West Michigan Airport Authority

Meeting Agenda

February 9, 2015

11:30am – 1:00pm

Park Township Offices, 52 – 152nd Avenue

1. Public Comments.
2. Consideration of the January 12, 2015 Meeting Minutes. (Action Required)
3. FBO Report.
4. Progress on the Airport Business Center and New Apron Projects:
   A. Scope of new apron. (Mead & Hunt)
   B. Status of final building design.
   C. Property acquisition closing.
5. Review of Fiscal Year 2016 Budget Action Plan.
6. Set 2015 Fuel Flowage Fee.
7. Communications Committee Update.
8. Election of Officers for 2015.
9. Monthly Budget and Investment Report. (Accept as Information)
10. Other Business: Chart on Airport Expenses
11. Next meeting: March 9, 2015, 11:30 a.m., at Westshore Aviation.
12. 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

West Michigan Airport Authority
Proposed Meeting Minutes
January 12, 2015

The West Michigan Airport Authority Board met at the Howard Miller Library in the City of Zeeland.

Present: Authority Members Klunder, Klynstra, Hoogland, Wiersma, Martin, Dykstra, Sylte, Matthysse, and Ex-Officio Members Disselkoen & Storey

Absent: Authority Member Toscano and Students VanderKolk and DeLeau

Others Present: Final Airport Business Center Design Committee Member Stroop, FBO Ludema, Communications Assistant Scholten, Airport Authority Manager Robinson and Executive Assistant Babinec

Chairperson Klunder called the meeting to order at 11:35 a.m. and welcomed the Board Members to the City of Zeeland.

15.01.01 Public Comments

There were no public comments expressed at this meeting.

15.01.02 Consideration of the December 8, 2014 Regular & Closed Session Minutes

It was moved by Klynstra and supported by Matthysse to approve the December 8, 2014 regular meeting and closed session minutes as presented. This motion was unanimously adopted.

15.01.03 FBO Report

FBO Ludema gave a report on the status of the FBO activities, describing fuel sales and miscellaneous activities. He also reported that the airport was closed for a short time to allow crews to remove the snow from the runway. Mr. Ludema also introduced Mike Krzciok who will be assisting him with airport and charter services at Tulip City Air Services. Mr. Krzciok has held several management positions in the aviation industry as well as FBO services. Mr. Krzciok has a Bachelor's degree in Aviation Management from Western Michigan University. The Board welcomed him to his new position at Tulip City Air Service.

This report was accepted as information.

15.01.04 Progress on the Airport Business Center and New Apron Projects

Airport Authority Manager Robinson advised that an update on the Airport Business Center and New Apron Projects was included in the meeting packet. A detailed design for the Business Center and new apron are anticipated to be presented to the Board at the March meeting; and the final design and construction drawings at the April 2015 Board meeting. The funds for the design of the apron and infrastructure projects are expected to be approved by the Aeronautics Commission at the March 2015 meeting.

This report was accepted as information

15.01.05 Progress on the Fiscal Year 2015 Action Plan. (Enclosure)

Mr. Robinson updated the Board on the Fiscal Year 2015 Action Plan accomplishments and activities. The new Airport Business Center and Apron projects have required nearly all of Mr. Robinson's time and it is expected that this time demand will continue throughout the projects. As a result, it is intended that the various Airport Authority staff and Airport Manager will be meeting during January 2015 to determine the means for completing items such as conducting business development activities at the airport; evaluating the possibility of constructing a new public hangar; T-hangar rates, maintenance and having more interaction with the t-hangars tenants; options for ILS maintenance; updating the Airport Emergency Plan; and a crack sealing and paint marking program. Mr. Ludema suggested that the Storm Water Protection Plan should be evaluated in the near future since it was last updated in 2012.

This report was accepted as information.

15.01.06 Review of Fiscal Year 2016 Budget Preparation Timelines.

Mr. Robinson presented the proposed schedule for preparation and approval of the Fiscal Year 2016 (July 1, 2015 – June 30, 2016) budget.

This report was accepted as information.

15.01.07 Appointment to Operations Committee.

Board Member Matthysse advised that he currently serves on the Building and Development Committee and on the Operations Committee, and that he only would like to remain on the Building & Development Committee. Chairperson Klunder on behalf of the Board thanked Mr. Matthysse for his fresh ideas and valuable insight; and suggested that Board Member Russ Sylte be appointed to the Operations Committee.

It was moved by Wiersma and supported by Martin to appoint Russ Sylte to the Operations Committee. This motion was unanimously adopted.

15.01.07A Review of WMAA Organizational Chart update.

