



# West Michigan Regional Airport Authority

## Meeting Agenda

Monday, November 14, 2011

11:30am – 1:00pm

Park Township Offices, 52 - 152<sup>nd</sup> Avenue

1. Public Comments.
2. Consideration of the October 10, 2011 Meeting Minutes. (Action Required)
3. FBO Report.
4. Site Plan Review – Formed Ventures, 1900 Lamar Court. (Action Required)
5. Instrument Landing System – MDOT Grant for Refurbishment. (Action Required)
6. Instrument Landing System – Mead & Hunt Agreement for Construction Administration. (Action Required)
7. Communications Committee Activities.
8. Building & Development Committee:
  - A. ILS rehabilitation.
  - B. T hangar restroom.
  - C. South pavement resurfacing.
  - D. Tree clearing.
  - E. New terminal.
9. Monthly Budget and Investment Report. (Accept as Information)
10. Other Business.
11. 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 (355-1310) or Sinka Babinec (355-1317). 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**  
**October 10, 2011**

The West Michigan Airport Authority Board met at Howard Miller Community Center in Zeeland, Michigan.

**Present:** Authority Members Hoogland, Klunder, Mitchell, Matthyse, Wickmann, Toscano, Wiersma, Dykstra, Martin, Burns, Disselkoen, Youth Representatives Zeigeler and Bos  
**Absent:** None  
**Others Present:** FBO Ludema, Holland Interim City Manager Robinson, Assistant to the Holland Interim City Manager Dye, Communications Assistant Scholten and Executive Assistant Babinec

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

**11.10.01 Public Comments.**

There were no public comments.

**11.10.02 Consideration of the September 12 Meeting Minutes.**

It was moved by Wickmann and supported by Matthyse to approve the September 12, 2011 meeting minutes as submitted. This motion was unanimously adopted.

**11.10.03 FBO Report.**

FBO Ron Ludema presented his report which indicated that fuel sales had been increasing somewhat over recent weeks. Air traffic has also remained relatively stable since September. Mr. Ludema briefed the Board on the October 6, 2011 aircraft accident at Tulip City Airport. The cause of the accident will be released by the National Transportation Safety Board (NTSB) after the investigation has been conducted. All air traffic was diverted to Grand Rapids and Muskegon for the remainder of the night of the accident. Board members commended the emergency staff, FBO Ludema and his staff for a job well done during the accident.

Mr. Ludema attended the Michigan Association of Airport Executives Conference in September 2011 which was packed with informative sessions. A summary of the conference is attached to these minutes.

This report was accepted as information.

**11.10.04 Site Plan Review – STM Manufacturing, 494 East 64<sup>th</sup> Street**

Mr. Joel Dye, Assistant to Holland Interim City Manager, presented the site plan submitted by STM / Menlea Holdings, LLC for a 6,000 square foot building addition to the existing facility at 494 East 64<sup>th</sup> Street. The West Michigan Airport Authority must review and recommend approval prior to the Holland City Planning Commission being able to approve the site plan. Mead & Hunt reviewed the plan and found no conflict with air space requirements.

It was moved by Toscano and supported by Wickmann to recommend to the City of Holland Planning Commission that the site plan for STM/Menlea Holdings, LLC be approved for 494 East 64<sup>th</sup> Street from an airport perspective, subject to the following conditions:

- That the application receives FAA approval and complies with all FAA requirements.
- That the elevation of the addition, including all rooftop appurtenances, not exceed a height of 20 feet.
- That any improvements to storm water detention pond be designed to be mowable throughout.

- That any emission from the building not be visible so as to create hazardous conditions to air traffic.
- That any external material of the building, including rooftop appurtenances, be non-reflective to reduce glare that could obstruct a pilot's vision.
- That any external lighting be directed downwards so as not to create any visual hazards for pilots.
- That any crane utilized during construction be flagged during the day and lowered at night.
- That, if requires by MDOT Bureau of Aeronautics, A Michigan Tall Structures Act permit be obtained by the applicant.

This motion was unanimously adopted.

**11.10.05 Site Plan Review – Metal Standard Corporation, 286 Hedcor Street.**

Mr. Joel Dye, Assistant to Holland Interim City Manager, presented the site plan submitted by Metal Standard Corporation for a 1,380 square foot building addition to the existing facility at 286 Hedcor Street. The West Michigan Airport Authority must review and recommend approval prior to the Holland City Planning Commission being able to approve the site plan. Mead & Hunt reviewed the plan and found no conflict with air space requirements.

It was moved by Martin and supported by Mitchell to recommend to the City of Holland Planning Commission that the site plan for Metal Standard Corporation be approved for 286 Hedcor Street from an airport perspective, subject to the following conditions:

- That the application receives FAA approval and complies with all FAA requirements.
- That the elevation of the addition, including all rooftop appurtenances, not exceed a height of 20 feet.
- That any improvements to storm water detention pond be designed to be mowable throughout.
- That any emission from the building not be visible so as to create hazardous conditions to air traffic.
- That any external material of the building, including rooftop appurtenances, be non-reflective to reduce glare that could obstruct a pilot's vision.
- That any external lighting be directed downwards so as not to create any visual hazards for pilots.
- That any crane utilized during construction be flagged during the day and lowered at night.
- That, if requires by MDOT Bureau of Aeronautics, A Michigan Tall Structures Act permit be obtained by the applicant.

This motion was unanimously adopted.

**11.10.06 New Terminal Design Proposal from GMB Architecture + Engineering.**

Mr. Robinson advised that the Building and Development Committee (BDC) is recommending that GMB Architecture + Engineering be retained to prepare renderings for a new terminal building. The BDC is not yet comfortable with an exterior design for this building and it is hoped that the Committee can benefit from GMB's extensive design experience in the West Michigan area. The cost for GMB's work is not to exceed \$5,000. The WMAA Board agreed that having the renderings will provide the Board, the community and its users with the vision for the new terminal as it is discussed in the months ahead.

It was moved by Toscano and supported by Mitchell to accept the proposal submitted by GMB Architecture + Engineering to prepare renderings for a new terminal building at a not-to-exceed fee of \$5,000 with an estimated delivery schedule of 6-8 weeks. This motion was unanimously adopted.

### **11.10.07 Communications Committee Activities**

Mayor Dykstra advised that the Marketing Committee is recommending that Tulip City Airport be renamed the West Michigan Regional Airport. The Committee feels that Tulip City Airport does not accurately reflect the regional governance of the airport nor its regional / global reach. Changing the airport's name reinforces the fact that this community asset serves all of West Michigan and helps connect our local economy to the global economy. The Marketing Committee also presented the Board with a new logo.

Holland Interim City Manager Robinson confirmed that the WMAA has the authority to change the name of the Airport.

It was moved by Hoogland and supported by Martin to change the name of the Tulip City Airport to West Michigan Regional Airport. This motion was unanimously adopted.

