan (ALP) is underway and the new terminal will be depicted at the east end of the current entrance road.
- South Hangar Area: This project will be completed during the summer of 2011.

This report was accepted as information.

11.06.09 Adjournment.

There being no further business, the meeting was adjourned at 12:55 p.m.

Respectively Submitted,

Jim Wiersma
Secretary

WMAA MONTHLY FBO REPORT

Total Fuel Gallons Delivered	Current Month Jun-11	One Year ago Jun-10	Fiscal Year To Date 10/01/10-09/30/11	F/Y to Date Compared to F/Y 2010
	61,447	67,077	612,482	67,848

Transplant Flights 0

Wings Of Mercy Flights N/A

Freight Flights From/To Holland 2
Caravan, Convair

NOTAMS for June 1
ILS Out fo Service

Pavement Condition

Runway/taxiway pavement good

Ramp/taxiway "B" POOR

All taxiways need to be re-striped

Taxiway "B" washout temporarily filled in

Note: Taxiway "B" scheduled for reconstruction summer 2011

Lighting condition

Good

ILS Outages

6/15/2011 still out on June 30 Expected to
be out of service until at least August 1,2011

DATE: July 11, 2011

SUBJECT: **WMAA Communications Committee Update**



Tier 1 (most important)

Update website on a continual basis

Karen is working on airport user profiles, photos, informational video, updates. The 2011 Tulip Time Muziekparade video has been added to the website.

Develop innovative video/video clips

A video committee has been established. Chris Martin and Mayor Kurt Dykstra met with Grooters Productions on June 27 to discuss the content and flavor of the video.

Enter float in Tulip Time Parade

Action completed. Karen developed a video which is included on the website. Thank you certificates signed by Tim Klunder have been delivered to all parade participants.

Tier 2 (important)

Press releases

Press release scheduled for July 2011.

Contact with Jet

Bruce Los, Gentex, gave update on March 31 at Communications Committee meeting. Consensus is for the organization to re-organize and move forward.

Hold one event: partner with Wings of Mercy CareAffaire at Tulip City Airport

The CareAffaire breakfast/fly-in will be held on Saturday, September 17. Karen will attend the next meeting scheduled for July 13 with Dave Siegers, chair of the event, and Wings of Mercy staff. WMAA has been asked to participate in publicity and signage.

Speaking engagements (schedule one within three months)

The first speaking engagement to the Holland Rotary Club is confirmed for August 11. Greg Robinson will make the presentation.

Tier 3 -(less important)

Newsletter

First newsletter scheduled via email and on website July 2011.

Please contact Karen if you have any questions or comments.

Contact info for Karen Scholten

k.scholten@cityofholland.com

Home phone 616.399.8509 or

Office phone 616.355.1305

Fund	Fn	Dept	Account	Description	2011 Budget Annual	2011 Actuals Annual	2011 Unrecognized Variance	2011 Percent Budget
04	03	000	450582C	City of Holland Contribution	102,800.00	106,142.21	<3,342.21>	103.25
04	03	000	450582P	Park Township Contribution	87,000.00	89,472.18	<2,472.18>	102.84
04	03	000	450582Z	City of Zeeland Contribution	44,000.00	44,878.98	<878.98>	102.00
04	03	000	4606219	Emergency Services Fee	0.00	171.57	<171.57>	0.00
04	03	000	4606541	FBO Franchise Fees	20,000.00	19,999.92	0.08	100.00
04	03	000	4606545	Fuel Flowage Fee	60,000.00	61,238.93	<1,238.93>	102.06
04	03	000	4606546	Landing Fees	15,000.00	19,394.18	<4,394.18>	129.29
04	03	000	480665	Investment Income	7,500.00	3,192.85	4,307.15	42.57
04	03	000	4906851	Recoveries-Insurance	0.00	65,944.58	<65,944.58>	0.00
04	03	000	5405360023	Fed Grant FAA Entitl-Capital	150,000.00	0.00	150,000.00	0.00
04	03	000	5405360024	Federal Grant-FAA Capital	116,000.00	0.00	116,000.00	0.00
04	03	000	5505700024	State Grant-MDOT Capital	196,375.00	0.00	196,375.00	0.00
04	03	000	560582A	Contrib-Holland City-Startup	0.00	3,573.28	<3,573.28>	0.00
04	03	000	5606692	Rental-Hangar Land Lease	76,000.00	76,464.25	<464.25>	100.61
04	03	000	5606698	Rental-Agricultural Land Lease	7,400.00	7,995.00	<595.00>	108.04
04	03	000	560669T	Rental - T-Hangars	40,000.00	46,740.00	<6,740.00>	116.85
04	000			-General Government	922,075.00	545,207.93	376,867.07	59.13
04				-General Fund-Airport Authority	922,075.00	545,207.93	376,867.07	59.13

