

# West Michigan Airport Authority

## Meeting Agenda

Monday, June 11, 2012

11:30am – 1:00pm

**Westshore Aviation, 1585 S. Washington Avenue (At the airport)**

1. Public Comments.
2. Consideration of the May 14, 2012 Meeting Minutes. (Action Required)
3. FBO Report.
4. Fiscal Year 2013 Insurance Program. (Action Required)
5. Public Viewing Area Bids. (Action Required)
6. Assignment of ITT Radio Tower Lease. (Action Required)
7. Approval of Fiscal Year 2012 Amended Budget. (Action Required)
8. Michigan Tall Structures Permit Request. (Action Required)
9. Communications Committee Activities.
10. Monthly Budget and Investment Report. (Accept as Information)
11. Other Business.
12. Tour of Airport Projects.
13. 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 (355-1310). We must have at least one of the three representatives of each unit of government present at the meeting to attain a quorum. Thank you.**

## West Michigan Airport Authority

### Proposed Meeting Minutes

May 14, 2012

#### Item 2.

The West Michigan Airport Authority Board met at the Park Township Offices, 52 – 152<sup>nd</sup> Avenue, Holland.

**Present:** Authority Members Klynstra, Klunder, Mitchell, Wickmann, Felix, Dykstra, Wiersma, Ex-Officio Members Disselkoen and Burns.

**Absent:** Martin, Toscano, Matthyse and Youth Representatives Bos and Ziegeler.

**Others Present:** Moore & Bruggink consulting engineers, Pennington, Arends, and Voogt, FBO Ludema, Holland City Engineer White, Holland City Manager Cotton, Assistant City Manager Robinson, Communications Assistant Scholten and Executive Assistant Babinec.

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

Holland Assistant City Manager Robinson introduced the new Holland City Manager Ryan Cotton to the Board.

#### **12.05.01 Public Comments.**

There were no public comments.

#### **12.05.02 Consideration of the April 9, 2012 Meeting Minutes.**

It was moved by Wickmann and supported by Wiersma to approve the April 9, 2012 meeting minutes. This motion was unanimously adopted.

#### **12.05.03 FBO Report.**

Mr. Ludema presented the monthly FBO report describing fuel sales and miscellaneous airport activities and highlighted that this month has experienced particularly slow aviation traffic.

#### **12.05.04 Building & Development Committee.**

The Building & Development Committee has met a couple of times since the last Board meeting and provided an update on activities being reviewed as follows:

##### **A. Geurink Boulevard.**

Mr. Robinson provided an overview of the 2012 Geurink Boulevard reconstruction project and introduced Holland City Engineer White and Alan Pennington, Ryan Arends and Zach Voogt with Moore & Bruggink, the design and construction administrators for this project.

Mr. Pennington presented visuals to the Board of the road design and storm water design parameters. The proposed road design options are: A) Boulevard with Conventional Storm Sewer with an estimated cost of \$850,000; B) Boulevard with bio-retention with an est. cost of \$815,000; and C) a Boulevard with Stone Retention with an est. cost of \$880,000. There will be additional costs for landscaping and engineering/design work.

The total project is estimated to cost \$930,000 with approximately \$450,000 being funded by a Michigan Transportation Economic Development Fund (TEDF) grant and \$100,000 by the City of Holland. The WMAA fiscal year 2013 capital budget has an allocation of \$100,000 for this project; however, this leaves a shortfall of \$280,000. Mr. White will contact the Michigan Department of Transportation to learn if there is an opportunity to increase the grant for this project.

The reconstruction project has been scheduled to start on September 1, 2012 and to end by October 15, 2012.

**B. S. Pavement Area Rehabilitation.**

Mr. Robinson advised that the contractor, K&R, expects to start the south hangar area pavement rehabilitation project on May 28, 2012. The project could take 45-60 days to complete.

**12.05.05 Communications Committee Activities.**

Mrs. Scholten presented a report on the recent activities of the Communications Committee as well as upcoming events.

The WMAA booth at the Zeeland Business Showcase on April 26 was a success. Mayor Klynstra and Les Hoogland greeted visitors and shared information about the value of the airport. Over 100 local businesses participated and 1,600 people attended.

The airplane float made its second appearance in the May 12th Tulip Time Muziekparade at 2:00 p.m. Miss Nancy Future was excited to participate this year and was interviewed on WHTC's "The Talk of the Town," on May 11, 2012. Ms. Scholten thanked Ron and Linda Ludema and family, the Tulip City Air Service crew, and Youth Student Representative Boss for their effort, energy and enthusiasm at this year's parade. In addition, a special thanks to the Officers of the Public Safety Services Department who escorted the float.

The Wings of Mercy CareAffaire is in the planning stages and is scheduled to be held on Saturday, August 25, 8:00 a.m. to noon, at West Michigan Regional Airport. Dave Sieger, event chair, is working with the Young Eagles program to participate in the event, and young people, ages 8 - 17, will have an opportunity for a free flight.

**12.05.06 Operations Committee: Millage Renewal Status.**

Mr. Robinson provided an update on the Airport Authority Millage Renewal. Mr. Robinson advised the Board that the Operations Committee will be meeting on Tuesday, May 15 to develop a recommendation to the Airport Board on the date for holding the millage renewal vote. The current millage expires in May 2013.

