West Michigan Airport Authority

Meeting Agenda

November 9, 2015

11:30am – 1:00pm

Park Township Offices, 52 – 152nd Avenue

1. Public Comments.
2. Consideration of the October 12, 2015 Meeting Minutes. (Action Required)
3. FBO Report.
4. Communications Committee Update.
5. Donation of Land at 1476 Lincoln Avenue to City of Holland. (Action Requested)
6. Assignment of Wingspan Leases to Gentex.
7. Revisions to 5 Year Airport Capital Plan. (Action Requested)
8. Progress and Budget Reports on Airport Business Center and New Apron Project.
9. Monthly Budget and Investment Report. (Accept as Information)
10. Other Business.
11. Next meeting: December 14, 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

If you are not able to attend the meeting, please contact Greg Robinson (510-2332) 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
October 12, 2015

The West Michigan Airport Authority Board met at Zeeland Library and Community Center.

Present: Authority Members Klunder, Klynstra, Hoogland, Hoffswell, Whiteman, Martin, Sylte, Matthysse; HYAC Members Harder, Stumbo and Urbytes; Ex-Officio Member Disselkoen

Absent: Toscano, and Ex-Officio Member Storey

Others Present: Holland City Manager Cotton, FBO Ludema, Communications Assistant Scholten, and Airport Authority Manager Robinson

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

15.10.01 Public Comments

There were no public comments expressed at this meeting.

15.10.02 Consideration of the September 14, 2015 Regular Meeting Minutes

It was moved by Hoogland and supported by Sylte to approve the September 14, 2015 meeting minutes as presented. This motion was unanimously adopted.

15.10.03 Revisions to the ADB & Associates Land Lease

Airport Manager Robinson advised that the Airport Authority has a land lease with ADB/Brown Transport, for 56,453 sq. ft. along the north side of 64th Street, west of the T hangars and they have requested changes to the lease, primarily concerning the option to renew. The renewal request is to change the renewal term from 5 years to 30 years beyond December 6, 2027. The Operations Committee reviewed the request and is in support of the changes.

It was moved by Martin and supported by Hoogland to approve the changes proposed to the current lease between Brown Transport and the Authority as presented in the report. This motion was unanimously adopted.

15.10.04 Amendment to the Mead & Hunt Design Contract for Airport Business Center

It was moved by Hoogland and supported by Sylte to approve the Amendment to the Terminal Building Design Services Contract with Mead & Hunt in the amount of $10,000 for additional design work; that this amount be taken from the Airport Business Center project budget; and that Chairperson Tim Klunder be authorized to sign the

Amendment, subject to approval as to form by the Authority's attorney. This motion was unanimously adopted.

15.10.05 Amendment to the Mead & Hunt Design Contract for Apron / Sitework

It was moved by Sylte and supported by Matthysse to approve the Contract Amendment with Mead & Hunt in the amount of $14,800 for additional apron/sitework design services as described in this report, subject to approval of the Amendment by MDOT/Airports Division; approval as to form by the Authority's attorney; and that the Authority's share of this cost be taken from the Airport Business Center project budget. This motion was unanimously adopted.

15.10.06 FBO Report.

FBO Ludema presented the monthly Fixed Base Operator (FBO) report describing fuel sales and various airport operations. This report was accepted as information.

15.10.07 Status of Airport Business Center/Apron/Sitework Projects.

Mr. Robinson reviewed the budget, change orders, and status of the construction. The sitework has been extensive and the parking lot and new apron are taking shape. The foundation for the building is now in place and it is hoped that the walls and roof will be installed before winter so that interior work can take place throughout the coming months. A geotextile fabric is being installed beneath the apron to reduce the water in this area and provide a stable subsurface.

The report was accepted as information.

15.10.08 Communications Committee Update

Ms. Scholten presented a report on the recent activities of the Communications Committee. This report was accepted as information.

15.10.09 Authority Board Member Roster and Terms

Chairperson Klunder presented the Board Member roster/terms and asked the members to review this information for accuracy.

15.10.10 Monthly Budget and Investment Report.

It was moved by Klynstra and supported by Sylte to accept the monthly budget and investment report as presented. This motion was unanimously adopted.

15.10.11 Next Meeting: November 9, 2015, 11:30 a.m., at Park Township

Offices

15.10.12 Adjourn

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

Respectfully Submitted,

Russ Sylte
Authority Secretary

WMAA MONTHLY FBO REPORT

Total Fuel Gallons Delivered	Current Month Oct-15	One Year ago Oct. 2014	Fiscal Year To Date 10/1/14- 9/30/15	F/Y to Date Compared 2014
	65,819	76,212	65,819	-10,393

Transplant Flights

Wings Of Mercy Flights

Freight Flights From/To Holland **18**

FREIGHT WEIGHT **39,259**

NUMBER OF PARTS IF KNOWN 58 Skids + 44 Boxes

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

DATE: **November 9, 2015**

SUBJECT: **WMAA Communications Committee Board Update**

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 1,876 (from1,860) "Likes."

  Recent Facebook posts.

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

Tier 2 *(important)*

PRESS RELEASES/NEWS ARTICLES

- As needed.