Communications Assistant Scholten presented an update of the WMAA Communications Committee to the Board as follows:

- A new "Testimonial" page has been added to the website featuring user profiles. She is also looking into the possibility of adding a movie running 24/7 on the home page to capture news, events, updates, photos, etc;
- Grooters Productions is moving ahead with the video. The committee is suggesting names that will be used for interviews.
- A successful CareAffaire breakfast/fly-in was held on Saturday, September 17, from 8:00 a.m. – 12:00 p.m. A de-briefing meeting brought positive feedback, and suggestions were brought up for next year's event already set for August 25, 2012. WMAA and Tulip City Air Service helped as "sponsors in-part." Karen developed a video to include on the website.
- E-newsletter is scheduled for the website November 2011.

This report was accepted as information.

### **11.10.08 Building & Development Committee:**

Mr. Robinson provided an update on various activities being conducted by the Building & Development Committee:

- **ILS Rehabilitation:** The ILS rehabilitation project is waiting on parts to be delivered which should occur by the early part of December. Installation: 3 weeks.
- **T Hangar Restroom:** This project is under construction – Expected completion: 3 to 4 weeks.
- **South Pavement Resurfacing:** This project has been re-scheduled for next spring. A pre-construction meeting has been scheduled for October 16, 2011.
- **Tree Clearing:** The specifications are being revised and the project will be rebid.
- **Geurink Boulevard Improvements:** This project will go out for bids early next year.
- **Public Viewing:** This project has been scheduled for next spring.

**11.10.09 Monthly Budget and Investment Report**

It was moved by Dykstra and supported by Mitchell to accept the monthly budget & investment report as submitted. This motion was unanimously adopted.

**11.10.10 Other Business**

- Mayor Hoogland introduced Mr. Kevin Klynstra who will be serving as a City of Zeeland representative effective December 2011.
  
- The WMAA members received the 2012 meeting schedule.

**11.10.11 Adjournment.**

There being no further business, the meeting was adjourned at 12:35 p.m.

Respectively Submitted,

Jim Wiersma  
Secretary

# MICHIGAN ASSOCIATION OF AIRPORT EXECUTIVES FALL CONFERENCE 2011



**1. MDOT update**

Mike Trout is new Director at Aeronautics  
Molly Lamroux , Environmental Specialist is leaving Aeronautics. Until she is replaced environmental studies may be done by staff downtown Lansing. This could cause delays in construction projects

**2. HB 4025.**

This bill would direct sales tax revenue on aviation products back to Department of Aeronautics.

**3. FAA Update**

There have now been 22 continuing resolutions to the current Airport Improvement fund and extends funding through January 2012. FAA in need of new bill to provide for long term funding .

**4. Consultant selection review process.**

Selection cannot involve pricing. Qualifications only.

**5. UAV (Unmanned Aerial Vehicles)**

Usage will continue to increase. United States is 2 years behind rest of world on activity.  
FAA working on categories of UAV based on maximum gross weight. Police dept beginning to use for local area use. Freight companies looking seriously at them.

**6. Aeronautics Commission meeting.**

ILS equipment money transfer approved

**7. Aviation fuels discussion**

100LL will continue to be pricier. Availability could become an issue. One of the problems is such low volume and the expense of refinery change over to produce. The same amount of Unleaded Gasoline is used in one day as there is used 100LL in one year in the United States.

Also cost of Tetraethyl Lead continues to increase. California Environmental group suing California FBOs for selling leaded fuel. FBOs have no choice but to spend a lot of money to defend themselves.

Alternatives will become available but distribution cost will be an issue. Currently 100LL not allowed to be piped. Must be shipped, rail, truck, barge.

Respectfully submitted

Ronald Ludema  
Airport Manager

# WMAA MONTHLY FBO REPORT

Total Fuel Gallons Delivered	Current Month Oct-11	One Year ago Oct-10	Fiscal Year To Date 10/01-9/30/2011	F/Y to Date Compared to F/Y 2011
	68,416	55,705	68,416	16,942

**Transplant Flights** 1

**Wings Of Mercy Flights** 7 Out of Holland

**Freight Flights From/To Holland** 42

Convair, Banderante, Shorts 360, 330  
McDonald Douglas DC9, Falcon 20,  
Swearingen S227, Lear 35  
Beech 99, Caravan

**NOTAMS for AUGUST** 7

5 for ILS Out of service , 1 a/c accident  
1 Taxiway sign unlighted

## **Pavement Condition**

Runway/taxiway A 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 Spring 2012**

## **Lighting condition**

Overall Good  
Awaiting parts for MALSR tree due to a/c  
accident

## **ILS Outages**

10/7 6 AM to 10/7 8:45 AM GS, Out of service  
10/18 6AM to 10/18 9:30 AM LOC Out of Service  
10/18 2:00 PM to 10/24 8 AM LOC Out of Service  
10/25 6:40 AM to 10/25 10:35 AM LOC Out of Service

## West Michigan Regional Airport Authority

270 South River Avenue, Holland, Michigan 49423  
(616) 355-1311 (616) 546-7056 fax  
www.tulipcityairport.org

*Comprising City of Zeeland, Park Township and City of Holland*

November 11, 2011

**To:** West Michigan Regional Airport Authority  
**From:** Joel Dye, Assistant to the Interim City Manager/Community Development Coordinator  
**Subject:** **Formed Ventures, LLC Site Plan Review**

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A site plan has been submitted by Formed Ventures, LLC, 1900 Lamar Court Street, for a 6,125 square foot building addition to the existing facility. This addition will be located on the east side of the building and have a height of 22 feet 4 inches and sloping down to 21 feet at the eave, which is approximately 1 foot below the height of the existing building at this proposed addition location.

The City of Holland's airport zoning ordinance requires the West Michigan Regional Airport Authority to review the site plan and submit a recommendation to the City Planning Commission before the Commission can approve the site plan.

The property does not fall within any building restriction or object-free areas. Airport consultant Mead & Hunt has reviewed this project and notes that the proposed building height of 22 feet 4 inches will not conflict with the airspace requirements for the Tulip City Airport.

It is recommended that this site plan be approved, from an airport perspective, 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 25 feet.
3. That any improvements to storm water detention pond 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 requires by MDOT Bureau of Aeronautics, A Michigan Tall Structures Act permit be obtained by the applicant.

