

## West Michigan Airport Authority

60 Geurink Boulevard, Holland, MI 49423

P (616) 368-3023

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



## West Michigan Airport Authority

### Regular Meeting Agenda

**April 11<sup>th</sup>, 2022**

**11:30 a.m. –1:00 p.m.**

**60 Geurink Blvd. Holland, MI 49423**

<https://us06web.zoom.us/j/81442435709>

#### Authority Members

##### City of Holland

Dave Hoekstra  
Scott Corbin  
Charles Murray

##### City of Zeeland

Kevin Klynstra  
Beth Blanton  
Doug Barese

##### Park Township

Russ Sylte  
Skip Keeter  
Jeff King

##### Ex-officio

Jim Storey  
Frank Garcia

1. Public Comment.
2. Consideration of March 7<sup>th</sup> & 14<sup>th</sup>, 2022 Meeting Minutes (Action Requested).
3. FBO Land Lease Renewal (Action Requested)
4. 124 veterans Drive Variance Approval (Action Requested).
5. Annual Report (No Action).
6. Communications Report (No Action).
7. Update on Envision (No Action).
8. FBO Progress Report (Action Requested).
9. FBO Report (Action Requested).
10. Financial Reports (Action Requested).
11. Updates from Board.
12. Other Business:
  - A. Parcel K Update
  - B. Marketing Strategy Launch
  - C. Tulip Time Fly-In
  - D. Aviation Day
13. Adjourn.

*The West Michigan Airport Authority will 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**

## **MEETING MINUTES**

**March 7<sup>th</sup>, 2022**

**\*\*\*11:30 a.m. – 1:00 p.m.\*\*\***

**60 Geurink Blvd. Holland, MI**

**PRESENT:** Hoekstra, Corbin, Murray, Barensse, Blanton, Sylte, Keeter, Klynstra, King

**ABSENT:** None

**OTHERS PRESENT:** Airport Authority Director Thelenwood, Project Administrator Davio, Jeff Thoman (Mead & Hunt)

*Board Chair Sylte called the meeting to order at 11:30 a.m.*

### **22.02.01 Public Comments.**

None.

### **22.02.02 Introduction to Bipartisan Infrastructure Law (BIL)**

Director Thelenwood presented to the Board an introduction to the infrastructure spending bill, Bipartisan Infrastructure Law (BIL). Funds available both through allocations and competitive grants, The West Michigan Regional Airport was allocated \$763,000 in Airport Infrastructure funding. The airport is expected to receive this amount every year for the next four years with funds which can be banked for up to four years following each disbursement. These funds will go toward built infrastructure with some exceptions toward "revenue generating infrastructure". Important to note: MDOT cannot commit to a match at this time so the Authority should plan on a 10% match for any project using these funds. Use of these funds requires the prospective projects to be established on the airport's ACIP with an update due by March 9<sup>th</sup>, 2022.

### **22.03.03 Review Current ACIP**

Director Thelenwood presented the West Michigan Regional Airport Authority's current Airport Capital Improvement Plan for review.

### **22.03.04 Establish ACIP Projects (Years 2022-23)**

Director Thelenwood presented possible revisions to the current ACIP for 2022-2023 to include additional projects to be funded by BIL including: (2022) Reimbursement for Taxilane Environmental Assessment & Preliminary Engineering, (2022) Design for N. Hangar Park Taxilane, (2022) Wetland mitigation for N. Hangar Park Taxilane, and (2023) Construction of N. Hangar Taxilane. Airport Consultant Jeff Thoman commented on having current apportionment funding

designated for 2024 construction to be reallocated for future airport improvements while BIL funding is available.

**22.03.05      Establish ACIP Projects (Years 2024-27)**

Director Thelenwood presented possible revisions to the current ACIP for 2024-2027 to include additional projects to be funded by BIL including: Taxiway Alpha Rehab, Construction of S. East/West Taxilane Connector, Install of 10' Wildlife Fencing around entirety of airfield, Construction of Airport Owned Hangar, Conversion of Papis/Approach Lights to LED, Design for West Overflow Apron, and Construction of West Overflow Apron.

**22.03.06      Approve ACIP to be Submitted to MDOT by March 9<sup>th</sup> 2022**

Airport Consultant Jeff Thoman presented to the Board a revised ACIP to include additional projects and with timelines adjusted to utilize the allotted BIL

Motion from Board Chair Sylte with support from Barese to approve the ACIP as presented and pending final projects for years 2024-2027 to be submitted to MDOT by March 9<sup>th</sup>.