2015-2016 PARADES & EVENTS

- **Wings of Mercy CareAffaire**: Saturday, August 22, 2015 This year the CareAffaire Fundraiser was the most well attended and every statistic was well above previous years' events.
  Total Income: $31,560.00 Pancake Breakfasts Served: 650 Young Eagles Flights: 98 Models Built: 125

  The 2015 Wings of Mercy CareAffaire video can be viewed at: **HTTPS-//YOUTU.BE/RABDGG#11204E2**

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- **Holland's Parade of Lights:** Tuesday, December 1, 2015
- **Tulip Time Muziekparade:** Saturday, May 14, 2016 (sixth consecutive year)
  The float received a Director's Award for "Creativity" from the Tulip Time Board in 2013 and 2015.

PRESENTATIONS/SPEAKING ENGAGEMENTS

- 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)*

FUNDRAISING FOR NEW AIRPORT BUSINESS CENTER PROJECT

- (Tier 2) A fundraising letter, visual and reply card was mailed to select Holland/Zeeland area businesses and organizations.
  The fundraising committee is moving forward with fundraising efforts.
- (Tier 3) An informational and fundraising Postcard to the Community was mailed the week of October 12 to each voter household in the Cities of Holland and Zeeland and Park Township.

  The new giving section on the WMRA website for credit card users is in use. Try the new "Donate" button!

  www.WestMichiganRegionalAirport.com

WMAA GROUND BREAKING CEREMONY

- Held on September 21, 2015 the WMAA Ground Breaking Ceremony was a great success. A warm and sunny day, future pilots that began the ceremony with a "flourish," fantastic speakers and good food all made for a meaningful and historical event. The event was well received and covered by radio and TV stations.

  Holland TV produced an awesome video of the event. **HTTPS://VIMEO.COM/139969719**

Please contact Karen if you have any questions or comments.
k.scholten@cityofholland.com C 616.953.9633 H 616.399.8509

West Michigan Airport Authority
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P (616) 510-2332
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November 9, 2015 Item 5.

To: West Michigan Airport Authority Board.
From: Greg Robinson, Airport Authority Manager.
Subject: Donation of Land at 1476 Lincoln Avenue.

Lakeshore Air has been the owner of a 3.6 acre parcel along the west side of Lincoln Avenue, adjacent to airport property. On October 21, 2015, Lakeshore Air donated this property to the City of Holland with the understanding that it would become part of the West Michigan Regional Airport property. The value of this property is about $90,000 according to an appraisal conducted on behalf of Lakeshore Air.

The City has requested that since this property was donated specifically to become part of the airport, that the Airport Authority fund the costs of a survey, environmental assessment(s) and title work. Estimates for this work are being obtained now and it is expected that the cost will be around $3,500.

At some point in the future, it may be most appropriate for the City to transfer this property to the Airport Authority.

Recommendation

It is recommended that the Authority Board authorize Airport Authority Manager Robinson to proceed with the survey, environmental and title work necessary to complete the transfer of land at 1476 Lincoln Avenue as described in this report.

City of Holland
1476 Lincoln Ave - 03-02-08-200-020

N W E S

0 100 200 400 Feet

Holland MICHIGAN

Data: City of Holland | Cartographer: Joe Arevalo | Created: 10/20/2015

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November 9, 2015 Item 6.

To: West Michigan Airport Authority Board.
From: Greg Robinson, Airport Authority Manager.
Subject: Assignment of Wingspan Leases to Gentex.

Wingspan currently has two land leases with the Airport Authority. One is for 94,269 square feet at a lease rate of 20.57 cents per square foot; and the other for 74,468 square feet at a rate of 14.87 cents per square foot. Gentex has a land lease with the Authority for 94,807 square feet at a lease rate of 16.10 cents per square foot. All of these leases have an annual Consumers Price Index adjustment.

Wingspan is proposing that it assign its leases to Gentex. The leases include a provision that the leases can be assigned to another provided that the lessee's assets on the premises are sold to the new lease holder. This type of an assignment can be made without specific approval by the Authority.

The Airport Authority's attorney, Andy Mulder, has reviewed the terms of the sale and assignment and agrees that this assignment can be made without approval by the Authority. Gentex will, however, submit documentation to the Authority indicating that the assignment has been made.

There remain several items that need to be accomplished in order to complete this transaction.

1. The submission of documentation to the Authority of the assignment.
2. Whether to keep the three different lease rates or combine them into one rate.
3. Gentex will need to submit an application for a fueling permit for the private fueling facility. Because of the insurance and environmental information required for a fueling permit, it is difficult to simply transfer the Wingspan fueling permit to Gentex.

This report is provided to the Board as information at this point and action on at least the fueling permit is likely to be requested at the December 2015 Board meeting.

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November 9, 2015 Item 7.

To: West Michigan Airport Authority Board.
From: Greg Robinson, Airport Authority Manager.
Subject: Revisions to 5 Year Airport Capital Improvement Plan.

Ron Ludema, Les Hoogland, Bruce Wickmann and Greg Robinson attended the annual meeting in Lansing with MDOT/Aeronautics staff to review proposed capital projects for the airport over the next five years. The Authority Board had previously approved the five year capital plan that was submitted to MDOT/AERO.

Due to funding limitations, one of the two taxiway connectors to the new apron (currently under construction) was deleted. Ron Ludema and I are concerned that once the new apron is operational, having only one connector could create some difficulties with the movement of aircraft on the apron. This connector is eligible for funding through the Federal Aviation Administration (FAA) and MDOT/AERO. The Authority's share would be 5% of the cost.

MDOT/AERO staff agrees that the connector should be the top priority of the 5 Year Airport Capital Plan. As a result, attached to this report is a revised 5 Year Capital Plan depicting the connector as a top project and shifting the remaining projects to subsequent years. These revisions will be reviewed with the Board at Monday's meeting.