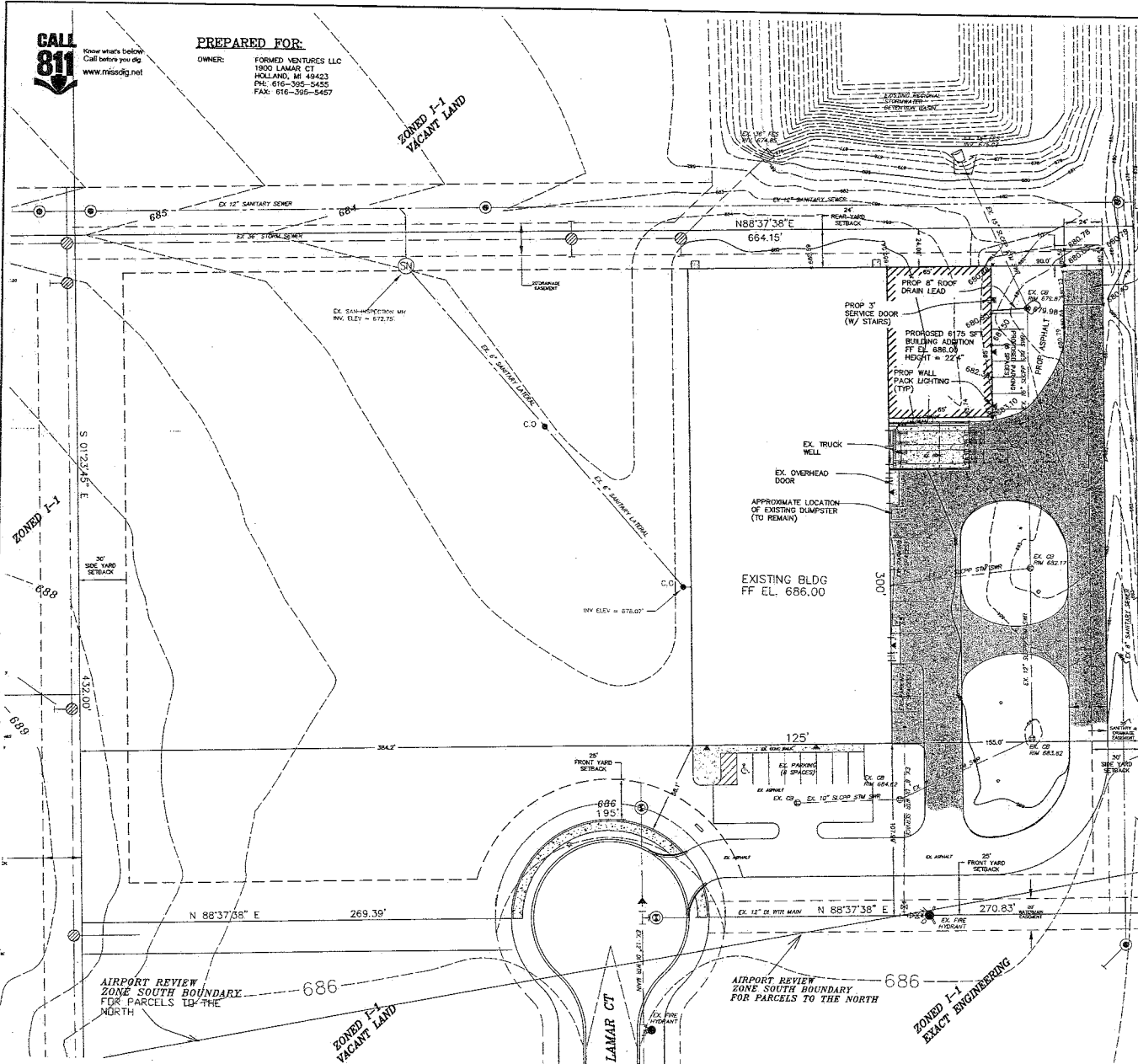
Attachment

Attachment to Item 4.  
Site Plan

**CALL 811**  
Know what's below!  
Call before you dig  
www.missdg.net

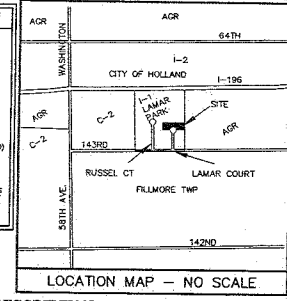
**PREPARED FOR:**  
OWNER: FORMED VENTURES LLC  
1800 LAMAR CT  
HOLLAND, MI 49423  
PH: 616-395-5455  
FAX: 616-395-5457

ZONED I-1  
VACANT LAND



**SITE NOTES**

- ZONING REQUIREMENTS:**  
I-1
- SETBACKS:**  
FRONT YARD 25 FT  
SIDE YARD 30 FT  
REAR YARD 34 FT  
MAX BLDG HT 40 FT
- SUMMARY OF PARKING:**  
NUMBER OF SPACES PROVIDED = 38  
(20 EXISTING + 6 PROPOSED)
- SUMMARY OF LAND:**  
TOTAL ACRES = 6.45 ACRES  
EXISTING BUILDING SIZE = 37,500 SQ FT  
PROPOSED BUILDING SIZE = 52,125 SQ FT  
LOT COVERAGE = 22.4%

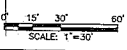


**LEGAL DESCRIPTION:**  
PART OF THE NORTHWEST 1/4 OF SECTION 17, TOWN 4 NORTH, RANGE 15 WEST, CITY OF HOLLAND, ALLEGAN COUNTY, MICHIGAN DESCRIBED AS: COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 17; THENCE NORTHWEST 1/4 OF SAID SECTION; THENCE NORTH 01°23'45" WEST 464.83 FEET ALONG THE EAST LINE OF LAMAR PARK (AS RECORDED IN LIBER 15 OF PLATS ON PAGES 15 & 16) TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 01°23'45" WEST 432.00 FEET TO THE NORTHEAST CORNER OF LOT 6 OF SAID LAMAR PARK; THENCE NORTH 88°37'38" EAST 88°37'38" WEST 270.83 FEET; THENCE NORTHWESTERLY, WESTERLY AND SOUTHWESTERLY 164.78 FEET ALONG A 62.00 FOOT RADIUS ARC TO THE LEFT; THENCE SOUTH 88°37'38" WEST 269.39 FEET TO THE POINT OF BEGINNING.

- GENERAL NOTES:**
- UTILITIES SHOWN OF ANY ARE APPROXIMATE LOCATIONS DERIVED FROM ACTUAL MEASUREMENTS OR AVAILABLE RECORDS. THIS MAP IS NOT TO BE INTERPRETED AS SHOWING EXACT LOCATIONS OR SHOWING ALL UTILITIES IN THE AREA.
  - NOTE TO CONTRACTORS: THREE WORKING DAYS BEFORE YOU DIG CALL MISS DIG AT 1-800-482-7171
  - CONTOUR INTERVAL = 1 FOOT
  - BENCHMARK: FOUND ANGLE IRON IN MONUMENT BOX CENTER OF SECTION 17, T4N, R15W, ELEVATION: 688.56
  - SITE TO BE SERVED BY EXISTING SANITARY LATERAL AND WATER SERVICE. NO NEW SERVICES PROPOSED.
  - CONSTRUCTION TO OCCUR IN A SINGLE PHASE (2011/2012)
  - REGIONAL DETENTION PROVIDED TO NORTH WITHIN THE INDUSTRIAL PARK.
  - NO ADDITIONAL SIGNAGE PROPOSED.
  - NO ADDITIONAL CURB CUTS PROPOSED.
  - PROJECT IS LOCATED WITHIN THE AIRPORT REVIEW ZONE AND SHALL COMPLY TO ALL REQUIREMENTS OF THE NMAA AND FAA.
  - ALL LIGHTING SHALL BE SHIELDED AND DIRECTED DOWNWARD TO PREVENT GLARE ONTO ADJACENT PROPERTIES.