Aye votes: **Hoekstra, Corbin, Murray, Barese, Blanton, Sylte, Keeter, Klynstra, King**

Nays: None

Motion carried.

Meeting Adjourned at 1:00 p.m.

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**Minutes Approved:** (Secretary)

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

# **West Michigan Airport Authority**

## **MEETING MINUTES**

**March 14<sup>th</sup>, 2022**

**\*\*\*11:30 a.m. – 1:00 p.m.\*\*\***

**60 Geurink Blvd. Holland, MI**

**PRESENT:** Hoekstra, Corbin, Murray, Barense, Blanton, Sylte, Keeter, Klynstra

**ABSENT:** King

**OTHERS PRESENT:** Airport Authority Director Thelenwood, Project Administrator Davio, Mike Krzciok (FBO), Treasurer McCammon, Linda VanderLeek (Board of Public Works Holland)

*Board Chair Sylte called the meeting to order at 11:30 a.m.*

### **22.02.01 Public Comments.**

None.

### **22.02.02 February 14th, 2022 Meeting Minutes.**

Klynstra made a motion with support by Keeter to approve the minutes as presented.

Aye votes: **Hoekstra, Corbin, Murray, Barense, Blanton, Sylte, Keeter, Klynstra**

Nays: None

Motion carried.

### **22.03.03 Public Hearing for FY23 Budget**

Director Thelenwood opened the public hearing for the FY23 Budget. While the Airport is experiencing an uptick in traffic, revenue from fuel flowage fees are being budgeted for conservatively, at the same level as FY21. The estimated operating budget revenues for FY22 are \$646,900 plus the \$57,000 in CRRSAA funding to be received on a reimbursement basis as part of the pandemic relief. Other operating revenues are expected to maintain a steady growth as economic recovery continues with tax revenues also expected to remain strong. The Authority is expecting to receive additional funding through ARPA and Parcel K has been listed for sale at \$799,000.

Operating expenses are expected to increase by about \$45,000 due to a proposed new full time staff position with reserves from future capital projects helping to offset other costs related to the new role. Corbin commented that approval of the budget for the new staff position does not mean approval of the position itself at this time. Budgeted legal expenses remain the same as FY22 at \$20,000 and the continued use of strategic support services through consultant, Mead & Hunt is also reflected in the budget.



A recommended \$91,000 from Airport revenues should be placed in reserves for local match for future Capital Projects. The Airport will also be receiving \$763,000 through the Bipartisan Infrastructure Law to go toward infrastructure improvement priorities and standard maintenance projects outlined at the **March 7th Special Meeting** including:

- Design for North Hangar Park Taxilane.
- Wetland Mitigation for N. Hangar Park Taxilane
- Approach Light Gravel Path Restoration.
- Runway/Taxiway Painting (as needed).
- Entranceway Improvements.

A goal \$100,000 was reached in reserves for future Business Center maintenance and repairs and, as a result, will not be budgeted for in FY23.

With no members of the public present for the hearing for further discussion, a motion to close the public hearing was made by Keeter with support by Hoekstra.

Aye votes: **Hoekstra, Corbin, Murray, Barensen, Blanton, Sylte, Keeter, Klynstra**

Nays: None

Motion carried.

#### **22.03.04 Approval of FY23 Budget**

Hoekstra made a motion with support from Klynstra to approve the FY23 Action plan, FY23 Operating Budget, FY23 Capital Budget, and FY23 Budget Schedule.

Aye votes: **Hoekstra, Corbin, Murray, Barensen, Blanton, Sylte, Keeter, Klynstra**

Nays: None

Motion carried.

#### **22.03.05 Lakeshore Advantage: Business Intelligence Report**

Board Secretary Blanton presented Lakeshore Advantage's Business Intelligence Report and economic development findings for 2021. It highlights steady growth, despite effects of COVID-19 seen in supply chain disruptions and labor shortages, and a strong local economy rooted in manufacturing.