Recommendation

It is recommended that the Authority Board approve the revised 5 Year Airport Capital Plan that is attached to this report.

Attachment: Revised 5 Year Airport Capital Plan.

MICHIGAN STATE BLOCK GRANT PROGRAM

AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP) FY-2016 to FY-2024

*ACIP includes current development year (2016 already programmed - minor changes acceptable)

Airport Name:	West Michigan Regional Airport	Date prepared: 08-04-2015 (revised 11-04-2015)	
Associated City:	Holland, MI	Prepared By: JET	
Sponsor:	West Michigan Airport Authority	Sponsor email address & phone:	g.robinson@wmairportauthority.com 616-510-2332
Airport Identifier:	BIV		

Development Year	Year Priority	Project Description	Federal Entitlements	Federal Apportionment	Federal Discretionary	State	Local	Total	Remarks/Item Justification - Provide as much detail as possible.
2016		*Carry forward 2015 NPE = $13,050*							
Concept #: 128818	1	Relocate ASOS	$48,600	$0	$0	$2,700	$2,700	$54,000	The ASOS was relocated as part of the Terminal Building Construction in 2015. The Reimbursable Agreement was paid locally at the time of the relocation. The sponsor would like to reimburse themselves with 2016 NPE.
Concept #: 125627	2	Crack Seal and Paint Runway 8/26	$27,000	$0	$0	$1,500	$1,500	$30,000	Completed under Statewide Crack Sealing and Pavement Marking Program
Concept #: 125636	3	Design Taxiway - East Connector	$16,650	$0	$0	$925	$925	$18,500	Due to budgetary constraints, the east connector for the new midfield apron (2015) could not be constructed at the time of the apron. Limiting the apron to one connector creates operational constraints that don't allow the airport to fully utilize the entire apron area as originally planned.
2017		*Carry forward 2016 NPE = $70,800*							
Concept #: 125637	1	Construct Taxiway - East Connector	$220,800	$149,550		$20,575	$20,575	$411,500	Due to budgetary constraints, the east connector for the new midfield apron (2015) could not be constructed at the time of the apron. Limiting the apron to one connector creates operational constraints that don't allow the airport to fully utilize the entire apron area as originally planned.
2018		*Carry forward 2017 NPE = $0*							
		Carry forward NPE							
2019		*Carry forward 2018 NPE = $150,000*							
Concept #: 125638	1	Design for Rehabilitation of Runway Lights and LED Lighting Improvements	$49,950	$0	$0	$2,775	$2,775	$55,500	Portions of the runway lighting circuit are over 20 years old. The system shorts periodically due to high ground water and has become unreliable. Due to the poor quality of the circuit, the lights exhibit different brightness levels sporadically. The proposed project is to completely rehab the lighting system and remove the primary cause of failure by sheeting water past lights and increasing the subsurface drainage into underdrains away from lighting circuits. LED improvements will prolong service life and reduce operating costs.
2020		*Carry forward 2019 NPE = $250,050*							
Concept #: 125639	1	Construction for Rehabilitation of Runway Lights and LED Lighting Improvements	$400,050	$225,000	$0	$34,725	$34,725	$694,500	Portions of the runway lighting circuit are over 20 years old. The system shorts periodically due to high ground water and has become unreliable. Due to the poor quality of the circuit, the lights exhibit different brightness levels sporadically. The proposed project is to completely rehab the lighting system and remove the primary cause of failure by sheeting water past lights and increasing the subsurface drainage into underdrains away from lighting circuits. LED improvements will prolong service life and reduce operating costs.
2021		*Carry forward 2020 NPE = $0*							
Concept #: 125641	1	Design for Runway 8/26 Rehabilitation	$150,000	$52,500	$0	$11,250	$11,250	$225,000	Runway 8/26 was last rehabilitated in 2001 and some sort of rehabilitation will likely be warranted by 2020. Design should be accomplished a year prior for better bidding and to allow time to study alternatives. The exact condition of the pavement at this future date is uncertain, so alternatives should be studied and give the airport a cost benefit analysis of the available options for them to fully compare.
2022		*Carry forward 2021 NPE = $0*							
Concept #: 125642	1	Runway 8/26 Rehabilitation	$150,000	$0	$2,365,500	$139,750	$139,750	$2,795,000	Runway 8/26 was last rehabilitated in 2001 and some sort of rehabilitation will likely be warranted by 2020. Design should be accomplished a year prior for better bidding and to allow time to study alternatives. The exact condition of the pavement at this future date is uncertain, so alternatives should be studied and give the airport a cost benefit analysis of the available options for them to fully compare.
2023		*Carry forward 2022 NPE = $0*							
Concept #: 128819	1	Design for West Overflow Apron Rehabilitation	$73,350	$0	$0	$4,075	$24,575	$102,000	The last pavement condition index (PCI) review indicated the pavement in this area has a score of 38. Due to the relocation of the airport terminal, this project was postponed. However this area still requires attention. These pavements will still provide access to multiple hangars and overflow parking for the new terminal apron, so they need to be addressed.
2024		*Carry forward 2023 NPE = $76,650*							
Concept #: 128821	1	Construction for West Overflow Apron Rehabilitation	$226,650	$685,968	$0	$50,701	$304,681	$1,268,000	The last pavement condition index (PCI) review indicated the pavement in this area has a score of 38. Due to the relocation of the airport terminal, this project was postponed. However this area still requires attention. These pavements will still provide access to multiple hangars and overflow parking for the new terminal apron, so they need to be addressed.