**12.05.07 Monthly Budget and Investment Report. (Accept as Information)**

The Monthly Budget and Investment Report was accepted as information.

**12.05.08 Other Business.**

Several Board Members attended the presentation by Dick DeVos, Chairman of the Regional Air Alliance of West Michigan, on the status of regional air transportation.

**12.05.09 Adjournment.**

There being no further business, the meeting was adjourned at 12:30 PM.

Respectfully Submitted,

Jim Wiersma  
Secretary

## West Michigan Airport Authority

270 South River Avenue, Holland, MI 49423  
P (616) 355-1310 F (616) 546-7056

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



### Item 5.

June 5, 2012

**To:** West Michigan Airport Authority Board.  
**From:** Greg Robinson, Holland Assistant City Manager.  
**Subject:** **Public Viewing Area Bids.**

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The Board has previously authorized staff to seek bids for the construction of two public viewing areas on airport property; one along Lincoln Avenue and the other along 64<sup>th</sup> Street. The FY12 and FY13 budgets each included \$10,000 (total of \$20,000) for this construction. The basic design has been a paved parking surface for four or five vehicles, along with a picnic table and, perhaps, signs providing information of interest about the airport. The picnic tables will be provided at no cost by the City of Holland.

The repaving of Lincoln Avenue and 64<sup>th</sup> Street adjacent to the airport is now underway and should be completed by June 9. The contractor agreed to extend the contract prices to provide the paving of these viewing areas, but the cost of this work (\$11,500) and for site preparation (\$2,500-\$4,000) exceeds the \$10,000 authorization that staff has without first obtaining Board approval.

The Holland City Engineer is discussing whether this contractor will hold this price until after Board consideration on June 11. If not, then several bids will be sought for this work and these could be ready for Board action on June 11. Further information will be provided at the Board meeting.

## West Michigan Airport Authority

270 South River Avenue, Holland, MI 49423  
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*Comprising City of Zeeland, Park Township and City of Holland*



### Item 6.

June 5, 2012

**To:** West Michigan Airport Authority Board.  
**From:** Greg Robinson, Holland Assistant City Manager.  
**Subject:** Assignment of ITT Radio Tower Lease.

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In September 2009, the Holland City Council entered into a lease with ITT in order to permit the installation of a Surveillance and Broadcast Services (SBS) Program antenna at the airport. This action was taken at the request of the West Michigan Airport Authority (WMAA) Board. This program is an initiative of the Federal Aviation Administration and provides accurate aircraft identification and positioning. There is no rental rate for this lease.

ITT has requested that this lease be assigned to Exelis, Inc. which appears to be a spin-off of a restructured ITT. All terms of the lease will be maintained. This appears to be simply a name change.

Since the lease was signed by the City of Holland, the land lease between the City and the WMAA has also been signed which has all airport land leases being assigned by the City to the WMAA. As a result, this lease assignment will be between the WMAA and Exelis, Inc.

It is recommended that the WMAA Board approve the land lease assignment with Exelis, Inc. for the SBS antenna at the airport.



Information Systems  
12930 Worldgate Drive  
Herndon, VA 20170

Suzan R. Wold  
Contracts Administrator  
Air Traffic Management  
tel (703) 668-6049  
fax (703) 668-6211  
suzan.wold@itt.com

Letter No.: SV-156-06  
May 15, 2012

City of Holland  
Attn: City Manager's Office  
270 S. River Ave  
Holland, MI 49423

Site Lease Agreement No. SV156-06

Subject: Request for Assignment

Reference: ITT Letter *ITT Exelis—Assignment of Lease Agreements*, dated 8/1/11

Enclosure: Assignment Agreement

Dear City Manager,

As we previously notified you via the referenced letter, ITT Corporation informed you of its plan to separate the company's businesses into three distinct, publicly-traded corporations (known as the "Transaction"). The Transaction was completed on October 30th, 2011. As indicated in the referenced letter, the former ITT Defense & Information Solutions business, to which the subject lease is currently controlled under, is now operating as new corporation, Exelis Inc. Exelis Inc. is a standalone \$6B company that has assumed all assets, revenues, and responsibilities of the former ITT Defense & Information Solutions business.

As a result of this change in corporate ownership, the subject tower site lease requires assignment from ITT Corporation to Exelis Inc. In accordance with the assignment clause of the subject lease, we hereby request assignment of the lease from ITT Corporation to Exelis Inc. In an effort to assist in the assignment of the lease from ITT to Exelis Inc. we have enclosed the draft Assignment Agreement for your review and execution. Under this Assignment Agreement Exelis Inc. assumes and will continue to meet all obligations under the Agreements upon the effective date of the Transaction, October 30, 2011.

Should you have questions or require additional information regarding the proposal, please contact the undersigned at your earliest convenience.

Sincerely,

A handwritten signature in cursive script that reads "Suzan R. Wold".

Suzan R. Wold  
Contracts Administrator, Air Traffic Management  
ITT Corporation – Information Systems

## ASSIGNMENT OF AGREEMENT

The "Agreement" as referenced herein is the ADS-B Site License Agreement, dated January 6, 2010, made by and between the City of Holland and ITT Corporation.