Mr. Robinson reviewed the structure of the Authority and advised that currently the Authority maintains three (3) contracts (Contract with the Authority Manager, the Management Contract with the City of Holland; and the FBO Airport Manager contract). Mr. Robinson also advised that a new Airport Business Center Final Design Team has been added to the organizational chart.

15.01.07B Board member terms.

Mr. Robinson reviewed the Board member's expiring terms as requested by the Chairperson at the last meeting.

15.01.08 Communications Committee Update.

Ms. Scholten reviewed the communications report that included an update on social media. The WMRA e-Newsletter is scheduled for release in March 2015. Ms. Scholten and the Communications Committee are working on the fundraising campaign for the new Business Center project as well as an airport information post card.

This report was accepted as information.

15.01.09 Monthly Budget and Investment Report.

Mr. Robinson highlighted various items in the monthly budget and investment report.

It was moved by Wiersma and supported by Matthysse to accept the monthly budget and investment report as presented.

15.01.10 Other Business

The Board took a moment to thank Jim Stroop for his contribution over the past months as a member of the Final Airport Business Center Design Team.

February 18 & 19 Michigan Airports Conference

Mr. Robinson reminded the Authority members of the Michigan Airports Conference in Lansing on February 18 and 19. He asked members to contact Ms. Babinec if they are interested in attending.

15.01.11 Next meeting: Feb. 9th, 11:30 a.m., at the Park Township Offices, 52 – 152nd Ave.

15.01.12 Adjournment

There being no further business, the meeting was adjourned at 12:15 p.m.

Respectfully submitted,

Jim Wiersma
Secretary

Total Fuel Gallons Delivered	Current Month Jan-15	One Year ago Jan-14	Fiscal Year To Date 10/1/14- 9/30/15	F/Y to Date Compared 2014
	39,250	40,643	233,020	57,444

Transplant Flights **0**

Wings Of Mercy Flights

Freight Flights From/To Holland **3**

FREIGHT WEIGHT **1386 lbs.**

NUMBER OF PARTS IF KNOWN 2 skids+10 boxes

Notable Activities

Airport Business Center Funding Status

December 15, 2014

	Estimated Cost	Federal	MDOT	MEDC	WMAA	Contributions
Land						
Property Acquisition	$ 581,000	$ -	$ 468,000	$ -	$ 113,000	$ -
Wetland Credits	50,000	45,000	2,500	-	2,500	-
Building (8,500 sq ft @ $200/sq ft)						
Design	180,634	-	162,571	-	18,063	-
Construction	1,700,000	-	500,000	1,150,000	50,000	-
Contingency	150,000			150,000		
Furnishings	150,000	-	-	-	-	150,000
Apron and Infrastructure						
Design	225,936	203,342	11,297	-	11,297	-
Site work construction	865,000	778,500	43,250	-	43,250	-
Apron construction	2,500,000	1,710,000	95,000	-	410,000	285,000
Building demo & site restoration						
Total	**$ 6,402,570**	**$ 2,736,842**	**$ 1,282,618**	**$ 1,300,000**	**$ 648,110**	**$ 435,000**

Airport Business Center Funding Status

January 27, 2015

	Estimated Cost	Federal	MDOT	MEDC	WMAA	Contributions
Land						
Property Acquisition	$ 581,000	$ -	$ 468,000	$ -	$ 113,000	$ -
Wetland Credits	50,000	45,000	2,500	-	2,500	-
Building (8,500 sq ft @ $200/sq ft)						
Design	180,634	-	162,571	-	18,063	-
Construction	1,700,000	-	500,000	1,150,000	50,000	-
Contingency	150,000			150,000		
Furnishings	150,000	-	-	-	-	150,000
Apron and Infrastructure						
Design	225,936	203,342	11,297	-	11,297	-
Site work construction	865,000	778,500	43,250	-	43,250	-
Apron construction	2,900,000	1,710,000	95,000	-	410,000	685,000
Building demo & site restoration						
Total	**$ 6,802,570**	**$ 2,736,842**	**$ 1,282,618**	**$ 1,300,000**	**$ 648,110**	**$ 835,000**