**LEGEND**

EXISTING	PROPOSED
MONUMENT FOUND	MONUMENT SET
MAIL FOUND	MAIL FOUND
MAIL SET	MAIL SET
IRON FOUND	IRON FOUND
IRON SET	IRON SET
LIGHT POLE	LIGHT POLE
CLEARCUT	CLEARCUT
WALK (WATER & GAS)	WALK (WATER & GAS)
STORM SINKER MANHOLE	STORM SINKER MANHOLE
SANITARY SINKER MANHOLE	SANITARY SINKER MANHOLE
CATCH BASIN	CATCH BASIN
FIRE HYDRANT	FIRE HYDRANT
TRANSFORMER	TRANSFORMER
UTILITY RISER	UTILITY RISER
MAIL BOX	MAIL BOX
ELECTRIC METER	ELECTRIC METER
GAS METER	GAS METER
SION	SION
EXISTING WATER LINE	PROPOSED WATER LINE
EXISTING STORM SINKER	PROPOSED STORM SINKER
EXISTING SANITARY SINKER	PROPOSED SANITARY SINKER



**DRIESEN & ASSOCIATES, INC.**  
Engineering - Surveying - Testing  
1335 E. 9th Street - Suite 100, Holland, MI 49423  
(616) 395-5500  
www.drieseninc.com

**REVISIONS**

NO.	DATE	DESCRIPTION
1	11-08-2011	FOR REVIEW

**SITE PLAN**  
FSI  
SEC. 17, T4N, R15W, CITY OF HOLLAND, ALLEGAN CO.  
LAMAR CONSTRUCTION COMPANY  
1800 LAMAR CT  
HOLLAND, MI 49423

Prepared By: A. NETTLING  
Drawn By: A. NETTLING  
Checked By: T.M.A.  
Date: 11/01/11

Scale: 1"=30'  
10-28-2011  
Date: 11/02/11  
Sheet No.: C2.1

PREPARED IN ASSOCIATION WITH  
**LAMAR CONSTRUCTION COMPANY**  
"Building Partnerships Is How We Build Business"

# Formed Ventures LLC 1900 Lamar Court Site Plan Review



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*Comprising City of Zeeland, Park Township and City of Holland*

November 14, 2011

**To:** West Michigan Regional Airport Authority.  
**From:** Greg Robinson, Holland Interim City Manager.  
**Subject:** **ILS Refurbishing – MDOT Grant.**

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In July 2011, the Authority Board approved a contract to refurbish the Instrument Landing System at West Michigan Regional Airport. Attached to this report is the report from the July meeting explaining the background to this project.

This project is estimated to cost \$564,000 and also attached to this report is the Michigan Department of Transportation (MDOT) grant summary sheet indicating that MDOT will fund \$228,750 of this cost. This is \$28,750 more than originally anticipated and reduces the Authority's share to \$335,250, rather than the \$350,000 budgeted.

MDOT's Office of Aeronautics continues to support the projects at West Michigan Regional Airport and, in fact, many airport projects would not have been accomplished without this support.

It is recommended that the West Michigan Airport Authority Board accept the grant from MDOT in the amount of \$228,750 for the ILS refurbishment project; that a resolution be adopted authorizing Board Chairperson Tim Klunder to sign the contract; and that the local share for this project be funded through the Airport Authority's working capital.

Attachments

EXHIBIT 1

TULIP CITY AIRPORT  
HOLLAND, MICHIGAN

Contract No. M 03-07-C25

October 5, 2011

	Federal	State	Local	Total
ADMINISTRATION	\$0	\$203	\$297	\$500
DEPARTMENT-AERO	\$0	\$203	\$297	\$500
ENVIRONMENTAL	\$0	\$0	\$0	\$0
DESIGN	\$0	\$0	\$0	\$0
CONSTRUCTION	\$0	\$228,547	\$334,953	\$563,500
Refurbish Runway 26 ILS (glideslope antenna & localizer)	\$0	\$228,344	\$334,656	\$563,000
AERO - Construction	\$0	\$203	\$297	\$500
CONTINGENCIES	\$0	\$0	\$0	\$0
Funding Contingencies	\$0	\$0	\$0	\$0
<b>TOTAL PROJECT BUDGET</b>	<b>\$0</b>	<b>\$228,750</b>	<b>\$335,250</b>	<b>\$564,000</b>

MAC Transfer: 9/14/11

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*Comprising City of Zeeland, Park Township and City of Holland*

July 11, 2011

**To:** West Michigan Airport Authority Board.  
**From:** Greg Robinson, Holland Assistant City Manager  
**Subject:** ILS Rehabilitation – Approve Project Bid

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The Instrument Landing System (ILS) at Tulip City Airport was installed in 1994 and has been experiencing an unacceptable number of outages due to aging equipment. The ILS was not funded by the Federal Aviation Administration (FAA) nor is it maintained by them as all other ILS systems are in Michigan. The FAA has informed the Michigan Department of Transportation Bureau of Aeronautics (BOA) that it will not participate in repairing the existing ILS because Tulip City Airport does not meet the minimum thresholds. In 1994, the BOA funded 50% of the ILS and the remaining 50% was raised locally.

The present ILS is technically obsolete and very difficult to find parts for. In August of 2010, 94 outages had been recorded for the previous 19 months. Recently, the ILS has been out of operation since the middle of June 2011 and is not expected to be back in service until August 2011. This level of outages is totally unacceptable for the companies and aircraft that rely on the airport to conduct business. Having this airport available for business jet aircraft is extremely important to this area from an economic development standpoint.

Airport navigation aids that are based on Global Positioning Systems (GPS) are the aids of the future, but it can be expensive for the equipment to be installed in aircraft. So, it is highly unlikely that a full transition to a GPS system will occur over the next 7 - 10 years. Actually, Tulip City Airport is prepared for GPS use as it has already has what is referred to as a LPV approach for runway 26 (approach from the east) and has applied to the FAA for a LPV approach for runway 8 (approach from the west). The approval process with the FAA is expected to be completed by the end of this summer and the LPV approach for runway 8 should be available by the end of August 2011.

It is critical that the airport have a reliable ILS into the foreseeable future. What is being proposed to the Board is that much of the system be replaced. It has been estimated that a new ILS for an airport such as Tulip City could cost in the neighborhood of \$1 million. However, the current ILS has a number of components that do not need replacing. What is being recommended for replacement is the localizer foundation, Distance Measuring Equipment (DME) and Glide Slope antenna transmitting equipment. The anticipated life of this new equipment is 15-20 years.

On May 9, 2011, the WMAA Board directed staff and Mead & Hunt to seek bids for replacement of the ILS components. Bids were opened on June 28, 2011 and the following three bids were submitted:

Airport Lighting LLC	\$494,000
Rauhorn Electric, Inc.	577,392
J. Ranck Electric, Inc.	578,640

Mead & Hunt has reviewed the bids and attached to this report is a letter recommending the low bid of Airport Lighting LLC. This low bid meets the specifications and will be using the current ILS maintenance person to assist with the installation and tune-up of the equipment. Also, the equipment to be installed is that same that the FAA uses at its ILS installations.