#### **22.03.06 MAAE Update**

Project Administrator Davio presented to the board the updates from the Airport Conference held in East Lansing on February 16<sup>th</sup>. Highlighted at the conference was the forward motion of the Bipartisan Infrastructure Law Funding and the emphasis of sustainability, resiliency, and efficiency at the forefront of grant opportunities in Airport Terminal Projects and Contact Tower Programs. In addition to the \$763,000 allotted to WMRA annually for five consecutive years, West Michigan Regional Airport can compete for discretionary funds within the Airport Terminal

Program (ATP). The \$5 billion in ATP funding will give preference to airport projects aimed toward improving accessibility, equity, and energy efficiency among other priorities.

Other notable topics included developments in Advanced Air mobility, Sustainability and Resiliency in Aviation, and community engagement efforts at GA airports. The approval of Michigan's done corridor allows for the implementation of Vertical Take-Off and Landing (VTOL) and Short Take-off and Landing (STOL) aircrafts as the technology develops, with the need for demonstration vertiports/networks at various airports on the horizon. West Michigan Regional is continuing to seek out connections and conversations which will position itself to be at the forefront of the developing technology. The FAA also recently announced its goal to reach net zero emissions by 2050. The Envision program, developed by the Institute for Sustainable Infrastructure, puts forth an adaptable framework to aid in making realistic and sustainable decisions in infrastructure projects while also emphasizing community and stakeholder needs.

### **22.03.07 Discussion of BPW Renewable Credit Program**

Project Administrator Davio presented to the Board a proposal to opt into the Board of Public Works Holland Renewable Energy Credits Program following review from all three airport committees: Building & Development, Marketing & Communications, and Operations.

Approving the proposal would increase the Airports energy mix from 15% renewable to 100%. Treasurer McCammon commented on ESG disclosures becoming increasingly important with regard to funding opportunities. Co-Chair Corbin asked about the competitive edge increased energy efficiency could give WMAA in future FAA grants. Linda VanderLeek from Holland BPW offered further insight to the program.

Co-Chair Corbin made a motion with support from Barensen to approve the proposal and opt into BPW's Renewable Energy Credit Program at 100% renewables.

Aye votes: **Hoekstra, Corbin, Murray, Barensen, Blanton, Sylte, Keeter, Klynstra**

Nays: None

Motion carried.

### **22.03.08 FBO Progress Report**

Director Thelenwood presented the FBO report to the Board on behalf of FlightLevel's Station Manager Tyler Vandenbrand. The position for Director of Maintenance for FlightLevel was filled by Victor Grahn—aircraft mechanic positions are still being filled. Murray asked about the liability of FlightLevel's maintenance agreement not being upheld. Progress is being made toward upholding a higher standard of communication. "FlightLevel Holland BIV" has been listed on Google, and there are plans to advertise further as the Maintenance Dept. solidifies. Charter services are operational with increased capacity for varied aircrafts by using brokered flights. The Flight School is also still servicing students despite inclement weather. The FBO will continue to implement necessary changes and strives for continued growth to address prior issues and meet expectations going forward.

Co-Chair Corbin made a motion to accept the FBO Progress Report with support from Hoekstra.

Aye votes: **Hoekstra, Corbin, Murray, Barensse, Blanton, Sylte, Keeter, Klynstra**

Nays: None

Motion carried.

### **22.03.09 FBO Report**

Director Thelenwood presented to the board the FBO Report with note toward a near doubling in fuel sales compared to this time last year and a slight increase over last month.

### **22.03.10 Financial Reports**

Treasure McCammon presented the Financial Reports to the Board. Hoekstra made a motion with support from Klynstra to approve the reports as presented.

Aye votes: **Hoekstra, Corbin, Murray, Barensse, Blanton, Sylte, Keeter, Klynstra**

Nays: None

Motion carried.

### **22.03.11 Updates from the Board**

None.

### **22.03.12 Other Business**

Director Thelenwood briefly updated the Board regarding the status of the following:

- A. Parcel K
- B. Marketing Strategy Launch: Testimony from Nexus.
- C. BIL Funding Updates: Approval of ACIP
- D. Manager Certification: Underway
- E. Tulip Time: A Fly-In is scheduled for the afternoon of May 14<sup>th</sup>

Meeting Adjourned at 12:52 p.m.