West Michigan Airport Authority

Fiscal Year 2016 (July 1, 2015 – June 30, 2016) Action Plan

February 5, 2015

Mission Statement

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

Fiscal Year 2016 Action Plan

1. New Airport Business Center:
    a. Construct the Airport Business Center. (Begin August 2015)
    b. Construct the new apron. (Begin August 2015)
    c. Move into the new Airport Business Center. (April 2016)
2. Remove the existing airport office building and, perhaps, a portion of this parking lot, and conduct site restoration for this airport entrance. (May 2016)
3. Evaluate the Authority staffing structure and revise as needed. (February 2016)
4. Provide a centralized location at the new Airport Business Center for all Airport Authority documents and reference materials. (May 2016)
5. Prepare a preliminary design, cost estimate and business plan for an additional public hangar building. (January 2016)
6. Prepare a crack sealing and paint marking program. (June 2016)
7. Revise the airport Stormwater Management Plan upon completion of the Airport Business Center and Apron projects if necessary. (June 2016)
8. Work with the Holland City Planning Commission on the preparation of an updated Master Plan for the area around the airport. (June 2016)
9. Communications:
    a. Organize a ribbon cutting event for the new Airport Business Center.
    b. Coordinate informational displays for the interior of the Airport Business Center.
    c. Participate in at least three community events.
    d. Distribute information on airport activities through videos, website updates, periodic newsletters, media releases and community presentations.
    e. Continue to be active in social media venues such as Facebook and Twitter.
    f. Provide updates to member units on activities of the Authority.
    g. Interact with airport tenants and users on airport activities, needs and matters of interest.

West Michigan Airport Authority

Fiscal Year 2015 (July 1, 2014 – June 30, 2015) Action Plan

PROGRESS REPORT

February 5, 2015

Mission Statement

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

Fiscal Year 2015 Action Plan

1. New Airport Business Center:
    a. Complete property acquisition. (Complete in September 2014)
    The process has been completed and it is expected that the closing will occur in March 2015.
    b. Prepare construction drawings for apron and infrastructure. (Complete in October 2014)
    The Board has approved the design contract with Mead & Hunt and the Michigan Aeronautics Commission (MAC) is expected to approve the design grant at its March 2015 meeting. This design work is underway and should be completed in April 2015. The delay in the timing of this work is due to finalizing the land acquisition.
    c. Prepare construction drawings for the building. (Complete in October 2014)
    The Board has approved the design contract with Mead & Hunt/Progressive AE and this work is well underway. A Final Design Team has been established and the Board has received a presentation on its preliminary work. The MAC has approved the grant for this design work, but the WMAA is awaiting the grant documents for approval. This design work should be completed in April 2015. The delay in the timing of this work is due to finalizing the land acquisition.
    d. Bid construction of the three construction projects. (December 2014)
    It is hoped that these projects can be bid in early summer 2015, but this will depend on MDOT approval of the construction drawings and whether MDOT or the WMAA will be bidding the project.
    e. Begin construction of the three projects. (March 2015)

The intent is to begin construction before the end of summer 2015.

There has not yet been much progress on Action Plan items 2 – 7. The new Airport Business Center and Apron projects have required nearly all of the time of the Airport Authority Manager and it is expected that this time demand will continue throughout the projects. The various staff working on Authority activities met recently to discuss the best means for accomplishing these items and it is expected that significant progress or completion will occur on most of these prior to the end of the fiscal year.

2. Reorganize staff or work with another area organization to conduct Business Development activities at the airport. (July 2014)
3. Prepare a preliminary design, cost estimate and business plan for an additional public hangar building. (August 2014)
4. Evaluate options for maintenance of the Instrument Landing System and if it is decided to remain with the current maintenance provider, then update the agreement. (September 2014)
5. Evaluate the public T hangar lease rate, utility costs, maintenance needs and use of the hangars. (November 2014)
6. Interact on a more regular basis with public T hangar and land lease tenants to understand their needs and vision for the airport. (August 2014)
7. Review and update the Airport Emergency Plan. (September 2014)
8. Prepare a crack sealing and paint marking program. (October 2014)
   It has been determined that this work is not necessary during this fiscal year.
9. Communications:
   a. Participate in at least three community events.
      Participation in at least two events has occurred already and this objective should be met in May 2015.
   b. Distribute information on airport activities through videos, website updates, periodic newsletters, media releases and community presentations.
      E-newsletters have been prepared and the website has been updated. Also, a presentation on the airport has been made to the morning Rotary Club.
   c. Continue to be active in social media venues such as Facebook and Twitter.
      The Communications Coordinator remains active on Facebook and Twitter and has substantially increased the number of Facebook likes in the past six months.
   d. Provide updates to member units on activities of the Authority.
      This has not yet occurred on a formal basis, but at a recent Communications Committee meeting, it was suggested that the appointed governmental representatives on the WMAA Board could provide these updates to their individual Board/Councils.

Item. 6

February 9, 2015

To: West Michigan Airport Authority Board.
From: Greg Robinson, Airport Authority Manager.
Subject: 2015 Fuel Flowage Fee.