WEST MICHIGAN REGIONAL AIRPORT
HOLLAND, MICHIGAN

AIRPORT DEVELOPMENT PLAN - YEARS 2016 TO 2024

FAA IDENTIFIER: BIV
STATE ID: 03-07

YEAR – 2016
- RELOCATE ASOS CONTROL EQUIPMENT
- CRACK SEAL AND PAINT RUNWAY 8/26
- A DESIGN FOR TAXIWAY - EAST CONNECTOR

YEAR – 2017
- A CONSTRUCTION FOR TAXIWAY - EAST CONNECTOR

YEAR – 2018
- CARRY FORWARD NPE

YEAR – 2019
- B DESIGN FOR REHABILITATE RUNWAY LIGHTS AND LED LIGHTING IMPROVEMENTS

YEAR – 2020
- B CONSTRUCTION FOR REHABILITATE RUNWAY LIGHTS AND LED LIGHTING IMPROVEMENTS

YEAR – 2021
- C DESIGN FOR RUNWAY 8/26 REHABILITATION

YEAR – 2022
- C CONSTRUCTION FOR RUNWAY 8/26 REHABILITATION

YEAR – 2023
- D CONSTRUCTION FOR RUNWAY 8/26 REHABILITATION

YEAR – 2024
- D CONSTRUCTION FOR RUNWAY 8/26 REHABILITATION

November 04, 2014 - 03-07_BIV_sketch2016.dwg

Design By: JET Drawn By: JET Approved By: JET

West Michigan Airport Authority
Airport Business Center, Apron and Sitework Projects Budget
November 5, 2015

Fiscal Year 2015	Total Cost	FAA	State-AERO	State-MEDC	WMAA	Other Local	WMAA to Date	WMAA Balance
Airport Business Center - Propery Acquisition	$ 595,400	$ -	$ 494,000	$ -	$ 101,400	$ -	26,000	$ 75,400
ABC - Site Work and Apron Designs	$ 234,999	$ 214,321	$ 10,339	$ -	$ 10,339	$ -	10,340	
ABC - Building Design	$ 193,000	$ -	$ 173,700	$ -	$ 19,300	$ -	19,300	$ -
Total Fiscal Year 2015	**$ 1,023,399**	**$ 214,321**	**$ 678,039**	**$ -**	**$ 131,039**	**$ -**	**$ 55,640**	**$ 75,399**
Fiscal Year 2016								
ABC - Wetland Mitigation - FY2016 S/L	$ 27,500	$ 22,000	$ 4,812	$ -	$ 688	$ -		$ 688
ABC - Building Construction	$ 1,924,499	$ -	$ 349,700	$ 1,300,000	$ 274,799	$ -	227,021	
ABC- Building Construction Administration	$ 182,579	$ -	$ 150,300	$ -	$ 32,279	$ -	85,534	
ABC- Lanscaping/Signage/AV/Irrigation	$ 50,000	$ -			$ 50,000	$ -		$ 50,000
ABC- Furnishings	$ 150,000	$ -	$ -	$ -	$ -	$ 150,000		$ 150,000
ABC- ASOS relocation- FY2016 NPE	$ 54,000	$ 48,600	$ 2,700	$ -	$ 2,700		52,318	
ABC- Apron & Site Work Construction	$ 2,886,824	$ 1,808,711	$ 600,484	$ -	$ 377,629	$ 100,000	477,629	$ -
ABC- Apron & Site Work Con. Contingency	$ 29,654	$ 26,688	$ 1,483	$ -	$ 1,483	$ -	1,483	
ABC- Apron & Site Work Construct. AERO	$ 12,000	$ 10,800	$ 600	$ -	$ 600	$ -	600	$ -
ABC- Apron & Site Work Construct. Admin.	$ 250,280	$ 225,253	$ 12,514	$ -	$ 12,513	$ -	12,513	$ -
ABC- Existing Office Demo & Site Restoration	$ 50,000	$ 45,000	$ 2,500	$ -	$ 2,500	$ -	0	$ 2,500
ABC- TechnologyCommunications/Security	$ 25,000				$ 25,000		0	$ 25,000
	$ 5,642,336	**$ 2,187,052**	**$ 1,125,093**	**$ 1,300,000**	**$ 780,191**	**$ 250,000**	**$ 857,098**	**$ 228,188**
Total Fiscal Year 2016								
Total Expenses	**$ 6,665,735**	**$ 2,401,373**	**$ 1,803,132**	**$ 1,300,000**	**$ 911,230**	**$ 250,000**	**$ 912,738**	**$ 303,587**

West Michigan Airport Authority
Airport Business Center Project
Fund Equity Status
26-Oct-15

Fund Equity		$	1,136,580
Expenses:			
	MDOT grant match terminal	$	312,555
	MDOT grant match apron/sitework	$	492,225
	MDOT grant match wetland mitig.	$	688
	MeadHunt extra bldg design cost	$	10,000
	MeadHunt extra apron/site design	$	740
	Change order for geotech stabilizing	$	20,000
	Committee project add-ons	$	30,000
	Subtotal	$	866,208
	Balance	$	270,372
Upcoming Expenses:			
	Regent Blvd assessment	$	75,500
	Technology/communic/security	$	25,000
	Landscaping/signage/irrigation	$	50,000
	Office demo + site restoration	$	50,000
	Subtotal Upcoming Expenses	$	200,500
Projected Fund Equity after expenses		$	69,872
Projected FY16 WMAA capital revenues		$	150,000