Fund	Fn	Dept	Account	Description	2011 Budget Annual	2011 Actuals Annual	2011 Unrecognized Variance	2011 Percent Budget
80	03	540	480665	Investment Income	0.00	0.81	<0.81>	0.00
80		540		-Airport Operations	0.00	0.81	<0.81>	0.00
80				-Airport Donations	0.00	0.81	<0.81>	0.00

Fund	Fn	Dept	Account	Description	2011 Budget Annual	2011 Actuals Annual	2011 Unrecognized Variance	2011 Percent Budget
675	00	000	480665	Investment Income	0.00	328.79	<328.79>	0.00
675	000			-General Government	0.00	328.79	<328.79>	0.00
675				-Cash/Investments Pool	0.00	328.79	<328.79>	0.00

und Fn Dept	Account	Description	2011 Budget Annual	2011 Actuals Annual	2011 Unrecognized Variance	2011 Percent Budget
Grand Totals			922,075.00	545,537.53	376,537.47	59.16

Fund	Project	2011 Budget Annual	2011 Actuals Annual	2011 Encumb Annual	2011 Unexp Balance	2011 Percent Expended
und Fn Dept	Account Description					
04 03 540	710701 Payroll-Regular	40,000.00	43,880.00	0.00	<3,880.00>	109.70
04 03 540	710707 Payroll-Temporary Help	10,000.00	4,121.45	0.00	5,878.55	41.21
04 03 540	711718 Retirement Contrib-MERS	0.00	6.35	0.00	<6.35>	0.00
04 540	+Personal Services	50,000.00	48,007.80	0.00	1,992.20	96.02
04 03 540	721730 Postage	300.00	38.47	0.00	261.53	12.82
04 03 540	721740CAP Controlled Items-Capital Type	0.00	1,239.00	0.00	<1,239.00>	0.00
04 03 540	721905 Photocopies/In-House Printing	100.00	60.47	0.00	39.53	60.47
04 03 540	721931 Building & Grnds Maintenance	15,000.00	705.23	0.00	14,294.77	4.70
04 03 540	721933 Equipment Maintenance	30,000.00	18,905.23	0.00	11,094.77	63.02
04 03 540	721933INS Equip Mtce/Repairs-Insurance Claims	0.00	95,525.18	0.00	<95,525.18>	0.00
04 03 540	7228019000 Printing	0.00	210.36	0.00	<210.36>	0.00
04 03 540	7228019010 Advertising/Promotional	40,000.00	14,434.05	0.00	25,565.95	36.09
04 03 540	722804 Contractual-Legal	7,500.00	8,308.66	0.00	<808.66>	110.78
04 03 540	7228050001 Contract-Indpt Audit	7,000.00	5,700.00	0.00	1,300.00	81.43
04 03 540	7228050004 Contr-Financial Svc Fee	0.00	237.60	0.00	<237.60>	0.00
04 03 540	7228070002 Contr-Plan Development	1,000.00	500.00	0.00	500.00	50.00
04 03 540	7228070005 Contractual-Engineering	1,500.00	0.00	0.00	1,500.00	0.00
04 03 540	7228070006 Contr-Terminal Study	0.00	1,800.00	0.00	<1,800.00>	0.00
04 03 540	722808MOW Contr Mtce-Mowing	13,000.00	13,611.25	0.00	<611.25>	104.70
04 03 540	722808MTCE Contr Mtce-General Repairs	12,000.00	12,178.60	0.00	<178.60>	101.49
04 03 540	722808SNOW Contr Mtce-Snowplowing	60,000.00	61,819.14	0.00	<1,819.14>	103.03
04 03 540	7228090061 Contract-Management Services	45,000.00	28,430.00	0.00	16,570.00	63.18