Since fiscal year 2004, a flowage fee has been applied to every gallon of fuel sold at West Michigan Regional Airport. This flowage fee and airport landing fees have been used to offset airport maintenance expenses such snowplowing, mowing, maintenance of the lighting system and utilities. Each year, the Authority Board reviews and sets a flowage fee for the ensuing 12 months and it is now time to do so for the coming months.

Attached to this report is a table of information relating to the flowage fee that was evaluated by the Authority's Operations Committee. The Committee is recommending that the fuel flowage fee be .10 cents per gallon for the next 12 months. This fee was increased to 10 cents for 2014 and had been at 9.5 cents per gallon for the previous six years. Even with this proposed fee, the Authority will be subsidizing the maintenance expenses; however, the increase recommended is competitive with flowage fees being charged at other airports in the region.

Covering expenses depends upon the number of gallons sold, the amount of landing fees, and the actual costs for snowplowing, mowing, light replacements, general maintenance and utilities. These are the unknowns at this point and there could ultimately be a surplus or a shortfall at the end of the fiscal year.

Recommendation

It is recommended that the West Michigan Airport Authority Board approve a fuel flowage fee of .10 cents per gallon until February 29, 2016.

Attachments

DATE: **February 9, 2015**

SUBJECT: **WMAA Communications Committee Board Update**

Item 7.

Tier 1 *(most important)*

UPDATE WEBSITE ON A CONTINUAL BASIS

- Please check the new WMRA website for news and updates. (www.WestMichiganRegionalAirport.com)

SOCIAL NETWORKING

- WMRA's Facebook page is online listed as "West Michigan Regional Airport." Please take a moment to visit and "Like" the page, make a comment, and share with colleagues, friends and family.

  The WMRA Facebook page has grown to 1,260 "Likes" (from 1,092 "Likes" last month).

Recent Facebook post and comments from viewers

- WMRA's Twitter microblogging account is up and "Tweeting." Please join in and add your "Tweets."

Tier 2 *(important)*

PRESS RELEASES/NEWS ARTICLES

- When needed

2014 PARADES & EVENTS

- **Tulip Time Muziekparade:** Saturday, May 9, 2015 (fifth consecutive year)
  The float received a Director's Award from the Tulip Time Board in 2013.
- **Wings of Mercy CareAffaire**: Saturday, August 22, 2015
  The 2014 Wings of Mercy CareAffaire video can be viewed at: http://youtu.be/1t-hLGC35vY
- **Zeeland's Magical Christmas Parade**: Monday, November 30, 2015

- **Holland's Parade of Lights:** Tuesday, December 1, 2015

PRESENTATIONS/SPEAKING ENGAGEMENTS

- Informational "Airport Business Center" presentations are being scheduled for governmental units.

  Please let a Communications Committee member know if a business or organization is interested in scheduling an airport presentation or speaking engagement.

TIER 3 *(less important)*

eNEWSLETTER

- Karen is designing/writing the WMRA eNews scheduled for March 2015.

WMAA Postcard to the Community

- Karen is designing/writing the WMRA "Postcard to the Community" scheduled for March 2015.

Please contact Karen if you have any questions or comments.
k.scholten@cityofholland.com O 616.355.1305 H 616.399.8509