Also attached, is a revised project budget. The low bid is \$100,500 over the estimated amount previously provided to the Board. The attached projected WMAA revenues and capital expenditures over the next three fiscal years indicates that the Board has \$875,000 available in working capital as of June 30, 2011 and \$151,145 in restricted reserves.

The BOA has indicated that it is willing to fund up to \$200,000 of the equipment and installation cost, leaving an estimated \$364,000 as the local share. The BOA funds will not be available until the federal fiscal year 2012 and are subject to federal funding being continued at expected levels. If the ILS project is done now, there is a slight risk to the WMAA that the BOA will not be able to fulfill its funding approval. The other option is to wait until the BOA funding is secured, but that could take another 9-12 months due to the difficulties the federal government has been having with budget approvals. In any event, if the project proceeds now, the WMAA will need to contribute the full funding until the BOA is able to provide its reimbursement.

There is nearly a five month lead time on equipment and, if this is the case, this project may not begin until November/December 2011. It is expected that there will be a three week installation period.

It is recommended that the West Michigan Airport Authority Board accept the low bid submitted by Airport Lighting LLC in the amount of \$494,000 for replacement of ILS components as described in this report; and that the cost of this bid be appropriated from the Airport Authority working capital.

**West Michigan Airport Authority**  
**Instrument Landing System Refurbishing Budget**  
**July 11, 2011**

	<u>5/6/2011</u> <u>Estimate</u>	<u>Revision Based</u> <u>on Bid</u>	
Expenses			
1. Parts / Installation	\$365,500.00	\$ 457,500.00	
2. Contingency	\$55,000.00	\$ 50,000.00	
3. Construction Supervision	\$20,000.00	\$ 20,000.00	
4. Training	\$28,000.00	\$ 36,500.00	
<b>Total</b>	<u>\$468,500.00</u>	<u>\$ 564,000.00</u>	(+ 20%)
Revenues			
1. MDOT	\$ 200,000.00	\$ 200,000.00	
2. WMAA	\$ 268,500.00	\$ 364,000.00	
<b>Total</b>	<u>\$ 468,500.00</u>	<u>\$ 564,000.00</u>	

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*Comprising City of Zeeland, Park Township and City of Holland*

November 14, 2011

**To:** West Michigan Regional Airport Authority.  
**From:** Greg Robinson, Holland Interim City Manager.  
**Subject:** **ILS - Mead & Hunt Agreement for Construction Administration.**

---

The Airport Authority Board is well aware of the Instrument Landing System refurbishing that has been approved and will soon be underway. The parts have been ordered and should be delivered beginning late November 2011 and early December 2011. There will then be a three to four week installation period.

Mead & Hunt has submitted a proposal to provide construction administration for this project in the amount of \$30,506.44. The amount budgeted in July 2011 was \$20,000, but this was purely an estimate at that time. The budget includes a contingency of \$50,000, so this addition to the estimate will keep the project within budget. Staff continues to discuss this cost with Mead & Hunt to determine possible cost reductions. In the meantime, Board approval of a cap on this cost will enable this work to begin before the Board's December meeting, if necessary.

It is recommended that the Airport Authority Board approve an Agreement with Mead & Hunt to conduct construction administration for the ILS refurbishing project in a **not to exceed amount of \$30,506.44**; and that this cost be funded through the Authority's working capital.

Attachment

**Amendment #6**

**Between**

**MEAD & HUNT, INC.**

**and**

**WEST MICHIGAN AIRPORT AUTHORITY**

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**Construction Administration  
for**

**Rehabilitate Instrument Landing System**

**At the  
West Michigan Regional Airport  
Holland, Michigan**

**Mead & Hunt Project No.: 0819900-115475.00**

Original Agreement Dated: June 17, 2010

Original Description: Construction Administration Services for Taxiway Rehabilitation, Runway Joints Repairs, Reconstruct Glide Slope Building Foundation

## **Purpose of Amendment**

The purpose of this amendment is to establish a scope of services and fee for the construction administration services associated with the West Michigan Airport Authority

## **Scope of Services**

The scope of services for construction administration is outlined in the original agreement. The CONSULTANT shall perform these duties as supported in the detailed breakdown of cost in Attachment A. This project involves Replacement of Instrument Landing System (ILS) Components as depicted on the plans dated 04-27-2011.

## **Compensation**

The CONSULTANT shall be compensated on a time, materials and expenses (TME) basis for the services identified in the scope of services. The not to exceed amount of compensation for preparation of the specifications shall be thirty thousand, five hundred six and 44/100 (\$30,506.44) dollars. A detailed breakdown of these costs is included in Attachment A. The CONSULTANT shall bill the SPONSOR in accordance with the terms and condition of the original agreement.

All other terms and conditions of the original base agreement shall remain in full force and effect.

This amendment and its conditions along with the conditions and requirements of the original agreement are hereby accepted by both parties as witnessed by these signatures:

WITNESS:

\_\_\_\_\_

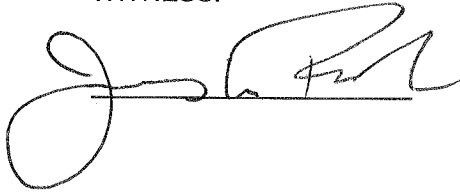
**WEST MICHIGAN AIRPORT AUTHORITY**

By: \_\_\_\_\_

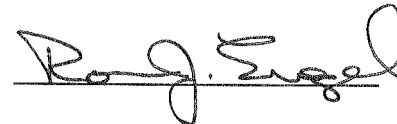
Title: \_\_\_\_\_

Date: \_\_\_\_\_

WITNESS:

 \_\_\_\_\_

**MEAD & HUNT, INC.**

By:  \_\_\_\_\_

Title: Vice President

Date: 10/12/11

**CONSTRUCTION ADMINISTRATION SERVICES - Attachment A**  
**SUMMARY SHEET**

Airport: West Michigan Regional Airport  
 Project Description: CA Service for the Replacement of ILS Equipment  
 M & H Project No.: 0819900-115475.00  
 141 Calendar days in contract

<b>COST BY ELEMENT</b>	
ELEMENT 1.21 - PRECONSTRUCTION CONFERENCE	\$1,135.44
ELEMENT 1.22 - GENERAL INFORMATION AND COORDINATION	\$3,164.34
ELEMENT 1.23 - ENGINEERING SURVEY AND LAYOUT AS MAY BE APPLICABLE	\$0.00
ELEMENT 1.24 - MATERIAL TESTING AND SHOP DRAWINGS	\$0.00
ELEMENT 1.25 - FIELD TESTING AND GRADE INSPECTIONS	\$19,734.25
ELEMENT 1.26 - PAY ESTIMATES AND CHANGE ORDERS	\$2,789.74
ELEMENT 1.27 - WEEKLY REPORTS	\$0.00
ELEMENT 1.28 FINAL INSPECTION/FINAL REPORT	\$3,175.44
ELEMENT 1.29 - FINAL QUANTITIES - AS CONSTRUCTED PLANS AND ALP	\$507.23
<b>M&amp;H PROJECT COSTS*</b>	<b>\$30,506.44</b>

\*excludes sub consultants

<b>COST BREAKDOWN</b>	
LABOR COST	\$9,324.00
OVERHEAD COST @ 1.72	\$16,037.28
DIRECT COSTS	\$2,122.00
PROFIT @ 11%	\$3,023.16
SUB TOTAL	\$30,506.44
SUB CONSULTANTS	
<b>TOTAL COST THIS PROJECT</b>	<b>\$30,506.44</b>

**DATE: November 14, 2011**  
**SUBJECT: WMAA Communications Committee Board Update**



West Michigan Airport Authority  
270 South River Avenue  
Holland, MI 49423

**I TIER 1 (most important)**

**UPDATE WEBSITE ON A CONTINUAL BASIS**

- Currently reviewing a proposal from The Image Group to update the website to change the domain name to reflect West Michigan Regional Airport and to include the new airport video on the homepage.