04 03 540	7228090062 Contr-Airport Manager-Tulip City Ai	5,000.00	5,650.61	0.00	<650.61>	113.01
04 03 540	723850 Communications-Telephone	300.00	243.79	0.00	56.21	81.26
04 03 540	723860 Travel, Conf, Seminars	1,000.00	250.00	0.00	750.00	25.00
04 03 540	723910 Commercial Insurance Premiums	19,000.00	18,489.00	0.00	511.00	97.31
04 03 540	723920GATE Utilities-Fence Gates	1,100.00	410.66	0.00	689.34	37.33
04 03 540	723920LAND Utilities-Landing Lights & Systems	3,900.00	3,759.42	0.00	140.58	96.40
04 03 540	723920PLOT Utilities-Parking Lot Lighting	800.00	756.09	0.00	43.91	94.51
04 03 540	723920RUNW Utilities-Runway Lights	4,600.00	4,984.04	0.00	<384.04>	108.35
04 03 540	723920THAN Utilities-T Hangars	1,700.00	2,723.20	0.00	<1,023.20>	160.19
04 03 540	723955 Miscellaneous	3,000.00	3,436.67	0.00	<436.67>	114.56
04 03 540	7239640002 Refunds-Property Tax Prior Yrs	0.00	30.55	0.00	<30.55>	0.00
04 540	+Other Current Expenditures	272,800.00	304,437.27	0.00	<31,637.27>	111.60
04 03 540	730974 Land Improvements	375,000.00	11,613.31	0.00	363,386.69	3.10
04 03 540	730975 Buildings & Structures	470,000.00	0.00	0.00	470,000.00	0.00
04 540	+Capital Outlay	845,000.00	11,613.31	0.00	833,386.69	1.37
04 03 540	770956 Contingency	10,000.00	0.00	0.00	10,000.00	0.00
04 540	+Contingencies	10,000.00	0.00	0.00	10,000.00	0.00
04 540	+Airport Operations	1,177,800.00	364,058.38	0.00	813,741.62	30.91

Fund	Project	2011 Budget Annual	2011 Actuals Annual	2011 Encumb Annual	2011 Unexp Balance	2011 Percent Expended
Fund Fn Dept	Account Description					
04	+Airport Operations	1,177,800.00	364,058.38	0.00	813,741.62	30.91
04	+General Fund-Airport Authority	1,177,800.00	364,058.38	0.00	813,741.62	30.91

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

Fund		Project	2011 Budget Annual	2011 Actuals Annual	2011 Encumb Annual	2011 Unexp Balance	2011 Percent Expended
Fund Fn Dept	Account	Description					
Grand Totals			1,177,800.00	364,058.38	0.00	813,741.62	30.91

GROUP/FUND	WORKING CAPITAL BEGIN YEAR	ACTUAL REVENUE	EXPENSES CURRENT YEAR	ENCUMBRANCES	OTHER APPLICATIONS OR SOURCES	WORKING CAPITAL ENDING
General Fund-Airport Authority	891,489.52	0.00	0.00	0.00	0.00	891,489.52
Reserves-Restricted	151,145.00	0.00	0.00	0.00	0.00	151,145.00
TOTAL: General Funds	1,042,634.52	0.00	0.00	0.00	0.00	1,042,634.52
Airport Donations	238.42	0.00	0.00	0.00	0.00	238.42
TOTAL: Special Revenue Funds	238.42	0.00	0.00	0.00	0.00	238.42
Cash/Investments Pool	0.00	0.00	0.00	0.00	0.00	328.79
TOTAL: Internal Service Funds	328.79	0.00	0.00	0.00	0.00	328.79
Grand Totals:	1,043,201.73	0.00	0.00	0.00	0.00	1,043,201.73