Budget Performance Report

Fiscal Year to Date 02/02/15
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	**Z01 - WMAA (Airport) General Fund**									
REVENUE										
Department	**000 - General Revenues**									
400420.0	Prior Year Taxes MTT Adjustments	.00	.00	.00	.00	.00	.00	.00	+++	101.24
420502.23	Federal Grant FAA Entitlement-Capital	249,250.00	.00	249,250.00	.00	.00	.00	249,250.00	0	.00
420502.24	Federal Grant FAA Capital	15,350.00	.00	15,350.00	.00	.00	.00	15,350.00	0	34,372.93
430502.24	State Grant MDOT State Capital	1,210,300.00	.00	1,210,300.00	.00	.00	.00	1,210,300.00	0	20,453.28
450582.C	Contributions from Other Govts From City of Holland	104,813.00	.00	104,813.00	.00	.00	97,609.65	7,203.35	93	98,963.65
450582.P	Contributions from Other Govts From Park Township	90,000.00	.00	90,000.00	.00	.00	51,161.02	38,838.98	57	90,267.60
450582.Z	Contributions from Other Govts From City of Zeeland	48,100.00	.00	48,100.00	.00	.00	51,634.79	(3,534.79)	107	47,797.62
460621.9	Fees-Agreements Emergency Services Fee	.00	.00	.00	.00	.00	177.55	(177.55)	+++	175.85
460654.1	Franchise Fees FBO Franchise Fees	22,200.00	.00	22,200.00	.00	.00	12,716.69	9,483.31	57	20,599.46
460654.5	Franchise Fees Fuel Flowage Fee	55,000.00	.00	55,000.00	.00	.00	37,765.34	17,234.66	69	63,367.81
460654.7	Franchise Fees Landing Fees	27,000.00	.00	27,000.00	.00	.00	12,988.30	14,011.70	48	23,759.68
480665.0	Investment Income General	4,000.00	.00	4,000.00	.00	.00	3,234.40	765.60	81	5,506.72
480665.X	Investment Income Market Adjustment	.00	.00	.00	.00	.00	.00	.00	+++	2,554.64
480669.24	Rental Hangar Land Lease	86,000.00	.00	86,000.00	.00	.00	83,254.72	2,745.28	97	91,001.23
480669.25	Rental Agricultural Land Lease	11,400.00	.00	11,400.00	.00	.00	11,200.38	199.62	98	11,129.04
480669.26	Rental T-Hangars	55,000.00	.00	55,000.00	.00	.00	25,840.00	29,160.00	47	56,540.00
490692.0	Miscellaneous General	.00	.00	.00	.00	.00	100.00	(100.00)	+++	.00
	Department **000 - General Revenues** Totals	$1,978,413.00	$0.00	$1,978,413.00	$0.00	$0.00	$387,682.84	$1,590,730.16	20%	$566,590.75
Department	**541 - Airport Business Center Project**									
490675.AIR	Private Donations WMAA - From Companies	.00	.00	.00	.00	.00	7,500.00	(7,500.00)	+++	.00
	Department **541 - Airport Business Center Project** Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$7,500.00	($7,500.00)	+++	$0.00
	REVENUE TOTALS	$1,978,413.00	$0.00	$1,978,413.00	$0.00	$0.00	$395,182.84	$1,583,230.16	20%	$566,590.75
EXPENSE										
Department	**540 - Airport Operations**									
710701.0	Payroll-Regular General	.00	.00	.00	.00	.00	3,134.00	(3,134.00)	+++	.00
710701.3	Payroll-Regular Allocated	61,400.00	.00	61,400.00	.00	.00	.00	61,400.00	0	60,630.00
710707.0	Payroll-Temporary Help General	.00	.00	.00	.00	.00	9,942.90	(9,942.90)	+++	.00
710707.8	Payroll-Temporary Help Allocated	13,000.00	.00	13,000.00	.00	.00	.00	13,000.00	0	13,138.83
711716.1	Insurance Health	.00	.00	.00	.00	.00	5,076.06	(5,076.06)	+++	.00
712715	Employer FICA/Medicare Contribution	.00	.00	.00	.00	.00	1,000.40	(1,000.40)	+++	.00
712723	Unemployment Comp Insurance	.00	.00	.00	.00	.00	13.78	(13.78)	+++	.00
712724	Workers Comp Insurance	.00	.00	.00	.00	.00	4.05	(4.05)	+++	.00
721730.0	Postage General	100.00	.00	100.00	.00	.00	6.63	93.37	7	6.50
721740.0	Operating Supplies General	.00	.00	.00	.00	.00	174.67	(174.67)	+++	.00
721740.CAP	Operating Supplies Controlled Items-Capital Type	.00	.00	.00	.00	.00	681.14	(681.14)	+++	.00
721905.0	Photocopies/In-House Printing General	100.00	.00	100.00	.00	.00	4.46	95.54	4	30.27
721931.0	Bldg & Grnds Maint General	15,000.00	.00	15,000.00	.00	.00	10,556.00	4,444.00	70	6,292.00
721933.0	Equipment Maintenance General	18,000.00	.00	18,000.00	.00	.00	8,192.00	9,808.00	46	21,030.50