**DEVELOP INNOVATIVE VIDEO/VIDEO CLIPS**

- Grooters Productions is in the process of filming the interviewees. The list includes Gentex, Lean Logistics, Hayworth, Mayor Kurt Dykstra and Wings of Mercy. Ten year old Annie (Miss Nancy Future) is doing a great job of interviewing. The first draft should be viewable by November 21 and completed by the end of December.

**ENTER FLOAT IN TULIP TIME PARADE**

- An innovative and fun airplane float was entered in the Muziekparade and enjoyed by all. Karen developed a video for the website.

**I Tier 2 (important)**

**PRESS RELEASES/NEWS ARTICLES**

- Coverage of the airport name change and new logo appeared on the front page of the Holland Sentinel.

**CONTACT WITH JET**

- Bruce Los, Gentex, gave an update on March 31 at the Communications Committee meeting.

**HOLD ONE EVENT: PARTNER WITH WINGS OF MERCY CAREAFFAIRE AT TULIP CITY AIRPORT**

- The CareAffaire breakfast/fly-in was held on September 17, 2011. Next year's event is scheduled for Saturday, August 25, 2012. WMAA and Tulip City Air Service helped as "sponsors in part." Karen developed a video to include on the website.

**SPEAKING ENGAGEMENTS**

- The first speaking engagement at the Holland Rotary Club on August 11 was a success. Greg Robinson gave the Power Point presentation. The committee is looking for new audiences to share the airport story.

**I TIER 3 (less important)**

**NEWSLETTER**

- E-newsletter is scheduled for the website November 2011.

Please contact Karen if you have any questions or comments.  
k.scholten@cityofholland.com Office phone 616.355.1305 Home phone 616.399.8509





# Budget Performance Report

Fiscal Year to Date 11/1/2011

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 201 - WMAA (Airport) General Fund										
REVENUE										
Department 000 - General Revenues										
420502.23	Federal Grant FAA Entitlement-Capital	112,000.00	.00	112,000.00	.00	.00	.00	112,000.00	0	.00
420502.24	Federal Grant FAA Capital	832,300.00	.00	832,300.00	.00	.00	.00	832,300.00	0	.00
430502.24	State Grant MDOT State Capital	24,850.00	.00	24,850.00	.00	.00	.00	24,850.00	0	.00
450582.C	Contributions from Other Govts From City of Holland	184,000.00	.00	184,000.00	.00	.00	98,977.11	85,022.89	54	.00
450582.Z	Contributions from Other Govts From City of Zeeland	42,000.00	.00	42,000.00	.00	.00	43,228.85	(1,228.85)	103	.00
460654.1	Franchise Fees FBO Franchise Fees	20,500.00	.00	20,500.00	.00	.00	6,666.64	13,833.36	33	.00
460654.5	Franchise Fees Fuel Flowage Fee	68,400.00	.00	68,400.00	.00	.00	19,846.35	48,553.65	29	.00
460654.7	Franchise Fees Landing Fees	26,700.00	.00	26,700.00	.00	.00	9,401.24	17,298.76	35	.00
480665.0	Investment Income General	5,000.00	.00	5,000.00	.00	.00	(55.59)	5,055.59	-1	.00
480669.24	Rental Hangar Land Lease	77,400.00	.00	77,400.00	.00	.00	60,945.26	16,454.74	79	.00
480669.25	Rental Agricultural Land Lease	8,600.00	.00	8,600.00	.00	.00	.00	8,600.00	0	.00
480669.26	Rental T-Hangars	50,400.00	.00	50,400.00	.00	.00	13,220.00	37,180.00	26	.00
490685.1	Recoveries Insurance	.00	.00	.00	.00	.00	5,280.00	(5,280.00)	+++	.00
Department 000 - General Revenues Totals		\$1,452,150.00	\$0.00	\$1,452,150.00	\$0.00	\$0.00	\$257,509.86	\$1,194,640.14	18%	\$0.00
REVENUE TOTALS		\$1,452,150.00	\$0.00	\$1,452,150.00	\$0.00	\$0.00	\$257,509.86	\$1,194,640.14	18%	\$0.00
EXPENSE										
Department 540 - Airport Operations										
710701.0	Payroll-Regular General	45,000.00	.00	45,000.00	.00	.00	14,626.68	30,373.32	33	.00
710707.0	Payroll-Temporary Help General	23,800.00	.00	23,800.00	.00	.00	4,708.59	19,091.41	20	.00
721730.0	Postage General	300.00	.00	300.00	.00	.00	49.48	250.52	16	.00
721905.0	Photocopies/In-House Printing General	300.00	.00	300.00	.00	.00	10.12	289.88	3	.00
721931.0	Building & Grounds Maintenance General	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	.00
721933.0	Equipment Maintenance General	20,000.00	.00	20,000.00	.00	.00	5,237.00	14,763.00	26	.00
721933.INS	Equipment Maintenance Repairs-Insurance Claims	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
722801.9010	Contractual-Printing or Promotions Advertising/Promotional	30,000.00	.00	30,000.00	.00	4,900.00	7,179.98	17,920.02	40	.00
722804.0	Contractual-Legal General	7,500.00	.00	7,500.00	.00	.00	3,434.78	4,065.22	46	.00
722805.1	Contractual-Finance/Property Independent Audit	6,000.00	.00	6,000.00	.00	.00	10,239.96	(4,239.96)	171	.00
722805.4	Contractual-Finance/Property Financial Service Fees	.00	.00	.00	.00	.00	79.20	(79.20)	+++	.00
722807.2	Contractual-Architect/Engineer Plan Development	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
722807.5	Contractual-Architect/Engineer Engineering	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
722807.9	Contractual-Architect/Engineer Design Tree Clearing	.00	.00	.00	.00	.00	4,956.33	(4,956.33)	+++	.00
722807.24	Contractual-Architect/Engineer Terminal Study	.00	.00	.00	.00	.00	1,800.00	(1,800.00)	+++	.00
722808.MOW	Contractual-Buildings & Grounds Mowing	16,000.00	.00	16,000.00	.00	.00	14,543.00	1,457.00	91	.00
722808.MTCE	Contractual-Buildings & Grounds Maintenance-General Repairs	13,000.00	.00	13,000.00	.00	.00	4,721.35	8,278.65	36	.00
722808.SNOW	Contractual-Buildings & Grounds Snowplowing	60,000.00	.00	60,000.00	.00	.00	.00	60,000.00	0	.00
722809.61	Contractual-Misc Contract-Management Services	35,000.00	.00	35,000.00	.00	.00	.00	35,000.00	0	.00
722809.62	Contractual-Misc Airport Manager-Tulip City Air	7,000.00	.00	7,000.00	.00	.00	1,810.31	5,189.69	26	.00