10/27/2015

Mead&Hunt

BIV MIDFIELD TERMINAL BUILDING AND SITE IMPROVEMENTS

Previously Added Items

Rank	Category	Scope Additions		Estimated Cost		Timeframe	Comments
N/A	BLD	Screen Walls		$ 18,000		September	Bldg CO 001
N/A	BLD	Entrance Mat/Drain		$ 12,000		September	Bldg CO 001

Federally Eligible Items (NPE)

Rank	Category	Scope Additions		Estimated Cost		Timeframe	Comments
1	SI-2	Taxiway Connector		$ 190,000		Passed (September)	
2A	SI-2	Connector Edge Lights (two connectors)		$ 30,000	*	Passed (September)	
2B	SI-2	Connector Edge Lights (one connector)		$ 15,000	*	project end	
3	SI-2	Apron Lights		$ 25,000		project end	
4	SI-1	Curb & Gutter - Category 1		$ 32,000		Passed (September)	
5	SI-1	4" LVSP-Category 1		$ 25,000		Passed (September)	

Non Federally Eligible Items

Rank	Category	Scope Additions		Estimated Cost		Timeframe	Comments
1	BLD & SI-1	Snow Melt (Internal System and Agg base)		$ 110,000		Passed (September)	
2	BLD	Non-Electric Glass Dimming		$38,000-$40,000		November	Suntuitive glass; 2,100 SF
3	BLD	Bollard Lighting		$ 10,000		year end	
4	BLD	Mechanical - DDC Control		$ 10,000		November	
5	BLD	Upper Structure Ceiling		$20,000-$30,000		year end	$30K - wood, $20K - susp acoust ceiling
6	BLD	Fireplace		$ 28,300		November	includes enclosure/screen wall
7	BLD	Seat wall/Lighting		$ 10,000		Passed (September)	
8	BLD	Wall Tile beyond wet walls		$ 13,200		year end	
9	BLD	Tree Grates		$ 14,500		year end	

* Only one can be added

Denotes Item has been added to the project

Denotes Item can still be added to the project without impact at the cost shown

Denotes Item can still be added to the project but will cause an impact and will likely require an increase to the cost shown

Denotes Item has been previously rejected and/or can not be added without significant impact and increase to cost shown

Holland MICHIGAN

Fund Equity Changes Report

Through 11/05/15
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.A	Fund Balance - Assigned (By Action) Apron, Building & Sitework	25,500.00	.00	.00	25,500.00				
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	735,027.05	.00	.00	735,027.05				
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	$927,948.05	$0.00	$0.00	$927,948.05	$191,590.36	$308,142.16	$944,899.00	$482,781.57
	Fund Type **GENERAL FUND** Totals	$927,948.05	$0.00	$0.00	$927,948.05	$191,590.36	$308,142.16	$944,899.00	$482,781.57
	Fund Category **GOVERNMENTAL** Totals	$927,948.05	$0.00	$0.00	$927,948.05	$191,590.36	$308,142.16	$944,899.00	$482,781.57
	Grand Totals	$927,948.05	$0.00	$0.00	$927,948.05	$191,590.36	$308,142.16	$944,899.00	$482,781.57