Budget Performance Report

Fiscal Year to Date 02/02/15
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	**Z01 - WMAA (Airport) General Fund**									
EXPENSE										
Department	**540 - Airport Operations**									
722801.9010	Contr-Printing/Promo Advertising/Promotional	30,000.00	.00	30,000.00	.00	.00	2,055.19	27,944.81	7	19,679.82
722804.0	Contractual-Legal General	5,000.00	.00	5,000.00	.00	.00	10,103.60	(5,103.60)	202	2,823.02
722805.1	Contractual-Finance Independent Audit	6,200.00	.00	6,200.00	.00	.00	5,500.00	700.00	89	6,500.00
722805.4	Contractual-Finance Financial Service Fees	.00	.00	.00	.00	.00	154.63	(154.63)	+++	248.72
722807.2	Contractual-Architect/Engineer Plan Development	.00	.00	.00	.00	.00	.00	.00	+++	194.88
722807.5	Contractual-Architect/Engineer Engineering	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	500.00
722808.MOW	Contr-Bldgs&Grnds Mowing	25,000.00	.00	25,000.00	.00	.00	13,449.25	11,550.75	54	23,507.13
722808.MTCE	Contr-Bldgs&Grnds Maintenance-General Repairs	17,000.00	.00	17,000.00	.00	.00	14,473.06	2,526.94	85	24,712.06
722808.SNOW	Contr-Bldgs&Grnds Snowplowing	55,000.00	.00	55,000.00	.00	.00	8,362.38	46,637.62	15	82,174.88
722809.61	Contractual-Misc Contract-Management Services	32,000.00	.00	32,000.00	.00	.00	15,913.35	16,086.65	50	25,990.00
722809.62	Contractual-Misc Airport Manager-Tulip City Air	4,000.00	.00	4,000.00	.00	.00	2,537.16	1,462.84	63	3,122.99
723850.0	Communications Telephone	300.00	.00	300.00	.00	.00	129.28	170.72	43	300.07
723860.0	Travel, Conf, Seminars General	1,000.00	.00	1,000.00	.00	.00	603.92	396.08	60	942.71
723910.0	Commercial Insurance Premiums General	19,700.00	.00	19,700.00	.00	.00	19,276.00	424.00	98	18,726.00
723920.GATE	Public Utilities Fence Gates	350.00	.00	350.00	.00	.00	256.10	93.90	73	282.37
723920.LAND	Public Utilities Landing Lights & System	4,500.00	.00	4,500.00	.00	.00	2,133.51	2,366.49	47	3,833.98
723920.PLOT	Public Utilities Parking Lot Lights	750.00	.00	750.00	.00	.00	457.19	292.81	61	605.53
723920.RUNW	Public Utilities Runway Lights	3,500.00	.00	3,500.00	.00	.00	2,993.22	506.78	86	4,084.19
723920.THAN	Public Utilities T-Hangars	2,500.00	.00	2,500.00	.00	.00	1,841.43	658.57	74	2,954.67
723942.0	Building Rental/Lease General	.00	.00	.00	.00	.00	500.00	(500.00)	+++	.00
723955.0	Misc. General	2,200.00	.00	2,200.00	.00	.00	1,957.30	242.70	89	1,386.42
723961.0	Dues & Subscriptions General	.00	.00	.00	.00	.00	365.00	(365.00)	+++	70.00
723963.2	Write-Offs W/O Uncoll Property Taxes	.00	.00	.00	.00	.00	.00	.00	+++	(35.87)
723964.2	Refunds Property Tax Prior Years	.00	.00	.00	.00	.00	3.53	(3.53)	+++	25.46
730971.0	Land General	944,000.00	.00	944,000.00	.00	.00	.00	944,000.00	0	.00
730974.0	Land Improvements General	.00	.00	.00	.00	.00	.00	.00	+++	75,412.18
730975.0	Buildings & Structures General	641,000.00	.00	641,000.00	.00	.00	.00	641,000.00	0	3,600.00
730980.0	Office Equipment/Furniture General	.00	.00	.00	.00	.00	125.74	(125.74)	+++	.00
770956.0	Contingency General	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
	Department **540 - Airport Operations** Totals	$1,912,600.00	$0.00	$1,912,600.00	$0.00	$0.00	$141,976.93	$1,770,623.07	7%	$402,769.31
	EXPENSE TOTALS	$1,912,600.00	$0.00	$1,912,600.00	$0.00	$0.00	$141,976.93	$1,770,623.07	7%	$402,769.31
	Fund **Z01 - WMAA (Airport) General Fund** Totals									
	REVENUE TOTALS	1,978,413.00	.00	1,978,413.00	.00	.00	395,182.84	1,583,230.16	20	566,590.75
	EXPENSE TOTALS	1,912,600.00	.00	1,912,600.00	.00	.00	141,976.93	1,770,623.07	7	402,769.31
	Fund **Z01 - WMAA (Airport) General Fund** Totals	$65,813.00	$0.00	$65,813.00	$0.00	$0.00	$253,205.91	($187,392.91)		$163,821.44
	Grand Totals									