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**Minutes Approved:** (Secretary)

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

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April 11<sup>th</sup>, 2022

### REPORT 3

To: West Michigan Airport Authority Board.  
From: Aaron Thelenwood, Airport Authority Director.  
Subject: **FBO Land Lease AApproval**

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The Airport Authority entered into a thirty (30) year land lease with Tulip City Air Service for 47,080 square feet of property located on Geurink Blvd. (see map below). This lease was entered into in November 1995 and is up for renewal. FlightLevel took over the remainder of the lease with it's acquisition of Flyby Air in July 2021. The original lease allowed for one renewal, subject to approval by the Airport Authority Board and the Airport Authority received written notice from Flight Level of their intent to renew. The lease was last amended in 2009 to reference the then updated FBO Agreement.

Overall, the terms of the proposed lease renewal do not differ substantially from the previous lease. There are some baseline revisions to address changes to the surrounding property and developments over the past three decades. Additionally, lease rates will be amended to be brought in-line with current market conditions.

The term of the current lease Expired in February 2022 and the updated lease will be retroactively applied to February once adopted.

### **Recommendation**

It is recommended that the Airport Authority Board approve the Lease Renewal with FlightLevel Aviation, subject to final approval as to form by the Airport Authority's Attorney, and contingent on final review by the FBO. If there are any significant changes proposed, they'll be brought back to the Board for approval.

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April 11<sup>th</sup>, 2022

### REPORT 4

To: West Michigan Airport Authority Board.  
From: Aaron Thelenwood, Airport Authority Director.  
Subject: **124 Veterans Drive Variance Approval**

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The Airport Authority Approves Site Plans for new construction projects located in areas impacted by Airport and related Airspace restrictions. Typically, the Director will conduct the site plane review and approval process on behalf of the Airport Authority, as Authorized by the Board.

Rittenhouse Brothers developed a previous property at 116 Veterans Drive over a year ago, and they are looking to develop an adjacent property at 124 Veterans Drive this year. The Airport Authority found a determination of no hazard for 116 Veterans Drive where the developer built a commercial condo unit, which contained several manufacturing and small business spaces. They're planning to do a similar project for 124. The property developer has not submitted a site plan yet for 124 Veterans Drive and is in the preliminary planning stages of the project.

The issue at hand stems from the adoption of the Unified Development Ordinance (UDO) last year. The proposed project is in Zone 2 of the Airport Zone District (see attached maps), and, under the text of UDO, it would appear preliminarily that the project would not be an authorized use. The Zones of the Airport District align with the Zones of the adopted Airport Layout Plan, which has been incorporated into the City of Holland's Zoning Ordinance since the early 2000s.

The area where this project would be developed is already very dense with development, including a large concentration of residential development that predated the incorporation of the ALP. Additionally, the parcel in question is likely one of, if not the last undeveloped parcel in this area. The intent of the ALP and the Airport Zoning District is to prevent future development that could pose any undue hazard.

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After re-reviewing the 116 Veterans Drive Project, discussing the proposed project for 124 with the Developers, and reviewing the project with Mead & Hunt and the Airport Building & Development Committee, the determination was that this project would likely not pose any additional risk, as presented. This determination would be subject to change with any substantial changes to the project, once a site plan is received. For example, residential housing, or any other high-density development would not be approved.

We're asking the Board to review this proposal on a preliminary basis, and approve the following:

1. That there is likely no undue risk associated with the project as described;
2. Final approval of the project is conditional to review and approval under the Airport's established site plan review process, once a site plan is received;
3. The Board Authorizes the Director to review and approve similar projects located in Zone 2, following the standard Site Plan Review Process.

To be explicitly clear, the project does not have approval to begin construction, just that based on current discussions, the Airport Authority sees no likely undue risk as described. Additional review needs to be completed at the City of Holland, and their Zoning team will make a final determination after approval from the Authority is received. Further, the Director will work with the City of Holland in the event that any text edits are deemed necessary to the UDO Airport District. Any changes to the Airport Zone District will be brought back to the Airport Authority Board for final approval.