By signing below, ITT Corporation and Exelis Inc. do hereby attest that on October 31, 2011 a tax-free spin-off was conducted by ITT Corporation, which created three independent publically-traded corporations, and Exelis Inc., being one of the these corporations, retains the government contracting business area related to the Agreement. Therefore, ITT Corporation and Exelis Inc. desire to assign the Agreement from ITT Corporation to Exelis Inc.

The parties do hereby agree that the Agreement is assigned as of the date last signed below by ITT Corporation to Exelis Inc., an Indiana corporation, with the consent of the City of Holland and is effective as of October 31, 2011. All obligations, rights and responsibilities as Licensee under the Agreement shall be conveyed to and accepted by Exelis Inc. and the term "Licensee" as used in the Agreement shall mean Exelis Inc. upon the date of this assignment. All other terms and conditions of the Agreement shall remain unchanged and are in full force and effect.

The Licensee contact persons, addresses, telephone numbers, FAX numbers, and email addresses, as shown in the Agreement, remain unchanged except for the name change from ITT Corporation to Exelis Inc.

**ITT Corporation** does hereby attest to the above and assign the Agreement, including conveyance of all rights and responsibilities thereof.

\_\_\_\_\_  
Gregory P. Hughes, Sr. Contracts Manager

\_\_\_\_\_  
Date

**Exelis Inc.** does hereby attest to the above and accept assignment of the Agreement, including acceptance of all rights and responsibilities thereof.

\_\_\_\_\_  
Trowbridge M. Littleton, Director, Contracts

\_\_\_\_\_  
Date

**City of Holland** does hereby consent to the assignment of the Agreement, including all rights and responsibilities thereof, from ITT Corporation to Exelis Inc.

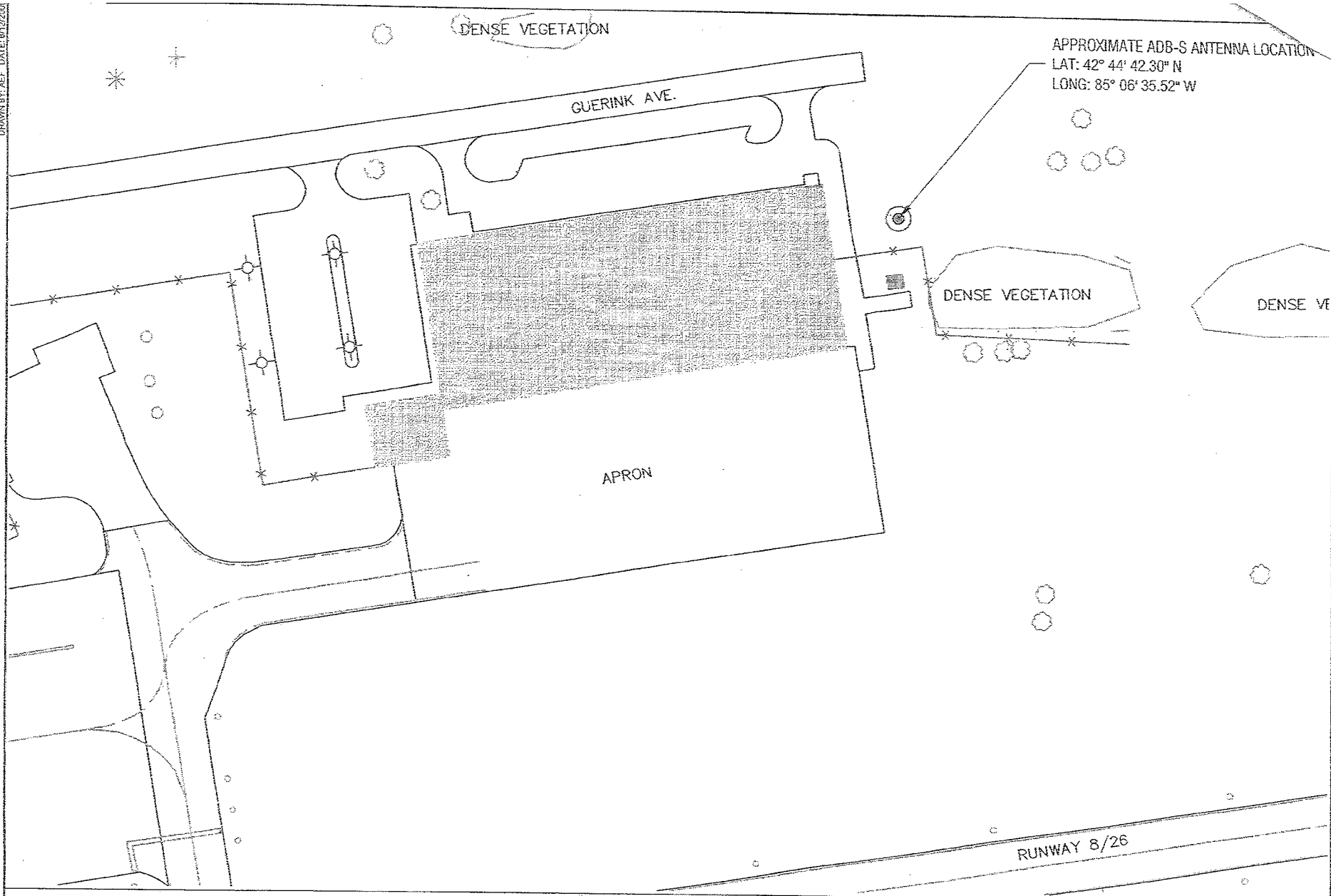
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