# Budget Performance Report

Fiscal Year to Date 11/1/2011

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund <b>Z01 - WMAA (Airport) General Fund</b>										
EXPENSE										
Department <b>540 - Airport Operations</b>										
723850.0	Communications Telephone	300.00	.00	300.00	.00	.00	64.71	235.29	22	.00
723860.0	Travel, Conf, Seminars General	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
723910.0	Commercial Insurance Premiums General	20,000.00	.00	20,000.00	.00	.00	19,669.00	331.00	98	.00
723920.GATE	Public Utilities Fence Gates	700.00	.00	700.00	.00	.00	110.54	589.46	16	.00
723920.LAND	Public Utilities Landing Lights & System	4,100.00	.00	4,100.00	.00	.00	890.82	3,209.18	22	.00
723920.PLOT	Public Utilities Parking Lot Lights	900.00	.00	900.00	.00	.00	199.21	700.79	22	.00
723920.RUNW	Public Utilities Runway Lights	5,000.00	.00	5,000.00	.00	.00	1,078.74	3,921.26	22	.00
723920.THAN	Public Utilities T-Hangars	2,000.00	.00	2,000.00	.00	.00	422.99	1,577.01	21	.00
723955.0	Miscellaneous General	3,500.00	.00	3,500.00	.00	.00	747.78	2,752.22	21	.00
723964.2	Refunds Property Tax Prior Years	.00	.00	.00	.00	.00	14.03	(14.03)	+++	.00
730971.0	Land General	954,000.00	.00	954,000.00	.00	.00	.00	954,000.00	0	.00
730974.0	Land Improvements General	.00	564,000.00	564,000.00	.00	.00	2,519.52	561,480.48	0	.00
730975.0	Buildings & Structures General	40,000.00	19,016.00	59,016.00	.00	.00	.37	59,015.63	0	.00
770956.0	Contingency General	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
Department <b>540 - Airport Operations</b> Totals		<b>\$1,324,900.00</b>	<b>\$583,016.00</b>	<b>\$1,907,916.00</b>	<b>\$0.00</b>	<b>\$4,900.00</b>	<b>\$99,114.49</b>	<b>\$1,803,901.51</b>	<b>5%</b>	<b>\$0.00</b>
EXPENSE TOTALS		<b>\$1,324,900.00</b>	<b>\$583,016.00</b>	<b>\$1,907,916.00</b>	<b>\$0.00</b>	<b>\$4,900.00</b>	<b>\$99,114.49</b>	<b>\$1,803,901.51</b>	<b>5%</b>	<b>\$0.00</b>
Fund <b>Z01 - WMAA (Airport) General Fund</b> Totals										
REVENUE TOTALS		1,452,150.00	.00	1,452,150.00	.00	.00	257,509.86	1,194,640.14	18	.00
EXPENSE TOTALS		1,324,900.00	583,016.00	1,907,916.00	.00	4,900.00	99,114.49	1,803,901.51	5	.00
Fund <b>Z01 - WMAA (Airport) General Fund</b> Totals		<b>\$127,250.00</b>	<b>(\$583,016.00)</b>	<b>(\$455,766.00)</b>	<b>\$0.00</b>	<b>(\$4,900.00)</b>	<b>\$158,395.37</b>	<b>(\$609,261.37)</b>		<b>\$0.00</b>
Grand Totals										
REVENUE TOTALS		1,452,150.00	.00	1,452,150.00	.00	.00	257,509.86	1,194,640.14	18	.00
EXPENSE TOTALS		1,324,900.00	583,016.00	1,907,916.00	.00	4,900.00	99,114.49	1,803,901.51	5	.00
Grand Totals		<b>\$127,250.00</b>	<b>(\$583,016.00)</b>	<b>(\$455,766.00)</b>	<b>\$0.00</b>	<b>(\$4,900.00)</b>	<b>\$158,395.37</b>	<b>(\$609,261.37)</b>		<b>\$0.00</b>



# Fund Equity Changes Report

Through 10/31/11  
Summary Listing

Fund	Fund Description	Beginning Balance	YTD Change	Current Balance	Prior Year Fund Equity Adjustment	YTD Revenues	YTD Expenses	YTD Encumbrances	Estimate Fund Balance
Fund Category	<b>GOVERNMENTAL</b>								
Fund Type	<b>GENERAL FUND</b>								
Z01	WMAA (Airport) General Fund	.00	1,030,771.79	1,030,771.79	.00	257,509.86	99,114.49	4,900.00	1,184,267.16
	Fund Type <b>GENERAL FUND</b> Totals	\$0.00	\$1,030,771.79	\$1,030,771.79	\$0.00	\$257,509.86	\$99,114.49	\$4,900.00	\$1,184,267.16
	Fund Category <b>GOVERNMENTAL</b> Totals	\$0.00	\$1,030,771.79	\$1,030,771.79	\$0.00	\$257,509.86	\$99,114.49	\$4,900.00	\$1,184,267.16
	Grand Totals	\$0.00	\$1,030,771.79	\$1,030,771.79	\$0.00	\$257,509.86	\$99,114.49	\$4,900.00	\$1,184,267.16

City of Holland  
**Accounts Payable Payment Post Listing**

Batch Department / Invoice Department		Bank Account	Check Date		Starting Check Number	
201 Finance		PAYABLES ACCOUNT	11/10/2011		3057	
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
201 Finance						
	146 - HOLLAND BOARD OF PUBLIC WORKS	65259	WMAA-UTILITIES	10/30/2011	10/31/2011	120.34
	310 - THE IMAGE GROUP	19808	WMAA-WEB SUPPORT	11/01/2011	10/31/2011	200.00
	322 - TULIP CITY AIR SERVICE INC	177561	WMAA MTCE AGREEMENT BILLING	11/01/2011	10/31/2011	3,262.36
	322 - TULIP CITY AIR SERVICE INC	WO14998	WMAA-TCAS MTCE / MNGMNT BILLING	10/31/2011	10/31/2011	1,036.25
	1216 - WINGS OF MERCY	100511	CARE AFFAIRE REIMBURSEMENT	10/05/2011	10/31/2011	900.00
Total Selected Invoices: 5						\$5,518.95