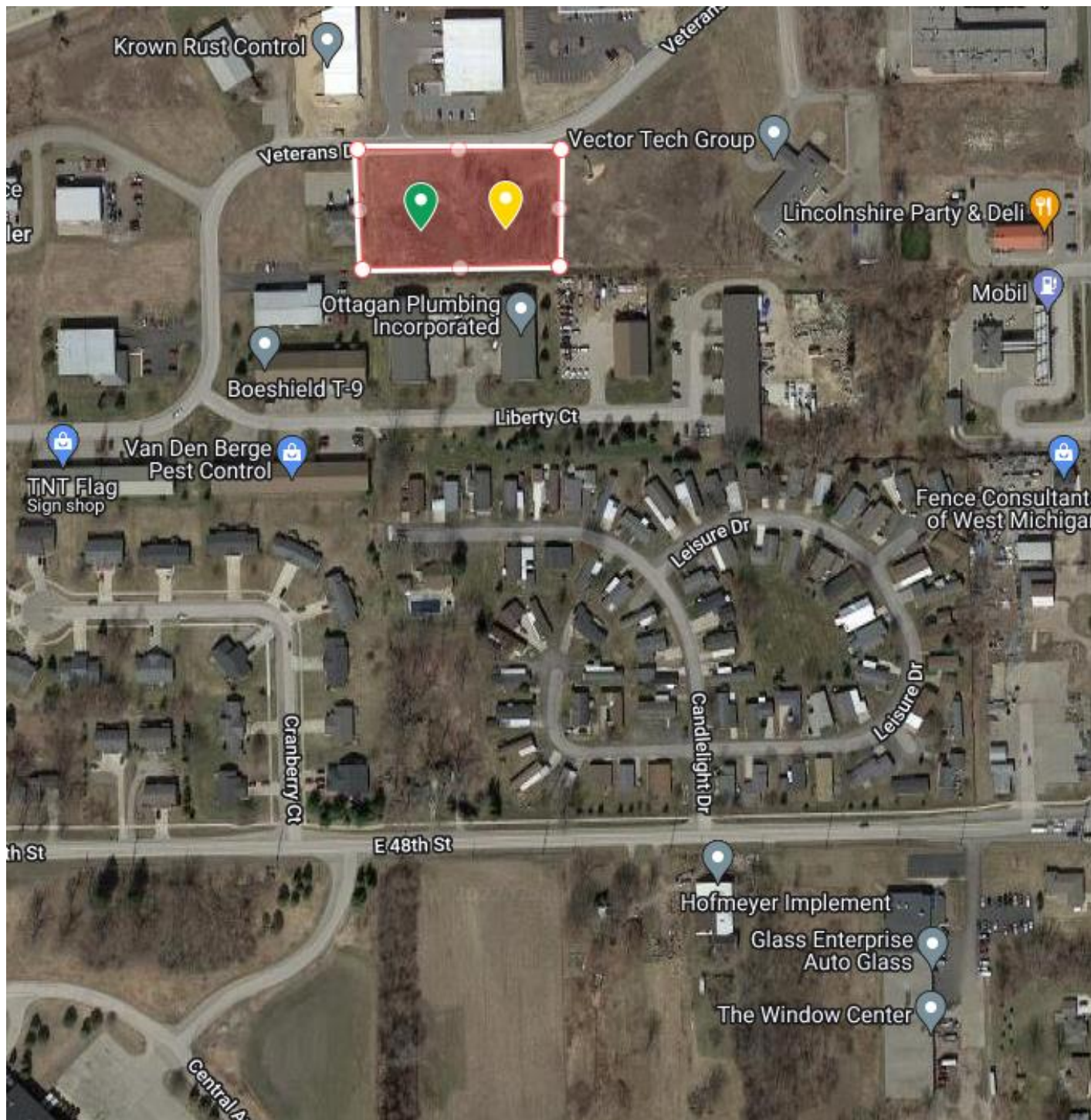
### **Recommendation**

It is recommended that the Airport Authority Board approve the following:

1. That there is likely no undue risk associated with the project as described;
2. Final approval of the project is conditional to review and approval under the Airport's established site plan review process, once a site plan is received;
3. The Board Authorizes the Director to review and approve similar projects located in Zone 2, following the standard Site Plan Review Process.

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## SECTION 39-2.20 AIRPORT OVERLAY DISTRICT