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			30156	06/20/11	19.80		0.00	19.80
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-7228050004					19.80			FEDERAL ARMOR BILL

Vend#	Vendor Name	Remit#	Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
14	HUB INTERNATIONAL MIDWEST BANK OF			AP 000401	06/29/11	19,669.00	

Claim# General Description
 402 POLICY#35794486-RENEWAL COMMERCIAL PROPERTY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			372639	06/21/11	8,370.00		0.00	8,370.00
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-723910					8,370.00			COMMERCIAL PROPERTY RENEWAL POLICY

Claim# General Description
 403 POLICY#02021804_RENEWAL DARWIN SELECT

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			372640	06/21/11	6,398.00		0.00	6,398.00
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-723910					6,398.00			RENEWAL DARWIN SELECT INS. COMPANY

Claim# General Description
 404 POLICY#AAPN0099152105-ACE PROPERTY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			372641	06/21/11	4,901.00		0.00	4,901.00
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-723910					4,901.00			RENEWAL-ACE PROPERTY AND CASUALTY INS CO

Vend#	Vendor Name	Remit#	Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
32	MEAD & HUNT INC.			AP 000402	06/29/11	2,457.63	

Claim# General Description
 405 DESIGN ILS REHAB_MAY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			222339	06/08/11	2,457.63		0.00	2,457.63
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-730974					2,457.63			DESIGN ILS REHAB

Vend#	Vendor Name	Remit#	Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
1	GREG ROBINSON PETTY CASH/W.MI AIRP			AP 000403	06/29/11	15.25	Y

Claim# General Description
 396 REIMBURSEMENT

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			PETTY CASH	06/28/11	15.25		0.00	15.25
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-721730					15.25			PETTY CASH REIMBURSEMENT

Greg

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
 3 BOARD OF PUBLIC WORKS AP 000397 06/29/11 774.87

Claim# General Description
 398 UTILITIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			00	06/28/11	774.87		0.00	774.87
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-723920LAND					183.48			UTILITIES
104-03-540-723920THAN					145.28			
104-03-540-723920PLOT					69.01			
104-03-540-723920RUNW					340.63			
104-03-540-723920GATE					36.47			

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
 17 CUNNINGHAM DALMAN P.C. ATTORNEYS A AP 000398 06/29/11 303.49

Claim# General Description
 397 PROFESSIONAL SVCS_MAY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			177770	05/31/11	303.49		0.00	303.49
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-722804					303.49			PROFESSIONAL SVCS_MAY

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
 16 HARRIS AIRPORT SYSTEMS AP 000399 06/29/11 3,750.00

Claim# General Description
 399 MTCE FEES FOR APRIL-JUNE

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1273	06/07/11	3,750.00		0.00	3,750.00
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-721933					3,750.00			MTCE FEES FOR APRIL-JUNE

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
 7 HOLLAND CITY TREASURER AP 000400 06/29/11 216.91

Claim# General Description
 400 MAY CHARGE BACK-FOR PAID BY CITY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			30135	05/31/11	197.11		0.00	197.11
GL Distribution					Gross Amount	Work Order#	ActCd	Description
104-03-540-721730					0.48			CHARGE BACK
104-03-540-721905					2.19			
104-03-540-7228019010					159.85			
104-03-540-723850					23.34			
104-03-540-723955					11.25			

Claim# General Description
 401 SHARED COST-FEDERAL ARMOR BILL
 AIR.AP Accounts Payable Release 8.3.1 N*APR040

By Lucy Alfaro (alfaro)

Paid Checks:
 Check Count 7
 Check Total 27,187.15
 Backup Withholding Total 0.00