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 11/09/2011

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>						
Check	11/10/2011	3057	Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		120.34
	Invoice		Date	Description		Amount
		65259	10/30/2011	WMAA-UTILITIES		120.34
Check	11/10/2011	3058	Accounts Payable	THE IMAGE GROUP		200.00
	Invoice		Date	Description		Amount
		19808	11/01/2011	WMAA-WEB SUPPORT		200.00
Check	11/10/2011	3059	Accounts Payable	TULIP CITY AIR SERVICE INC		4,298.61
	Invoice		Date	Description		Amount
		177561	11/01/2011	WMAA MTCE AGREEMENT BILLING		3,262.36
		WO14998	10/31/2011	WMAA-TCAS MTCE / MNGMNT BILLING		1,036.25
Check	11/10/2011	3060	Accounts Payable	WINGS OF MERCY		900.00
	Invoice		Date	Description		Amount
		100511	10/05/2011	CARE AFFAIRE REIMBURSEMENT		900.00
CITY AP PAYABLES ACCOUNT Totals:				Transactions: 4		\$5,518.95
Checks:		4		\$5,518.95		

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 10/26/2011

Date: \_\_\_\_\_

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>						
Check	10/27/2011	2842	Accounts Payable	HARRIS AIRPORT SYSTEMS		5,000.00
	Invoice		Date	Description		Amount
		1295	10/11/2011	MALSR MONTHLY MTCE FEES		5,000.00
Check	10/27/2011	2843	Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		848.99
	Invoice		Date	Description		Amount
		2012-00000798	10/25/2011	UTILITIES BILLING		848.99
Check	10/27/2011	2844	Accounts Payable	OTTAWA COUNTY TREASURER		2.25
	Invoice		Date	Description		Amount
		3RD QTR 2011	10/12/2011	TAX AMOUNT DUE FOR QUARTERLY BILLING JULY-SEPT 2011		2.25
Check	10/27/2011	2845	Accounts Payable	STATE OF MICHIGAN		118.50
	Invoice		Date	Description		Amount
		WA 339072	10/10/2011	AIRPORT WEATHER OBSERVATION AND DATA SYSTEM MTCE JULY-SEPT 2011		118.50
CITY AP PAYABLES ACCOUNT Totals:				Transactions: 4		\$5,969.74
Checks:		4		\$5,969.74		

# Accounts Payable Payment Post Listing

Batch Department / Invoice Department	Bank Account		Check Date	Starting Check Number		
201 Finance	PAYABLES ACCOUNT		10/27/2011	2842		
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
201 Finance						
	292 - HARRIS AIRPORT SYSTEMS	1295	MALSR MONTHLY MTCE FEES	10/11/2011	10/25/2011	5,000.00
	146 - HOLLAND BOARD OF PUBLIC WORKS	2012-00000798	UTILITIES BILLING	10/25/2011	10/25/2011	848.99
	1295 - OTTAWA COUNTY TREASURER	3RD QTR 2011	TAX AMOUNT DUE FOR QUARTERLY BILLING JULY-SEPT 2011	10/12/2011	10/25/2011	2.25
	800 - STATE OF MICHIGAN	WA 339072	AIRPORT WEATHER OBSERVATION AND DATA SYSTEM MTCE JULY-SEPT 2011	10/10/2011	10/25/2011	118.50
Total Selected Invoices: 4						\$5,969.74

City of Holland  
**Accounts Payable Payment Post Listing**

*Quit*  
 10-26-11

Batch Department / Invoice Department		Bank Account	Check Date		Starting Check Number	
201 Finance		PAYABLES ACCOUNT	10/20/2011		2690	
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
201 Finance						
	101 - CUNNINGHAM DALMAN P.C.	181343	GENERAL MATTERS-LEGAL SVCS	10/10/2011	10/20/2011	700.35
	101 - CUNNINGHAM DALMAN P.C.	181344	MASTER SVCS AGREEMENT WITH GROOTERS PRODUCTION RE WMAA VIDEO PRJ	10/10/2011	10/20/2011	219.24
	101 - CUNNINGHAM DALMAN P.C.	181345	CONTRACT W/ HULST CONSTRUCTION FOR T-HANGAR RESTROOM	10/10/2011	10/20/2011	189.30
	101 - CUNNINGHAM DALMAN P.C.	181346	CONSTRUCTION CONTRACT W-K&R CONSTRUCTION	10/10/2011	10/20/2011	194.88
	310 - THE IMAGE GROUP	19754	TULIPCITYAIRPORT.ORG-WEB SUPPORT	10/01/2011	10/20/2011	165.00
Total Selected Invoices: 5						\$1,468.77

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 10/19/2011

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>						
Check	10/20/2011	2690	Accounts Payable	CUNNINGHAM DALMAN P.C.		1,303.77
	Invoice		Date	Description		Amount
	181343		10/10/2011	GENERAL MATTERS-LEGAL SVCS		700.35
	181344		10/10/2011	MASTER SVCS AGREEMENT WITH GROOTERS PRODUCTION RE WMAA VIDEO PRJ		219.24
	181345		10/10/2011	CONTRACT W/ HULST CONSTRUCTION FOR T-HANGAR RESTROOM		189.30
	181346		10/10/2011	CONSTRUCTION CONTRACT W-K&R CONSTRUCTION		194.88
Check	10/20/2011	2691	Accounts Payable	THE IMAGE GROUP		165.00
	Invoice		Date	Description		Amount
	19754		10/01/2011	TULIPCITYAIRPORT.ORG-WEB SUPPORT		165.00
CITY AP PAYABLES ACCOUNT Totals:				Transactions: 2		<u>\$1,468.77</u>
Checks:		2		\$1,468.77		



*Giving Wings To Those In Need*

**Wings Of Mercy, Inc.  
Board of Directors**

October 7, 2011

Terry Boer  
President  
Grand Rapids, MI

Dear West Michigan Airport Authority Board,

Dan Horne  
Vice President  
Holland, MI

We are writing to express our deepest thanks for your recent volunteering for Wings of Mercy. Generous giving of your time provides the support needed to continue our mission.

Bill Klungle  
Treasurer  
Grand Haven, MI

With your faithful volunteering, you've demonstrated your deep commitment to our work in, "giving wings to those in need."

Fred Honore  
Secretary  
Hudsonville, MI

Your support has repeatedly played a key role in our success which is demonstrated by our 200 plus missions this year, our over 3700 flights since 1991 and 757 (last four years) from the Tulip City Airport.

Rob Becker  
Grand Rapids, MI

There is no way to fully express our gratitude for your loyalty. We at Wings of Mercy are continually inspired by the dedication and generosity of volunteers like you who answer the call to give again and again.

Rex Vanderlinde  
Muskegon, MI

The event was a stellar success. Your generosity benefited countless others. Your support won't be forgotten. The only problem is that you did such a great job we would like to ask you to help again! Next year our event will be in August. Saturday, August 25, 2012. We feel it's never too early to plan and especially when you have such great volunteers.

Rick Fiddler  
Grand Rapids, MI

We will be contacting you next year again and we hope to hear you say yes!

Peter J Vanden Bosch  
Founder/President Emeritus  
Zeeland, MI

With Warm Regards,

Chairman: Dave Siegers,

Karen Scholten, Grace Spelde, Joan VandenBosch, and Sharon Huminsky