- A. **Intent.** The Airport Overlay District is established in addition to the A Zone District (see Section 39-2.17), and applies to the area shown on the map in [Section 39-2.20.E](#). The intent of the Airport Overlay District is:
1. Promote the public health, safety, and general welfare of the residents and businesses surrounding the West Michigan Regional Airport.
  2. Protect the approaches to the Airport and surrounding airspace from *encroachment* and limit the exposure of impacts to persons, property, or facilities in proximity to the Airport.
  3. Protect vulnerable land *uses* from negative impacts caused by the Airport.
  4. Protect State, Federal, and Local investments in aviation infrastructure.
  5. Regulate and restrict *building sites*, placement of *structures*, and land uses by separating conflicting land uses and prohibiting certain land uses that would be detrimental to Airport operations and navigable airspace
- B. **Basis for Regulation.** As part of the Airport Approach Plan process, accident safety zones, land use guidelines, and planning strategies for new *development* were developed. Permitted and prohibited land uses are specified in [Section 39-2.20.D](#) and illustrate the application of those provisions. Areas 1 to 5 are taken specifically from the Approach Plan updated by the Michigan Aeronautics Commission and the Michigan Department of Transportation *Office of Aeronautics*. Area 6 has been included as an additional surface area per the Federal Aviation Regulations (FAR) Part 77 - Horizontal Surfaces.
- C. **Airport Overlay Areas.** The Airport Overlay Areas are shown on the map in [Section 39-2.20.E](#) and are aligned with the Area Uses and Features Table in [Section 39-2.20.D](#).
- D. **Area Uses and Features Table.** This Table and the standards of the underlying *Zone Districts* shall both govern.

	AREA 1	AREA 2	AREA 3	AREA 4	AREA 5	AREA 6
Uses	Aviation Uses	P	P	P	P	P
	Child Care Center	-	-	P	-	P
	Gas Station	-	-	P	P	P
	Hospital	-	-	-	-	-
	K-12 School	-	-	P	-	P
	Low Intensity Manufacturing	-	-	P	-	P
	High Intensity Manufacturing	-	-	P	-	P
	Nursing Home	-	-	-	-	-
	Outdoor Storage and Processes	-	-	P	P	P
	Power Plant (non-wind or solar)	-	-	P	P	P
	Residential Dwelling Units <sup>C</sup>	-	-	P	P	P
	Religious Institution	-	-	P	-	P
	Solar Energy Facilities	P	P	P	P	P
	Transportation and Logistics	-	-	P	P	P

1  
Toolbox

2  
Zone  
Districts

3  
Form  
Based  
Code

4  
Add'l Use  
Standards

5  
Site Design  
Review  
Standards

6  
Landscaping/  
Green Inf.

7  
Lighting

8  
Signage

9  
General  
Standards

10  
Streets/  
Sidewalks/  
Driveways

11  
Subdivision  
of Land

12  
Processes/  
Admin.

13  
Non-  
conformities

14  
Definitions

1 Toolbox			AREA 1	AREA 2	AREA 3	AREA 4	AREA 5	AREA 6		
	2 Zone Districts	Uses	Warehousing	-	-	P	P	P	P	
Wholesale			-	-	P	P	P	P		
Wind Energy Facilities			-	P	P	P	P	P		
Wireless Communications			-	P	P	P	P	P		
Any other use permitted in the underlying Zone District			-	-	P	P	P	P		
3 Form Based Code	4 Add'l Use Standards	Site Features	Maximum Structure Height	0 ft	40 ft	40 ft	40 ft	A	B	
			Wetlands (man-made)	-	P	P	P	P	P	P
Detention Ponds			-	P	P	P	P	P	P	
Retention Ponds			-	-	-	-	-	-	-	
Processes that Produce Smoke or Dust			-	-	P	P	P	P	P	
Vegetation anticipated to exceed 50 feet in height during its lifespan			-	-	-	-	-	-	P	
5 Site Design Review Standards			6 Landscaping/ Green Inf.	Fruit-bearing vegetation	-	-	-	-	-	P
Footnotes to Table 2.20.D:										
7 Lighting	A Area 5. No structures above grade shall be built in Area 5 within 500 feet of an existing or planned (on the official Airport runway plan) runway centerline. Beyond 500 feet, the maximum height of a structure shall increase by 1 foot for every 7 feet further from the runway that the structure is located. For example, a structure 640 feet away from the runway shall be permitted to be up to 20 feet in height. Any structure located within Area 5 that is more than 745 feet from the runway centerline shall be exempt from this Section and shall be subject to the height requirements of the underlying Zone District.									
	8 Signage	B Area 6. The maximum building height of the underlying Zone District shall apply.								
C Installing a manufactured housing unit on an empty homesite within an existing manufactured housing community shall not require an approval under this Overlay.										
9 General Standards										
10 Streets/ Sidewalks/ Driveways										
11 Subdivision of Land										
12 Processes/ Admin.										
13 Non-conformities										
14 Definitions										