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

Total Payments:
 Payment Count 7
 Payment Total 27,187.15
 Backup Withholding Total 0.00

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

Greg

MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
000407	3	BOARD OF PUBLIC WORKS	06/29/11	774.87	UTILITIES
000408	17	CUNNINGHAM DALMAN P.C. ATTORNEYS AT LAW	06/29/11	303.49	PROFESSIONAL SVCS_MAY
000409	16	HARRIS AIRPORT SYSTEMS	06/29/11	3,750.00	MTCE FEES FOR APRIL-JUNE
000410	7	HOLLAND CITY TREASURER	06/29/11	216.91	MAY CHARGE BACK-FOR PAID BY CITY
000411	14	HUB INTERNATIONAL MIDWEST BANK OF AMERIC	06/29/11	19,669.00	POLICY#35794486-RENEWAL COMMERCIAL PROPE
000412	32	MEAD & HUNT INC.	06/29/11	2,457.63	DESIGN ILS REHAB_MAY
000413	1	GREG ROBINSON PETTY CASH/W.MI AIRPORT AU	06/29/11	15.25	REIMBURSEMENT
Total				27,187.15	

Greg

Interim Disbursement Register. Check Date 06/23/11, Due Date 06/23/11, Discount Date 06/30/11, Bank Code AP.

Vend# Vendor Name	Remit# Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
43 CATERING CONCEPTS		AP 000394	06/23/11	115.35	

Claim# General Description
394 MEETING-MEALS

PO# Stat Contract# Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
6061103	06/06/11	115.35		0.00	115.35
GL Distribution	Account Name	Gross Amount	Work Order#	ActCd	Description
104-03-540-723955	Miscellaneous	115.35			MEETING MEALS

Vend# Vendor Name	Remit# Payee	Bank Cntrl#	Chk Date	Check Amount	Sep
7 HOLLAND CITY TREASURER		AP 000395	06/23/11	3,657.00	

Claim# General Description
395 ADMIN SVCS

PO# Stat Contract# Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
29998	06/01/11	3,657.00		0.00	3,657.00
GL Distribution	Account Name	Gross Amount	Work Order#	ActCd	Description
104-03-540-710701	Payroll-Regular	3,657.00			ADMIN SVCS

Paid Checks:
 Check Count 2
 Check Total 3,772.35
 Backup Withholding Total 0.00

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

Total Payments:
 Payment Count 2
 Payment Total 3,772.35
 Backup Withholding Total 0.00

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

Greg

MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
000405	43	CATERING CONCEPTS	06/23/11	115.35	MEETING-MEALS
000406	7	HOLLAND CITY TREASURER	06/23/11	3,657.00	ADMIN SVCS
		Total		<u>3,772.35</u>	

Greg

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
3 BOARD OF PUBLIC WORKS AP 000390 06/16/11 133.62

Claim# General Description
391 UTILITIES

PO# Stat Contract# Invoice# Invc Dt Gross Amount Discount Amt Discount Used Net Amount
00 05/31/11 133.62 0.00 133.62
GL Distribution Account Name Gross Amount Work Order# ActCd Description
104-03-540-723920LAND Utilities-Landing Li 133.62 UTILITIES

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
7 HOLLAND CITY TREASURER AP 000391 06/16/11 888.95

Claim# General Description
392 ADMIN PAYROLL SERVICES

PO# Stat Contract# Invoice# Invc Dt Gross Amount Discount Amt Discount Used Net Amount
29997 05/31/11 888.95 0.00 888.95
GL Distribution Account Name Gross Amount Work Order# ActCd Description
104-03-540-710707 Payroll-Temporary He 888.95 ADMIN FEE

Vend# Vendor Name Remit# Payee Bank Cntrl# Chk Date Check Amount Sep
13 TULIP CITY AIR SERVICE AP 000392 06/16/11 2,540.39