Budget Performance Report

Fiscal Year to Date 11/05/15
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**									
420502.24	Federal Grant FAA Capital	.00	.00	.00	.00	.00	.00	.00	+++	170,671.63
430502.24	State Grant MDOT State Capital	.00	.00	.00	.00	.00	.00	.00	+++	592,082.86
450582.C	Contributions from Other Govts From City of Holland	100,000.00	.00	100,000.00	.00	.00	101,007.05	(1,007.05)	101	98,499.40
450582.P	Contributions from Other Govts From Park Township	102,000.00	.00	102,000.00	.00	.00	.00	102,000.00	0	92,488.04
450582.Z	Contributions from Other Govts From City of Zeeland	52,700.00	.00	52,700.00	.00	.00	62,950.63	(10,250.63)	119	52,020.01
460621.9	Fees-Agreements Emergency Services Fee	.00	.00	.00	.00	.00	.00	.00	+++	177.55
460654.1	Franchise Fees FBO Franchise Fees	22,200.00	.00	22,200.00	.00	.00	7,266.68	14,933.32	33	21,800.04
460654.5	Franchise Fees Fuel Flowage Fee	65,000.00	.00	65,000.00	.00	.00	14,667.79	50,332.21	23	65,032.69
460654.7	Franchise Fees Landing Fees	.00	.00	.00	.00	.00	9,364.38	(9,364.38)	+++	23,465.27
480665.0	Investment Income General	3,000.00	.00	3,000.00	.00	.00	2,042.73	957.27	68	7,691.23
480665.X	Investment Income Market Adjustment	.00	.00	.00	.00	.00	.00	.00	+++	(167.28)
480669.24	Rental Hangar Land Lease	85,000.00	.00	85,000.00	.00	.00	73,462.90	11,537.10	86	91,609.10
480669.25	Rental Agricultural Land Lease	11,500.00	.00	11,500.00	.00	.00	.00	11,500.00	0	11,200.38
480669.26	Rental T-Hangars	52,000.00	.00	52,000.00	.00	.00	14,720.00	37,280.00	28	54,580.00
490685.1	Recoveries Insurance	23,000.00	.00	23,000.00	.00	.00	.00	23,000.00	0	.00
490692.0	Miscellaneous General	.00	.00	.00	.00	.00	.00	.00	+++	100.00
	Department **000 - General Revenues** Totals	$516,400.00	$0.00	$516,400.00	$0.00	$0.00	$285,482.16	$230,917.84	55%	$1,281,250.92
Department	**541 - Airport Business Center Project**									
490675.AIR	Private Donations WMAA - From Companies	.00	.00	.00	.00	.00	16,000.00	(16,000.00)	+++	25,500.00
490675.INDV	Private Donations WMAA - From Individuals	.00	.00	.00	35.00	.00	6,660.00	(6,660.00)	+++	.00
	Department **541 - Airport Business Center Project** Totals	$0.00	$0.00	$0.00	$35.00	$0.00	$22,660.00	($22,660.00)	+++	$25,500.00
	REVENUE TOTALS	$516,400.00	$0.00	$516,400.00	$35.00	$0.00	$308,142.16	$208,257.84	60%	$1,306,750.92
EXPENSE										
Department	**540 - Airport Operations**									
710701.0	Payroll-Regular General	.00	.00	.00	.00	.00	.00	.00	+++	3,424.90
710701.3	Payroll-Regular Allocated	16,700.00	.00	16,700.00	.00	.00	.00	16,700.00	0	.00
710707.0	Payroll-Temporary Help General	.00	.00	.00	367.20	.00	5,094.90	(5,094.90)	+++	26,195.62
710707.8	Payroll-Temporary Help Allocated	27,300.00	.00	27,300.00	.00	.00	.00	27,300.00	0	.00
711702.0	Payroll-Vacation/PTO General	280.00	.00	280.00	.00	.00	.00	280.00	0	262.15
711703	Payroll-Holidays	200.00	.00	200.00	.00	.00	.00	200.00	0	137.72
711716.1	Insurance Health	9,700.00	.00	9,700.00	.00	.00	.00	9,700.00	0	11,332.73
711716.2	Insurance Dental	30.00	.00	30.00	.00	.00	.00	30.00	0	28.04
711717	Insurance-Life & AD&D	10.00	.00	10.00	.00	.00	.00	10.00	0	5.37
711718.1	Retirement Contribution MERS	320.00	.00	320.00	.00	.00	.00	320.00	0	269.82
711720	Insurance-Income Protection	25.00	.00	25.00	.00	.00	.00	25.00	0	21.47
711725	Compensated Absences Adjustment	.00	.00	.00	.00	.00	.00	.00	+++	653.52
712715	Employer FICA/Medicare Contribution	2,470.00	.00	2,470.00	28.09	.00	389.76	2,080.24	16	2,253.06
712723	Unemployment Comp Insurance	40.00	.00	40.00	.00	.00	.00	40.00	0	36.39

Budget Performance Report

Fiscal Year to Date 11/05/15
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**									
712724	Workers Comp Insurance	25.00	.00	25.00	.00	.00	.00	25.00	0	19.80
721730.0	Postage General	100.00	.00	100.00	.00	.00	87.01	12.99	87	51.17
721740.0	Operating Supplies General	500.00	.00	500.00	.00	.00	82.50	417.50	16	300.41
721740.CAP	Operating Supplies Controlled Items-Capital Type	.00	.00	.00	.00	.00	.00	.00	+++	681.14
721905.0	Photocopies/In-House Printing General	50.00	.00	50.00	.00	.00	1.22	48.78	2	9.97
721931.0	Bldg & Grnds Maint General	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	11,390.00
721933.0	Equipment Maintenance General	18,000.00	.00	18,000.00	.00	.00	.00	18,000.00	0	20,883.67
722801.9010	Contr-Printing/Promo Advertising/Promotional	30,000.00	.00	30,000.00	.00	.00	5,327.13	24,672.87	18	7,170.91
722804.0	Contractual-Legal General	5,000.00	.00	5,000.00	.00	.00	2,982.07	2,017.93	60	20,583.55
722805.1	Contractual-Finance Independent Audit	6,300.00	.00	6,300.00	.00	.00	7,000.00	(700.00)	111	5,500.00
722805.4	Contractual-Finance Financial Service Fees	.00	.00	.00	.00	.00	90.97	(90.97)	+++	265.83
722807.5	Contractual-Architect/Engineer Engineering	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
722808.MOW	Contr-Bldgs&Grnds Mowing	25,000.00	.00	25,000.00	.00	.00	14,565.50	10,434.50	58	25,149.00
722808.MTCE	Contr-Bldgs&Grnds Maintenance-General Repairs	20,000.00	.00	20,000.00	.00	.00	2,933.86	17,066.14	15	20,812.57
722808.SNOW	Contr-Bldgs&Grnds Snowplowing	60,000.00	.00	60,000.00	.00	.00	.00	60,000.00	0	58,435.75
722809.61	Contractual-Misc Contract-Management Services	32,000.00	.00	32,000.00	.00	.00	9,396.64	22,603.36	29	27,280.00
722809.62	Contractual-Misc Airport Manager-Tulip City Air	4,000.00	.00	4,000.00	.00	.00	1,063.30	2,936.70	27	4,729.39
723850.0	Communications Telephone	500.00	.00	500.00	.00	.00	79.66	420.34	16	313.62
723860.0	Travel, Conf, Seminars General	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	682.69
723910.0	Commercial Insurance Premiums General	21,000.00	.00	21,000.00	.00	.00	18,914.00	2,086.00	90	19,647.00
723920.GATE	Public Utilities Fence Gates	550.00	.00	550.00	.00	.00	147.92	402.08	27	434.59
723920.LAND	Public Utilities Landing Lights & System	3,800.00	.00	3,800.00	.00	.00	980.53	2,819.47	26	4,855.49
723920.PLOT	Public Utilities Parking Lot Lights	950.00	.00	950.00	.00	.00	274.50	675.50	29	780.36
723920.RUNW	Public Utilities Runway Lights	5,200.00	.00	5,200.00	.00	.00	1,599.80	3,600.20	31	4,985.19
723920.THAN	Public Utilities T-Hangars	3,200.00	.00	3,200.00	.00	.00	734.38	2,465.62	23	3,509.88
723942.0	Building Rental/Lease General	7,400.00	.00	7,400.00	.00	.00	200.00	7,200.00	3	1,100.00
723955.0	Misc. General	3,500.00	.00	3,500.00	.00	.00	767.35	2,732.65	22	3,333.16
723961.0	Dues & Subscriptions General	400.00	.00	400.00	.00	.00	295.00	105.00	74	365.00
723963.2	Write-Offs Uncoll Property Taxes	.00	.00	.00	.00	.00	.00	.00	+++	50.42
723964.2	Refunds Property Tax Prior Years	.00	.00	.00	.00	.00	57.57	(57.57)	+++	14.85
730971.0	Land General	.00	.00	.00	.00	.00	.00	.00	+++	509,712.73
730974.0	Land Improvements General	10,000.00	.00	10,000.00	.00	.00	450.00	9,550.00	4	11,296.15
730975.0	Buildings & Structures General	.00	.00	.00	.00	.00	.00	.00	+++	306,195.48
770956.0	Contingency General	184,350.00	.00	184,350.00	.00	.00	.00	184,350.00	0	.00
	Department **540 - Airport Operations** Totals	$516,400.00	$0.00	$516,400.00	$395.29	$0.00	$73,515.57	$442,884.43	14%	$1,115,160.56
Department	**541 - Airport Business Center Project**									
721933.0	Equipment Maintenance General	.00	.00	.00	.00	.00	52,318.13	(52,318.13)	+++	.00
722801.9010	Contr-Printing/Promo Advertising/Promotional	.00	.00	.00	.00	.00	13,351.87	(13,351.87)	+++	.00