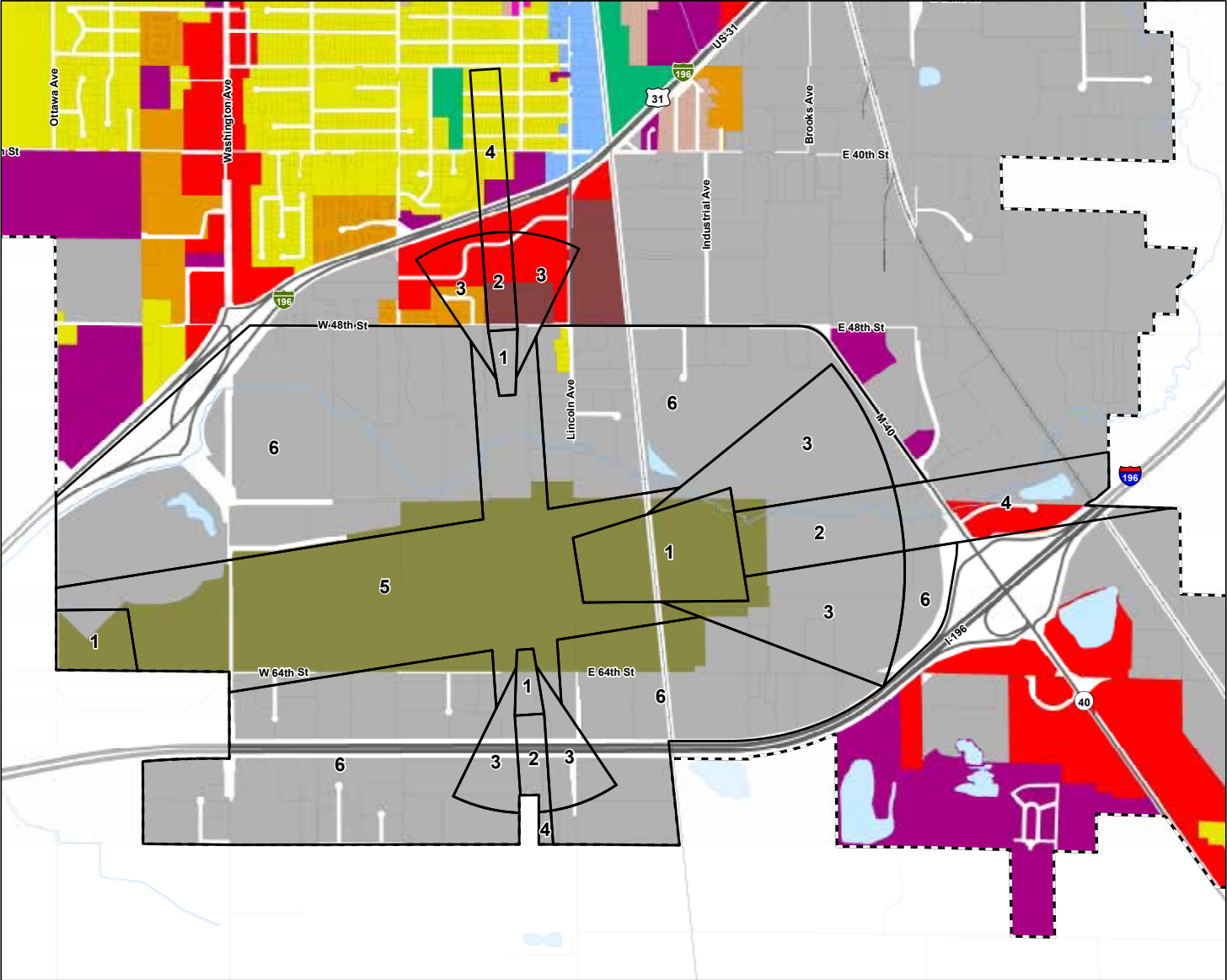
Section 2.20.E

**Airport Overlay District**

City of Holland, Michigan

March 23, 2021

- Legend**
- Numbers 1-6: Airport Areas (2.20.D)**
- Airport Overlay District
  - LDR - Low Density Residential
  - CNR - Cottage Neighborhood Residential
  - MDR - Medium Density Residential
  - TNR - Traditional Neighborhood Residential
  - HDR - High Density Residential
  - MHR - Manufactured Housing Community
  - NMU - Neighborhood Mixed Use
  - CMU - Corridor Mixed Use
  - RMU - Redevelopment Mixed Use
  - GMU - Greenfield Mixed Use
  - ED - Education
  - I - Industrial
  - A - Airport
  - OS - Open Space
  - PUD - Planned Unit Development
  - F - Form Based Code