Budget Performance Report

Fiscal Year to Date 02/02/15
Exclude Rollup Account

REVENUE TOTALS	1,978,413.00	.00	1,978,413.00	.00	.00	395,182.84	1,583,230.16	20	566,590.75
EXPENSE TOTALS	1,912,600.00	.00	1,912,600.00	.00	.00	141,976.93	1,770,623.07	7	402,769.31
Grand Totals	$65,813.00	$0.00	$65,813.00	$0.00	$0.00	$253,205.91	($187,392.91)		$163,821.44

Trial Balance Listing

Through 02/02/15
Detail Balance Sheet Listing
Exclude Rollup Account

Account	Account Description	Balance Forward	YTD Debits	YTD Credits	Ending Balance	Prior Year YTD Balance
Fund	**Z01 - WMAA (Airport) General Fund**					
CURRENT ASSETS						
110001.675	Cash Due from Cash/Inv Pool	927,498.83	398,116.34	150,859.76	1,174,755.41	939,663.36
113040.0	Accounts Receivable General	12,581.38	179,845.09	188,506.13	3,920.34	3,900.48
114026.2008	Taxes Receivable 2008	.00	.00	.00	.00	22.64
114026.2009	Taxes Receivable 2009	20.95	.00	.00	20.95	21.39
114026.2010	Taxes Receivable 2010	62.40	.00	.00	62.40	90.71
114026.2011	Taxes Receivable 2011	72.56	.00	.00	72.56	120.10
114026.2012	Taxes Receivable 2012	82.25	.00	39.50	42.75	91.11
114026.2013	Taxes Receivable 2013	54.46	.00	6.53	47.93	.00
114027.2012	IFT Taxes Receivable 2012	40.65	.00	.00	40.65	40.65
114031	Allowance for Uncollectible Taxes	(308.15)	.00	.00	(308.15)	(311.78)
118123.I	Prepaid Items Insurance	8,174.00	11,102.00	19,276.00	.00	.00
119073.2	Due from Local Govt Units Due from Park Township	.00	51,161.02	47,263.77	3,897.25	.00
119073.3	Due from Local Govt Units Due from Zeeland City	.00	51,634.79	51,634.79	.00	.00
119078.1	Due from State of Michigan Due from State-Aeronautics	(1,398.13)	.00	.00	(1,398.13)	393.74
	CURRENT ASSETS Totals	$946,881.20	$691,859.24	$457,586.48	$1,181,153.96	$944,032.40
CURRENT LIABILITIES						
210202.0	Accounts Payable General	(14,557.38)	117,446.52	102,889.14	.00	(38,839.31)
21B339.0	Deferred Revenue General	(4,375.77)	4,375.77	.00	.00	.00
	CURRENT LIABILITIES Totals	($18,933.15)	$121,822.29	$102,889.14	$0.00	($38,839.31)
FUND BALANCE						
341390.E	Fund Balance - Assigned (By Action) For Emergencies	(25,000.00)	.00	.00	(25,000.00)	(25,000.00)
341390.R	Fund Balance - Assigned (By Action) For Capital Acquisitions	(142,421.00)	.00	.00	(142,421.00)	(142,421.00)
342390	Fund Balance-Unassigned	(596,705.61)	.00	.00	(596,705.61)	(596,705.61)
	FUND BALANCE Totals	($764,126.61)	$0.00	$0.00	($764,126.61)	($764,126.61)
	P/Y Fund Equity Adjustment	(163,821.44)	.00	.00	(163,821.44)	.00
	Fund Revenues	.00	.00	395,182.84	(395,182.84)	(370,321.46)
	Fund Expenses	.00	144,020.95	2,044.02	141,976.93	229,254.98
	Fund **Z01 - WMAA (Airport) General Fund** Totals	$0.00	$957,702.48	$957,702.48	$0.00	$0.00
	Grand Totals	$0.00	$957,702.48	$957,702.48	$0.00	$0.00