DRAWN BY: AEF DATE: 01/12/00



APPROXIMATE ADB-S ANTENNA LOCATION  
 LAT: 42° 44' 42.30" N  
 LONG: 85° 06' 35.52" W

**MEAD  
 HUNT**

**APPROXIMATE ADB-S ANTENNA LOCATION :**

TULIP CITY AIRPORT  
 HOLLAND, MI

**N** ↑  
 SCALE: 1"=100'

ADB-S Antenna



**WEST MICHIGAN AIRPORT AUTHORITY****FUND SUMMARY**

Description	FY-2010 Final Actual	FY-2011 Final Actual	FY-2012 Amended Budget	FY-2012 02/13/12 Revised Est.	FY-2012 04/16/12 Revised Est.	FY-2013 WMAA Adopted	FY-2013 04/16/12 Estimated
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**- - FUNDING SOURCES & USES - -**

## FUNDING SOURCES -

Federal Grants	\$ 138,677	\$ 171,185	\$ 944,300	\$ 643,150	\$ 697,609	\$ 323,000	\$ 323,000
State Grants	\$ 30,336	\$ 31,651	\$ 253,600	\$ 253,175	\$ 257,652	\$ 589,600	\$ 589,600
Property Taxes - Local Units	\$ 257,439	\$ 241,355	\$ 226,000	\$ 227,601	\$ 227,601	\$ 217,300	\$ 217,300
Charges for Services	\$ 95,926	\$ 108,693	\$ 115,600	\$ 116,120	\$ 116,120	\$ 118,340	\$ 118,340
Rentals	129,048	136,079	5,000	7,500	7,500	7,000	7,000
Investment Income	6,604	3,293	136,400	137,600	137,600	139,200	139,200
Other	64,698	71,205	- 0 -	- 0 -	5,280	- 0 -	- 0 -
<b>TOTAL SOURCES</b>	<b>\$ 722,728</b>	<b>\$ 763,461</b>	<b>\$ 1,680,900</b>	<b>\$ 1,385,146</b>	<b>\$ 1,449,362</b>	<b>\$ 1,394,440</b>	<b>\$ 1,394,440</b>

## FUNDING USES -

## Personnel Services -

* Payroll & Fringes - Regular	\$ 31,256	\$ 43,886	\$ 45,000	\$ 45,000	\$ 45,000	\$ 49,000	\$ 49,000
* Payroll & Mandatory Fringes	- 0 -	4,853	23,800	15,000	15,000	13,500	13,500

## Other Current Expenditures -

* Supplies / Maintenance	52,013	117,958	38,100	33,000	40,362	33,500	33,500
* Contractual	237,758	172,783	208,190	186,100	243,370	189,300	189,300
* Other	50,104	36,579	37,500	42,300	42,300	43,500	43,500
Contingency	- 0 -	- 0 -	10,000	- 0 -	- 0 -	10,000	10,000
Capital Outlay	90,975	218,353	1,599,018	1,266,000	1,310,584	1,294,000	1,294,000

<b>TOTAL USES</b>	<b>\$ 462,106</b>	<b>\$ 594,412</b>	<b>\$ 1,961,608</b>	<b>\$ 1,587,400</b>	<b>\$ 1,696,616</b>	<b>\$ 1,632,800</b>	<b>\$ 1,632,800</b>
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**- - FUND EQUITY - -**

<b>INCREASE (DECREASE)</b>	<b>\$ 260,622</b>	<b>\$ 169,049</b>	<b>\$ (280,708)</b>	<b>\$ (202,254)</b>	<b>\$ (247,254)</b>	<b>\$ (238,360)</b>	<b>\$ (238,360)</b>
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## ENDING BALANCE -

Committed for Emergencies	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Committed for Capital Projects	\$ - 0 -	\$ 126,145	\$ 127,100	\$ 142,421	\$ 142,421	\$ 118,040	\$ 118,040
Undesignated / Unreserved	836,723	879,627	597,964	661,097	616,097	447,118	402,118
<b>TOTAL FUND EQUITY</b>	<b>\$ 861,723</b>	<b>\$1,030,772</b>	<b>\$ 750,064</b>	<b>\$ 828,518</b>	<b>\$ 783,518</b>	<b>\$ 590,158</b>	<b>\$ 545,158</b>