Claim# General Description
393 GROUND MTCE

PO# Stat Contract# Invoice# Invc Dt Gross Amount Discount Amt Discount Used Net Amount
174919 06/01/11 2,540.39 0.00 2,540.39
GL Distribution Account Name Gross Amount Work Order# ActCd Description
104-03-540-722808MOW Contr Mtce-Mowing 1,600.50 MTCE
104-03-540-722808MTCE Contr Mtce-General R 613.51
104-03-540-7228090062 Contr-Airport Manage 326.38

Paid Checks:
Check Count 3
Check Total 3,562.96
Backup Withholding Total 0.00

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

Total Payments:
Payment Count 3
Payment Total 3,562.96
Backup Withholding Total 0.00

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

Final Disbursement List. Check Date 06/16/11, Due Date 06/16/11, Discount Date 06/23/11. Computer Checks.

Bank AP FIFTH THIRD BANK - ACCOUNTS PAYABLE ACCT

MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
000402	3	BOARD OF PUBLIC WORKS	06/16/11	133.62	UTILITIES
000403	7	HOLLAND CITY TREASURER	06/16/11	888.95	ADMIN PAYROLL SERVICES
000404	13	TULIP CITY AIR SERVICE	06/16/11	2,540.39	GROUND MTCE
		Total		3,562.96	

WEST MICHIGAN AIRPORT AUTHORITY - CASH AND INVESTMENT PORTFOLIO STATUS REPORT

At Close of Business Day: May 31, 2011

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	247,368							247,368	23.85%
- MBIA Michigan Class Pool Account							- 0 -	- 0 -	0.00%
- Certificates of Deposit	- 0 -	276,521	- 0 -	200,720	210,563	100,000	- 0 -	787,804	75.96%
- Accrued Interest Receivable	- 0 -	21	- 0 -	1,705	36	228	- 0 -	1,989	0.19%
Total Short-term	247,368	276,542	- 0 -	202,425	210,598	100,228	- 0 -	1,037,161	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	247,368	276,542	- 0 -	202,425	210,598	100,228	- 0 -	1,037,161	100.00%

Percent of Short-Term Total	=	23.85%	26.66%	0.00%	19.52%	20.31%	9.66%	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	=	23.85%	26.66%	0.00%	19.52%	20.31%	9.66%	0.00%	100.00%

Additional Information:

> Most recent update of Interest Rate for Deposit Acct at Fifth Third Bank: 0.09995%

> Most recent update of Interest Rate for MBIA Michigan Class Acct: 0.103%

Terms/Rates of Short-term Certificates of Deposits:

> \$276,520.79 at Bank of Holland (easy access CD) maturing 05/23/2012, 1 yr @ 0.35%

> \$210,562.68 at Huntington maturing 06/02/2011, 49 days @ 0.13%

> \$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%

> \$100,000 at Macatawa maturing 10/20/2011, 272 days @ 0.63%

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 2010-2011				
	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	754	818,072	456		0	456
August	579,730	755		0	1,509	829,496	450		0	906
September	690,483	742		0	2,251	927,860	384		0	1,290
October	710,493	483		0	2,734	937,675	367		0	1,657
November	708,956	356		0	3,090	646,622	210		0	1,867
December	735,044	383		0	3,473	966,015	259		0	2,126
January	755,803	471		0	3,944	1,011,004	268		0	2,394
February	766,162	455		0	4,399	1,025,368	282		0	2,676
March	789,149	529		0	4,928	1,073,031	195		0	2,871
April	796,305	508		0	5,436	1,038,237	200		0	3,071
May	799,151	455		0	5,891	1,011,662	125		0	3,196
11 Months Total	717,180	5,891	0	0	5,891	935,004	3,196	0	0	3,196
June	809,430	413		0	6,304					
12 Months Total	724,867	6,304	0	0	6,304					

Annualized Rate of Return - Current Fiscal Year

July 1, 2010 - May 31, 2011

On Interest Income Only	0.372%
On Total Investment Income (Interest, plus Capital Gains and minus Capital Losses)	0.372%

Annualized Rate of Return - Prior Fiscal Year

July 1, 2009 - May 31, 2010

On Interest Income Only	0.895%
On Total Investment Income (Interest, plus Capital Gains and minus Capital Losses)	0.895%

July 1, 2009 - June 30, 2010

On Interest Income Only	0.870%
On Total Investment Income (Interest, plus Capital Gains and minus Capital Losses)	0.870%

Private jets starting to take off again

Updated 22h 29m ago |

By Charisse Jones, USA TODAY

Private jets, largely grounded by the recession, are taking off once again — a sign that businesses may be feeling more confident despite the still shaky economy.