Budget Performance Report

Fiscal Year to Date 11/05/15
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	**541 - Airport Business Center Project**									
723955.Q5	Misc. Signage/Billboards	.00	.00	.00	.00	.00	859.00	(859.00)	+++	.00
723955.STRP	Misc. Stripe Fees	.00	.00	.00	74.43	.00	74.43	(74.43)	+++	.00
730975.0	Buildings & Structures General	.00	.00	.00	.00	.00	804,780.00	(804,780.00)	+++	.00
Department	**541 - Airport Business Center Project** Totals	$0.00	$0.00	$0.00	$74.43	$0.00	$871,383.43	($871,383.43)	+++	$0.00
	EXPENSE TOTALS	$516,400.00	$0.00	$516,400.00	$469.72	$0.00	$944,899.00	($428,499.00)	183%	$1,115,160.56
Fund	**Z01 - WMAA (Airport) General Fund** Totals									
	REVENUE TOTALS	516,400.00	.00	516,400.00	35.00	.00	308,142.16	208,257.84	60	1,306,750.92
	EXPENSE TOTALS	516,400.00	.00	516,400.00	469.72	.00	944,899.00	(428,499.00)	183	1,115,160.56
Fund	**Z01 - WMAA (Airport) General Fund** Totals	$0.00	$0.00	$0.00	($434.72)	$0.00	($636,756.84)	$636,756.84		$191,590.36
	Grand Totals									
	REVENUE TOTALS	516,400.00	.00	516,400.00	35.00	.00	308,142.16	208,257.84	60	1,306,750.92
	EXPENSE TOTALS	516,400.00	.00	516,400.00	469.72	.00	944,899.00	(428,499.00)	183	1,115,160.56
	Grand Totals	$0.00	$0.00	$0.00	($434.72)	$0.00	($636,756.84)	$636,756.84		$191,590.36

Trial Balance Listing

Through 11/05/15
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	1,119,881.97	304,738.25	963,916.44	460,703.78	1,085,811.24
113040.0	Accounts Receivable General	31,328.31	115,105.98	105,872.16	40,562.13	34,295.82
114026.2009	Taxes Receivable 2009	.36	.00	.00	.36	20.95
114026.2010	Taxes Receivable 2010	62.40	.00	.08	62.32	62.40
114026.2011	Taxes Receivable 2011	68.81	.00	.40	68.41	72.56
114026.2012	Taxes Receivable 2012	40.27	.00	.28	39.99	48.01
114026.2013	Taxes Receivable 2013	44.12	.00	1.10	43.02	53.04
114026.2014	Taxes Receivable 2014	75.79	.00	21.06	54.73	.00
114027.2012	IFT Taxes Receivable 2012	40.65	.00	.00	40.65	40.65
114031	Allowance for Uncollectible Taxes	(328.36)	.00	.00	(328.36)	(308.15)
119073.3	Due from Local Govt Units Due from Zeeland City	.00	62,950.63	62,950.63	.00	.00
119078.1	Due from State of Michigan Due from State-Aeronautics	(8,284.75)	.00	10,180.71	(18,465.46)	(1,398.13)
	CURRENT ASSETS Totals	$1,142,929.57	$482,794.86	$1,142,942.86	$482,781.57	$1,118,698.39
CURRENT LIABILITIES						
210202.0	Accounts Payable General	(17,882.52)	947,205.83	929,323.31	.00	(8,300.70)
211202	Contracts Payable	(600.00)	600.00	.00	.00	.00
212257.0	Accrued Wages Payable General	(495.00)	495.00	.00	.00	.00
212262.1	Accrued Fringes Payable FICA-Social Security/Medicare	(37.87)	37.87	.00	.00	.00
21B339.0	Deferred Revenue General	(4,375.77)	4,375.77	.00	.00	.00
	CURRENT LIABILITIES Totals	($23,391.16)	$952,714.47	$929,323.31	$0.00	($8,300.70)
FUND BALANCE						
341390.A	Fund Balance - Assigned (By Action) Apron, Building & Sitework	(25,500.00)	.00	.00	(25,500.00)	.00
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	(735,027.05)	.00	.00	(735,027.05)	(760,527.05)
	FUND BALANCE Totals	($927,948.05)	$0.00	$0.00	($927,948.05)	($927,948.05)
	P/Y Fund Equity Adjustment	(191,590.36)	.00	.00	(191,590.36)	.00
	Fund Revenues	.00	1,002.05	309,144.21	(308,142.16)	(276,213.27)
	Fund Expenses	.00	1,767,646.24	822,747.24	944,899.00	93,763.63
	Fund **Z01 - WMAA (Airport) General Fund** Totals	$0.00	$3,204,157.62	$3,204,157.62	$0.00	$0.00
	Grand Totals	$0.00	$3,204,157.62	$3,204,157.62	$0.00	$0.00