# Budget Worksheet Report - FY2013 - AIRPORT

		FY2013 WMAA				
Account Number	Description	2012 Amended Budget	2012 Actual Amount	2012 Estimated Amount	2013 WMAA Recommend	Recomm to FY2012 Est
<b>Fund</b>	<b>Z01</b>					
<b>Revenue</b>						
<b>Department</b>	<b>000</b>					
<u>FEDERAL GRANTS</u>						
420502.23	Federal Grant FAA Entitlement-Capital	\$112,000.00	\$0.00	\$697,609.00	\$192,750.00	-72%
420502.24	Federal Grant FAA Capital	\$832,300.00	\$0.00	\$0.00	\$130,250.00	
<b>Total: FEDERAL GRANTS</b>		<b>\$944,300.00</b>	<b>\$0.00</b>	<b>\$697,609.00</b>	<b>\$323,000.00</b>	<b>-54%</b>
<u>STATE GRANTS</u>						
430502.24	State Grant MDOT State Capital	\$253,600.00	\$0.00	\$257,652.00	\$589,600.00	129%
<b>Total: STATE GRANTS</b>		<b>\$253,600.00</b>	<b>\$0.00</b>	<b>\$257,652.00</b>	<b>\$589,600.00</b>	<b>129%</b>
<u>LOCAL UNIT CONTRIBUTIONS</u>						
450582.C	Contributions from Other Govts From City of Holland	\$184,000.00	\$99,866.84	\$99,867.00	\$92,800.00	-7%
450582.P	Contributions from Other Govts From Park Township	\$0.00	\$30,416.86	\$84,000.00	\$81,500.00	-3%
450582.Z	Contributions from Other Govts From City of Zeeland	\$42,000.00	\$43,734.10	\$43,734.00	\$43,000.00	-2%
<b>Total: LOCAL UNIT CONTRIBUTIONS</b>		<b>\$226,000.00</b>	<b>\$174,017.80</b>	<b>\$227,601.00</b>	<b>\$217,300.00</b>	<b>-5%</b>
<u>CHARGES FOR SERVICES</u>						
460621.9	Fees-Agreements Emergency Services Fee	\$0.00	\$177.11	\$0.00	\$0.00	
460654.1	Franchise Fees FBO Franchise Fees	\$20,500.00	\$9,999.96	\$20,720.00	\$21,340.00	3%
460654.5	Franchise Fees Fuel Flowage Fee	\$68,400.00	\$38,179.61	\$68,400.00	\$69,000.00	1%
460654.7	Franchise Fees Landing Fees	\$26,700.00	\$14,194.01	\$27,000.00	\$28,000.00	4%
<b>Total: CHARGES FOR SERVICES</b>		<b>\$115,600.00</b>	<b>\$62,550.69</b>	<b>\$116,120.00</b>	<b>\$118,340.00</b>	<b>2%</b>
<u>INTEREST AND RENTS</u>						
480665.0	Investment Income General	\$5,000.00	\$3,864.51	\$7,500.00	\$7,000.00	-7%
480665.X	Investment Income Market Adjustment	\$0.00	\$0.00	\$0.00	\$0.00	
480669.24	Rental Hangar Land Lease	\$77,400.00	\$65,823.57	\$77,400.00	\$78,000.00	1%
480669.25	Rental Agricultural Land Lease	\$8,600.00	\$9,225.00	\$9,200.00	\$9,200.00	0%
480669.26	Rental T-Hangars	\$50,400.00	\$26,840.00	\$51,000.00	\$52,000.00	2%
<b>Total: INTEREST AND RENTS</b>		<b>\$141,400.00</b>	<b>\$105,753.08</b>	<b>\$145,100.00</b>	<b>\$146,200.00</b>	<b>1%</b>
<u>OTHER</u>						
490675.0	Private Donations General	\$0.00	\$0.00	\$0.00	\$0.00	
490685.1	Recoveries Insurance	\$0.00	\$5,280.00	\$5,280.00	\$0.00	-100%
<b>Total: OTHER</b>		<b>\$0.00</b>	<b>\$5,280.00</b>	<b>\$5,280.00</b>	<b>\$0.00</b>	<b>-100%</b>
<b>Department Total: General Revenues</b>		<b>\$1,680,900.00</b>	<b>\$347,601.57</b>	<b>\$1,449,362.00</b>	<b>\$1,394,440.00</b>	<b>-4%</b>
Revenue Totals		\$1,680,900.00	\$347,601.57	\$1,449,362.00	\$1,394,440.00	-4%