JSSI, a company that arranges maintenance for hundreds of corporate aircraft, saw an 11.4% increase in flight hours in the first three months of this year vs. that period last year. In April there was a 7% jump in flying time among its roughly 1,300 customers, compared with April 2010.

The findings mirror those of other analysts who say that after a steep decline during the economic downturn, and after a public backlash against corporate excess, private jet travel is making a comeback. Still, it's way off from its peak.

"We are not back to late '07, early '08 levels, but we're really off the bottom of where we were," says Lou Seno, president and CEO of JSSI. "In the fall of 2008, following the decline of the financial markets ... flying literally fell off the charts, and because of the economy and everything else, it has been slow to recover. But the recovery we're seeing has been encouraging."

Industry analyst Brian Foley noted that private flying has been increasing since March 2009, when the departures and landings of business jets had plummeted 35% from their peak in April 2008. It's now

down about 10% from that high point, he says.

Certain players in the private plane arena, such as charter operators and fuel providers, are doing better than others, Foley says.

"Those folk are all seeing some early recovery in the industry," he says. "However, aircraft manufacturers, those who make business jets, they're still far from recovery."

During the first quarter of the year, shipments of general aviation aircraft dropped 4.6% compared with 2010, according to the General Aviation Manufacturers Association, and billings plunged 19.6%. Piston-engine planes, the smallest and least expensive of aircraft, represented the bright spot, with shipments rising 13.3%. Turboprops, however, dipped 6.7%, and business jets plummeted 22%.

Many corporate jets were parked during the economic downturn — not just because of corporate financial concerns, but to quell the public outcry sparked when heads of the

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nation's Big Three automakers arrived in Washington by private plane in 2008 to seek government help for the industry.

The memory of that controversial trip has faded, observers say. And businesses are recognizing that private jets are sometimes necessary to drive profits, enabling employees to make multiple meetings in a day or travel in and out of markets with few commercial flights.

"It appears that people are getting back to doing business and out using their airplanes for the purpose which (they're) ... meant to be used," Seno says. "For guys who have to go out and make it happen, the only way to do it is in a corporate airplane, where you can get in and make five stops in one day."

But like the stuttering economy, private flying has yet to hit full throttle.

"I think business aviation is looking like the broader economy," says Dan Hubbard, spokesman for the National Business Aviation Association. "You're seeing some indications that (give) you reason for cautious optimism, but (there's) a lot of mixed signals."

Many fliers are continuing to try to be as efficient as possible, experts say.

"They're still doing things intelligently," Seno says. "They put six people on an airplane and see 12 customers in two days. We hear those stories all the time."

"I think people were trained to economize in the recent economy, and habits are hard to break," Foley says. "I think it will be awhile before we get back to full use of business jets, but we're definitely moving in the right

direction."

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The advertisement features the USA TODAY logo at the top left, followed by the word "AutoPilot" in a large, bold, sans-serif font. To the right of "AutoPilot" is a simple line-art icon of an airplane in flight. Below the title, there is a photograph of an iPhone displaying the app's interface, which includes a search bar and several travel-related items with arrows indicating they can be expanded. To the right of the phone, the text reads "The new travel app for iPhone® and iPod touch®". Below this, it says "Presented by:" followed by the Hampton logo, which consists of the word "Hampton" inside a stylized house-shaped frame. At the bottom right of the advertisement, there is a dark rectangular box with the text "SEE HOW IT WORKS" in white, bold, uppercase letters, followed by a right-pointing arrow.

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