City of Holland

Accounts Payable Payment Post Listing

Batch Department / Invoice Department	Bank Account	Check Date	Starting Check Number
AIR Airport	PAYABLES ACCOUNT	11/05/2015	29448

Selected Invoices

Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
AIR Airport					
2780 - DEANNE BUCKLAND	2016-00001920	AIRPORT - REIMBURSEMENT OF PETTY CASH	10/31/2015	10/31/2015	103.50
120 - HOLLAND LITHO SERVICE INC	64300	POSTCARD TO THE COMMUNITY (PRINTING & MAILING COSTS)	10/22/2015	10/31/2015	2,048.98
Total Selected Invoices: 2					$2,152.48

City of Holland

Accounts Payable Payment Post Listing

Batch Department / Invoice Department	Bank Account	Check Date	Starting Check Number
AIR Airport	PAYABLES ACCOUNT	10/29/2015	29314

Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
AIR Airport						
	146 - HOLLAND BOARD OF PUBLIC WORKS	2016-00001863	AIRPORT - ACCT #77526597-00	10/13/2015	10/29/2015	18.81
	146 - HOLLAND BOARD OF PUBLIC WORKS	2016-00001864	AIRPORT - ACCT #05613700-01	10/11/2015	10/29/2015	162.81
	146 - HOLLAND BOARD OF PUBLIC WORKS	2016-00001865	AIRPORT - ACCT #05613100-02	10/13/2015	10/29/2015	97.38
	146 - HOLLAND BOARD OF PUBLIC WORKS	2016-00001866	AIRPORT - ACCT #77524873-01	10/13/2015	10/29/2015	37.61
	146 - HOLLAND BOARD OF PUBLIC WORKS	2016-00001867	AIRPORT - ACCT #05613990-01	10/12/2015	10/29/2015	49.26
	146 - HOLLAND BOARD OF PUBLIC WORKS	2016-00001868	AIRPORT - ACCT #05614220-01	10/13/2015	10/29/2015	438.44
	146 - HOLLAND BOARD OF PUBLIC WORKS	2016-00001869	AIRPORT - ACCT #05614000-01	10/13/2015	10/29/2015	67.45
	2087 - KAREN SCHOLTEN	2016-00001870	AIRPORT - POSTAGE REIMBURSEMENT FOR WMAA POSTCARDS TO COMMUNITY	10/29/2015	10/29/2015	3,516.36
	Total Selected Invoices: 8					$4,388.12

City of Holland

Accounts Payable Payment Post Listing

Batch Department / Invoice Department	Bank Account	Check Date	Starting Check Number
AIR Airport	PAYABLES ACCOUNT	10/22/2015	29217

Selected Invoices

AIR Airport

Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
1295 - COUNTY OF OTTAWA TREASURER	30075A	AIRPORT - 3RD QTR TAX AMOUNT	10/12/2015	10/22/2015	56.98
2780 - DEANNE BUCKLAND	2016-00001764	AIRPORT - REIMBURSEMENT OF PETTY CASH	10/22/2015	10/22/2015	82.00
146 - HOLLAND BOARD OF PUBLIC WORKS	2016-00001765	AIRPORT - ACCT #77524493-01	09/30/2015	10/22/2015	105.89
Total Selected Invoices: 3					$244.87

City of Holland

Accounts Payable Payment Post Listing

Batch Department / Invoice Department	Bank Account	Check Date	Starting Check Number
AIR Airport	PAYABLES ACCOUNT	10/15/2015	29037

Selected Invoices

AIR Airport

Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
101 - CUNNINGHAM DALMAN P.C.	224655	AIRPORT - LEGAL SERVICES	10/12/2015	10/15/2015	52.78
101 - CUNNINGHAM DALMAN P.C.	224656	AIRPORT - LEGAL SERVICES	10/12/2015	10/15/2015	52.78
101 - CUNNINGHAM DALMAN P.C.	224657	AIRPORT - LEGAL SERVICES	10/12/2015	10/15/2015	158.34
1137 - POSTMASTER	2016-00001628	AIRPORT - ACCT #494162	09/01/2015	09/30/2015	41.25
Total Selected Invoices: 4					$305.15