# Budget Worksheet Report - FY2013 - AIRPORT

FY2013 WMAA

Account Number	Description	2012 Amended Budget	2012 Actual Amount	2012 Estimated Amount	2013 WMAA Recommend	FY2013 WMAA Recomm to FY2012 Est
<b>Fund</b>	<b>Z01</b>					
<b>Expenses</b>						
<b>Department</b>	<b>540</b>					
<u>PERSONNEL SERVICES</u>						
710701.0	Payroll-Regular General	\$0.00	\$21,940.02	\$45,000.00	\$0.00	-100%
710701.3	Payroll-Regular Allocated	\$45,000.00	\$0.00	\$0.00	\$49,000.00	
710707.0	Payroll-Temporary Help General	\$0.00	\$6,526.38	\$15,000.00	\$0.00	-100%
710707.8	Payroll-Temporary Help Allocated	\$23,800.00	\$0.00	\$0.00	\$13,500.00	
<b>Total: PERSONNEL SERVICES</b>		<b>\$68,800.00</b>	<b>\$28,466.40</b>	<b>\$60,000.00</b>	<b>\$62,500.00</b>	<b>4%</b>
<u>OTHER CURRENT EXPENDITURES</u>						
721730.0	Postage General	\$300.00	\$79.67	\$300.00	\$300.00	0%
721740.CAP	Operating Supplies Controlled Items-Capital Type	\$0.00	\$0.00	\$0.00	\$0.00	
721905.0	Photocopies/In-House Printing General	\$300.00	\$31.51	\$200.00	\$200.00	0%
721931.0	Bldg & Grnds Maint General	\$15,000.00	\$968.78	\$10,000.00	\$15,000.00	50%
721933.0	Equipment Maintenance General	\$20,000.00	\$5,237.00	\$20,000.00	\$18,000.00	-10%
721933.INS	Equipment Maintenance Repairs-Insurance Claims	\$2,500.00	\$9,861.93	\$9,862.00	\$0.00	-100%
722801.9010	Contr-Printing/Promo Advertising/Promotional	\$30,000.00	\$19,029.61	\$35,000.00	\$40,000.00	14%
722804.0	Contractual-Legal General	\$7,500.00	\$6,017.53	\$8,500.00	\$8,000.00	-6%
722805.1	Contractual-Finance/Property Independent Audit	\$6,000.00	\$5,800.00	\$5,800.00	\$5,800.00	0%
722805.11	Contractual-Finance/Property Asset Appraisal	\$0.00	\$0.00	\$0.00	\$0.00	
722805.4	Contractual-Finance/Property Financial Service Fees	\$0.00	\$118.80	\$0.00	\$0.00	
722807.2	Contractual-Architect/Engineer Plan Development	\$1,000.00	\$500.00	\$26,580.00	\$1,000.00	-96%
722807.24	Contractual-Architect/Engineer Terminal Study	\$0.00	\$1,800.00	\$500.00	\$1,000.00	100%
722807.5	Contractual-Architect/Engineer Engineering	\$1,000.00	\$0.00	\$0.00	\$0.00	
722807.88	Contractual-Architect/Engineer Terminal Study	\$0.00	\$0.00	\$6,800.00	\$0.00	-100%
722807.9	Contractual-Architect/Engineer Design Tree Clearing	\$0.00	\$4,956.33	\$5,000.00	\$0.00	-100%
722808.8	Contr-Bldgs&Grnds Tree Clearing	\$31,690.00	\$0.00	\$31,690.00	\$0.00	-100%
722808.MOW	Contr-Bldgs&Grnds Mowing	\$16,000.00	\$15,452.88	\$25,000.00	\$20,000.00	-20%
722808.MTCE	Contr-Bldgs&Grnds Maintenance-General Repairs	\$13,000.00	\$8,695.81	\$15,000.00	\$14,000.00	-7%
722808.SNOW	Contr-Bldgs&Grnds Snowplowing	\$60,000.00	\$952.50	\$45,000.00	\$60,000.00	33%
722809.61	Contractual-Misc Contract-Management Services	\$35,000.00	\$15,359.94	\$31,000.00	\$32,000.00	3%
722809.62	Contractual-Misc Airport Manager-Tulip City Air	\$7,000.00	\$3,689.64	\$7,500.00	\$7,500.00	0%
723850.0	Communications Telephone	\$300.00	\$131.23	\$300.00	\$300.00	0%
723860.0	Travel, Conf, Seminars General	\$1,000.00	\$192.58	\$1,000.00	\$1,000.00	0%