Fund Equity Changes Report

Through 02/02/15
Detail Listing
Exclude Rollup Account

Account	Account Description	Beginning Balance	YTD Credits	YTD Debits	Current Balance	Prior Year Fund Equity Adjustment	YTD Revenues	YTD Expenses	Estimate Fund Balance
Fund Category	**GOVERNMENTAL**								
Fund Type	**GENERAL FUND**								
Fund	**Z01 - WMAA (Airport) General Fund**								
341390.E	Fund Balance - Assigned (By Action) For Emergencies	25,000.00	.00	.00	25,000.00				
341390.R	Fund Balance - Assigned (By Action) For Capital Acquisitions	142,421.00	.00	.00	142,421.00				
342390	Fund Balance-Unassigned	596,705.61	.00	.00	596,705.61				
345390.C	Fund Balance Committed (By Resolution) For Capital Projects	.00	.00	.00	.00				
345390.E	Fund Balance Committed (By Resolution) For Emergencies	.00	.00	.00	.00				
Fund	**Z01 - WMAA (Airport) General Fund** Totals	$764,126.61	$0.00	$0.00	$764,126.61	$163,821.44	$395,182.84	$141,976.93	$1,181,153.96
Fund Type	**GENERAL FUND** Totals	$764,126.61	$0.00	$0.00	$764,126.61	$163,821.44	$395,182.84	$141,976.93	$1,181,153.96
Fund Category	**GOVERNMENTAL** Totals	$764,126.61	$0.00	$0.00	$764,126.61	$163,821.44	$395,182.84	$141,976.93	$1,181,153.96
	Grand Totals	$764,126.61	$0.00	$0.00	$764,126.61	$163,821.44	$395,182.84	$141,976.93	$1,181,153.96

City of Holland

Payment Batch Register

Bank Account: CITY AP - PAYABLES ACCOUNT

Batch Date: 01/21/2015

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - PAYABLES ACCOUNT						
Check	01/22/2015	24101	Accounts Payable	CUNNINGHAM DALMAN P.C.		1,258.35

Invoice	Date	Description	Amount
216402	01/12/2015	AIRPORT - SERVICES	467.15
216404	01/12/2015	AIRPORT - SERVICES	363.37
216405	01/12/2015	AIRPORT - SERVICES	51.77
216403	01/12/2015	AIRPORT - SERVICES	117.23
216406	01/12/2015	AIRPORT - SERVICES	258.83

Check	01/22/2015	24102	Accounts Payable	DEANNE BUCKLAND		50.00

Invoice	Date	Description	Amount
2015-00003022	01/22/2015	AIRPORT - REIMBURSEMENT FOR PETTY CASH	50.00

Check	01/22/2015	24103	Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		1,415.64

Invoice	Date	Description	Amount
2015-00003023	01/22/2015	AIRPORT UTILITIES	1,415.64

Check	01/22/2015	24104	Accounts Payable	MAAE		200.00

Invoice	Date	Description	Amount
2015-00003024	01/22/2015	MICHIGAN AIRPORT CONF. 2015 2/18 & 2/19/15 REGISTRATION FEES	200.00

CITY AP PAYABLES ACCOUNT Totals: Transactions: 4 $2,923.99

Checks: 4 $2,923.99

City of Holland

Payment Batch Register

Bank Account: CITY AP - PAYABLES ACCOUNT

Batch Date: 01/28/2015

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - PAYABLES ACCOUNT						
Check	01/29/2015	24194	Accounts Payable	FIFTH THIRD BANK - CREDIT CARD		104.17

Invoice	Date	Description	Amount
2015-00003096	01/14/2015	AIRPORT ACCT #5473-7816-0013-1892	104.17

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	01/29/2015	24195	Accounts Payable	MICHIGAN ASSOCIATION OF AIRPORT EXECUTIVES		200.00

Invoice	Date	Description	Amount
2015-00003097	01/29/2015	AIRPORT - REGISTRATION FEE 2015 MAAE CONF GREG ROBINSON	200.00

CITY AP PAYABLES ACCOUNT Totals:	Transactions: 2	$304.17

Checks: 2 $304.17

City of Holland

Payment Batch Register

Bank Account: CITY AP - PAYABLES ACCOUNT

Batch Date: 02/04/2015

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - PAYABLES ACCOUNT						
Check	02/05/2015	24294	Accounts Payable	DOORNBOS , CHARLES EVERT		124.79

Invoice	Date	Description	Amount
2015-00003160	01/16/2015	AIRPORT - CHRISTMAS FLOAT EXPENSES	124.79

CITY AP PAYABLES ACCOUNT Totals: Transactions: 1 $124.79

Checks: 1 $124.79

Airport Selected Expenses for Fiscal Years 2011 - 2015
$90,000.00
$80,000.00
$70,000.00
$60,000.00
$50,000.00
$40,000.00
$30,000.00
$20,000.00
$10,000.00
$-
$22,152.25
$61,819.14
$14,845.23
$4,816.73
$26,557.13
$22,523.00
$29,716.58
$5,479.55
$26,059.00
$42,141.75
$16,745.76
$3,962.56
$23,507.13
$82,174.88
$24,526.07
$3,122.99
$13,449.25
$27,124.63
$15,022.99
$3,082.29
Fiscal Year 2011
Fiscal Year 2012
Fiscal Year 2013
Fiscal Year 2014
Fiscal Year 2015
Mowing
Snowplowing
General Maintenance
Airport Manager