# Budget Worksheet Report - FY2013 - AIRPORT

Account Number	Description	2012 Amended Budget	2012 Actual Amount	2012 Estimated Amount	2013 WMAA Recommend	FY2013 WMAA Recomm to FY2012 Est
<b>Fund</b>		<b>Z01</b>				
723910.0	Commercial Insurance Premiums General	\$20,000.00	\$19,669.00	\$19,700.00	\$21,700.00	10%
723920.0	Public Utilities General	\$0.00	\$0.00	\$0.00	\$0.00	
723920.GATE	Public Utilities Fence Gates	\$700.00	\$225.06	\$500.00	\$600.00	20%
723920.LAND	Public Utilities Landing Lights & System	\$4,100.00	\$4,942.84	\$10,000.00	\$8,300.00	-17%
723920.PLOT	Public Utilities Parking Lot Lights	\$900.00	\$403.33	\$800.00	\$900.00	13%
723920.RUNW	Public Utilities Runway Lights	\$5,000.00	\$2,403.76	\$4,800.00	\$5,300.00	10%
723920.THAN	Public Utilities T-Hangars	\$2,000.00	\$1,218.83	\$2,200.00	\$2,400.00	9%
723955.0	Misc. General	\$3,500.00	\$1,350.82	\$3,000.00	\$3,000.00	0%
723961.0	Dues & Subscriptions General	\$0.00	\$70.00	\$0.00	\$0.00	
723963.1	Write-Offs W/O Uncoll Accts Receivable	\$0.00	\$0.00	\$0.00	\$0.00	
723963.2	Write-Offs W/O Uncoll Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	
723964.2	Refunds Property Tax Prior Years	\$0.00	\$14.03	\$0.00	\$0.00	
<b>Total: OTHER CURRENT EXPENDITURES</b>		<b>\$283,790.00</b>	<b>\$129,173.41</b>	<b>\$326,032.00</b>	<b>\$266,300.00</b>	<b>-18%</b>
<b>CAPITAL OUTLAY</b>						
730971.0	Land General	\$954,000.00	\$0.00	\$0.00	\$100,000.00	
730974.0	Land Improvements General	\$564,000.00	\$19,444.52	\$1,310,584.00	\$660,000.00	-50%
730975.0	Buildings & Structures General	\$81,018.00	\$42,303.61	\$0.00	\$534,000.00	
730977.0	Machinery & Equipment General	\$0.00	\$0.00	\$0.00	\$0.00	
730980.0	Office Equipment/Furniture General	\$0.00	\$0.00	\$0.00	\$0.00	
730981.0	Vehicles (Req License Plate) General	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total: CAPITAL OUTLAY</b>		<b>\$1,599,018.00</b>	<b>\$61,748.13</b>	<b>\$1,310,584.00</b>	<b>\$1,294,000.00</b>	<b>-1%</b>
<b>CONTINGENCIES</b>						
770956.0	Contingency General	\$10,000.00	\$0.00	\$0.00	\$10,000.00	
<b>Total: CONTINGENCIES</b>		<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>+++</b>
<b>Department Total: Airport Operations</b>		<b>\$1,961,608.00</b>	<b>\$219,387.94</b>	<b>\$1,696,616.00</b>	<b>\$1,632,800.00</b>	<b>-4%</b>
Revenue Totals:		\$1,680,900.00	\$347,601.57	\$1,449,362.00	\$1,394,440.00	-4%
Expense Totals		\$1,961,608.00	\$219,387.94	\$1,696,616.00	\$1,632,800.00	-4%
<b>Fund Total: WMAA (Airport) General Fund</b>		<b>(\$280,708.00)</b>	<b>\$128,213.63</b>	<b>(\$247,254.00)</b>	<b>(\$238,360.00)</b>	<b>-4%</b>
<b>Revenue Grand Totals:</b>		<b>\$1,680,900.00</b>	<b>\$347,601.57</b>	<b>\$1,449,362.00</b>	<b>\$1,394,440.00</b>	<b>-4%</b>
<b>Expense Grand Totals:</b>		<b>\$1,961,608.00</b>	<b>\$219,387.94</b>	<b>\$1,696,616.00</b>	<b>\$1,632,800.00</b>	<b>-4%</b>
<b>Net Grand Totals:</b>		<b>(\$280,708.00)</b>	<b>\$128,213.63</b>	<b>(\$247,254.00)</b>	<b>(\$238,360.00)</b>	<b>-4%</b>

# Accounts Payable Payment Post Listing

Batch Department / Invoice Department	Bank Account		Check Date	Starting Check Number		
201 Finance	PAYABLES ACCOUNT		05/31/2012	6312		
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
201 Finance						
	234 - FIFTH THIRD BANK - CREDIT CARD	2012-00002222	WMRA CREDIT CARD PURCHASE	05/31/2012	05/31/2012	152.74
Total Selected Invoices: 1						\$152.74

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

Batch Department / Invoice Department		Bank Account		Check Date	Starting Check Number	
201 Finance		PAYABLES ACCOUNT		05/24/2012	6200	
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
201 Finance						
	105 - ALLEGAN COUNTY TREASURER	161-A	MAY 2012-NEW WEST INDUST& - DARBY/BOR/TT CHARGEBACK	05/24/2012	05/24/2012	295.89
	101 - CUNNINGHAM DALMAN P.C.	187828	WMRA- ARPIL 2012 BILLING GENERAL MATTERS-PROF SVCS RENDERED	04/30/2012	05/24/2012	178.64
	146 - HOLLAND BOARD OF PUBLIC WORKS	2012-00002178	AIRPORT MONTHLY BILLING	05/24/2012	05/24/2012	808.47
Total Selected Invoices: 3						\$1,283.00

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 05/23/2012

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>						
Check	05/24/2012	6200	Accounts Payable	ALLEGAN COUNTY TREASURER		295.89
	Invoice		Date	Description		Amount
		161-A	05/24/2012	MAY 2012-NEW WEST INDUST& - DARBY/BOR/TT CHARGEBACK		295.89
Check	05/24/2012	6201	Accounts Payable	CUNNINGHAM DALMAN P.C.		178.64
	Invoice		Date	Description		Amount
		187828	04/30/2012	WMRA- ARPIL 2012 BILLING GENERAL MATTERS-PROF SVCS RENDERED		178.64
Check	05/24/2012	6202	Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		808.47
	Invoice		Date	Description		Amount
		2012-00002178	05/24/2012	AIRPORT MONTHLY BILLING		808.47
CITY AP PAYABLES ACCOUNT Totals:				Transactions: 3		\$1,283.00
Checks:		3		\$1,283.00		

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

Batch Department / Invoice Department	Bank Account	Check Date	Starting Check Number			
201 Finance	PAYABLES ACCOUNT	05/17/2012	6082			
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
201 Finance						
	101 - CUNNINGHAM DALMAN P.C.	187680	WMRA-TOP NOTCH AGREEMENT-PROF SVCS RENDERED	05/09/2012	05/17/2012	24.36
	316 - MEAD & HUNT INC	228522	WMRA-ILS BIV CA REHAB INSTRUMENT LANDING SYSTEM	05/10/2012	05/17/2012	2,779.37
	447 - SIGNS NOW	33672	WMRA-PARADE BANNER	05/10/2012	05/17/2012	261.21
	266 - WAHMHOF MELISSA	403	WMRA-REPLENISH PETTY CASH	05/17/2012	05/17/2012	142.30
	Total Selected Invoices: 4					\$3,207.24



City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 05/16/2012

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>						
Check	05/17/2012	6082	Accounts Payable	CUNNINGHAM DALMAN P.C.		24.36
	Invoice		Date	Description		Amount
		187680	05/09/2012	WMRA-TOP NOTCH AGREEMENT-PROF SVCS RENDERED		24.36
Check	05/17/2012	6083	Accounts Payable	MEAD & HUNT INC		2,779.37
	Invoice		Date	Description		Amount
		228522	05/10/2012	WMRA-ILS BIV CA REHAB INSTRUMENT LANDING SYSTEM		2,779.37
Check	05/17/2012	6084	Accounts Payable	SIGNS NOW		261.21
	Invoice		Date	Description		Amount
		33672	05/10/2012	WMRA-PARADE BANNER		261.21
Check	05/17/2012	6085	Accounts Payable	WAHMHOFF , MELISSA		142.30
	Invoice		Date	Description		Amount
		403	05/17/2012	WMRA-REPLENISH PETTY CASH		142.30
CITY AP PAYABLES ACCOUNT Totals:				Transactions: 4		\$3,207.24
Checks:		4		\$3,207.24		

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 05/30/2012

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>						
Check	05/31/2012	6312	Accounts Payable	FIFTH THIRD BANK - CREDIT CARD		152.74
	Invoice		Date	Description		Amount
	2012-00002222		05/31/2012	WMRA CREDIT CARD PURCHASE		152.74
CITY AP PAYABLES ACCOUNT Totals:				Transactions: 1		\$152.74
Checks:		1		\$152.74		

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

Batch Department / Invoice Department		Bank Account	Check Date	Starting Check Number		
201 Finance		PAYABLES ACCOUNT	05/10/2012	5962		
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
201 Finance						
	159 - FRIS OFFICE OUTFITTERS	444040	WMRA OFC SUPPLIES	04/30/2012	04/30/2012	87.13
	146 - HOLLAND BOARD OF PUBLIC WORKS	69457	WMRA MONTHLY UTILITIES CHARGES	04/30/2012	04/30/2012	99.50
	1103 - ROBINSON GREG	2012-00002102	REIMBURSE FOR MILEAGE 1/9-4/17/12	04/17/2012	04/30/2012	17.76
	322 - TULIP CITY AIR SERVICE INC	2012-00002103	APRIL 2012- SVCS	04/30/2012	04/30/2012	8,956.61
Total Selected Invoices: 4						\$9,161.00

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 05/09/2012

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>						
Check	05/10/2012	5962	Accounts Payable	FRIS OFFICE OUTFITTERS		87.13
	Invoice		Date	Description		Amount
		444040	04/30/2012	WMRA OFC SUPPLIES		87.13
Check	05/10/2012	5963	Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		99.50
	Invoice		Date	Description		Amount
		69457	04/30/2012	WMRA MONTHLY UTILITIES CHARGES		99.50
Check	05/10/2012	5964	Accounts Payable	ROBINSON , GREG		17.76
	Invoice		Date	Description		Amount
		2012-00002102	04/17/2012	REIMBURSE FOR MILEAGE 1/9-4/17/12		17.76
Check	05/10/2012	5965	Accounts Payable	TULIP CITY AIR SERVICE INC		8,956.61
	Invoice		Date	Description		Amount
		2012-00002103	04/30/2012	APRIL 2012- SVCS		8,956.61
CITY AP PAYABLES ACCOUNT Totals:				Transactions: 4		\$9,161.00
Checks:		4		\$9,161.00		

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

Batch Department / Invoice Department		Bank Account	Check Date		Starting Check Number	
201 Finance		PAYABLES ACCOUNT	05/03/2012		5959	
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
201 Finance						
	137 - ALLEGRA PRINT & IMAGING	94208	WMRA-FLYERS	04/24/2012	04/30/2012	182.84
	447 - SIGNS NOW	33624	WMRA- VINYL BANNER	04/25/2012	04/30/2012	110.94
	800 - STATE OF MICHIGAN	WA 343578	WMRA-AIRPORT WEATHER OBSERVATION AND DATA SYSTEM	04/20/2012	04/30/2012	118.50
Total Selected Invoices: 3						\$412.28

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 05/02/2012

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>						
Check	05/03/2012	5959	Accounts Payable	ALLEGRA PRINT & IMAGING		182.84
	Invoice		Date	Description		Amount
		94208	04/24/2012	WMRA-FLYERS		182.84
Check	05/03/2012	5960	Accounts Payable	SIGNS NOW		110.94
	Invoice		Date	Description		Amount
		33624	04/25/2012	WMRA- VINYL BANNER		110.94
Check	05/03/2012	5961	Accounts Payable	STATE OF MICHIGAN		118.50
	Invoice		Date	Description		Amount
		WA 343578	04/20/2012	WMRA-AIRPORT WEATHER OBSERVATION AND DATA SYSTEM		118.50
CITY AP PAYABLES ACCOUNT Totals:				Transactions: 3		\$412.28
Checks:		3		\$412.28		