1	Toolbox
2	Zone Districts
3	Form Based Code
4	Add'l Use Standards
5	Site Design Review Standards
6	Landscaping/ Green Inf.
7	Lighting
8	Signage
9	General Standards
10	Streets/ Sidewalks/ Driveways
11	Subdivision of Land
12	Processes/ Admin.
13	Non-conformities
14	Definitions

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14	Definitions

F. **Applicability.** Any property that an Airport Overlay District Area boundary includes or intersects shall conform to the Overlay standards when *Site Plan* Review is requested.

1. Properties not in compliance with the Airport Overlay shall be considered *nonconforming* and shall be subject to the provisions of Article 39-13.
2. The requirements of the Airport Overlay shall supersede all other requirements of *UDO*, unless otherwise stated in this Section.
3. Any application to change the underlying *Zone District* for a property within the Airport Overlay shall be reviewed by the West Michigan Airport Authority, who shall issue a recommendation to the *Planning Commission*.

G. **Airport Overlay District Standards.**

1. *Parking* shall be required in the Airport Overlay per the underlying *Zone District*.
2. All exterior light *fixtures* shall be downward facing at a **90 degree angle**, with a concealed and shielded *light source*. No freestanding light pole shall exceed **33 feet in height**, measured from *grade* to the top of the fixture.
3. All new *structures* proposed within the Airport Overlay District shall obtain a “Determination of No Hazard” from the Michigan Department of Transportation and the Federal Aviation Administration, or submit information to the City confirming they are exempt.

H. **WMAA Review.** When *Site Plan* Approval is requested for a *development* within the Airport Overlay District, the West Michigan Airport Authority, or its designated staff person, shall review the *Site Plan* and provide comments to the *Approving Authority* regarding the impact of the proposal on aviation safety. The WMAA shall review the *development* to determine if it will:

1. Create a significant concentration of people.
2. Create visual obstructions to navigable air space or surfaces due to smoke, steam, dust, *lighting*, or another obstruction that would adversely affect aircraft operational

areas and airspace with consideration of the proximity of the *development* to the ends of runways, runway surfaces, and extended runway centerlines.

3. Be subject to negative impacts from aircraft noise. *Building* construction methods to reduce Airport-related noise may be required.
  4. Potentially attract wildlife that may be hazardous to aviation safety. Methods for designing water bodies to drain dry within 48 hours, putting water detention underground, *landscaping*, and other mitigation techniques to discourage entry and exit of the waterbody by wildlife may be required.
  5. Include storage of flammable or hazardous materials as defined by the Michigan *Building Code*.
  6. In some other means interfere with the operations of the Airport.
- I. **Disclaimer.** The Airport Overlay District does not imply that land *uses* within the vicinity of West Michigan Regional Airport will be free from aircraft noise impacts, aircraft operations, and aircraft overflights. Nor does *UDO* create liability on behalf of the City of Holland, or any officer or employee thereof, for incidents that may result from reliance on *UDO*.



**WEST MICHIGAN**  
REGIONAL AIRPORT

ANNUAL REPORT

**2021**



# 2021 STORIES

3

Letter From the Director, Aaron Thelenwood

4

New Fixed Based Operator

5

FBO Report Data

6-7

Smooth Landings

The Runway and Rehabilitation Project

8-9

The Next Generation of Aviation

10-11

Development Opportunities Take Flight

12-15

The Aviation Community

Dream Flights | Operation Good Cheer | Human Society Pet Rescue

AARON  
THELENWOOD



## *Letter from the Director*

Friends of the airport,

We accomplished a lot in 2021 at West Michigan Regional Airport! From completion of the runway and lighting rehab project to expanding business development opportunities, thank you for helping us make 2021 a success!

West Michigan Regional Airport (WMRA) has undergone several key changes this past year, including adding a full-time director role, transitioning our fixed based operator (FBO) services to FlightLevel Aviation, onboarding additional part-time staff, and expanding direct engagement with all of our on-field partners. We also completed our \$4.4 million runway and lighting project, improving the experience and safety of our guests and staff.

We are particularly excited to support and invest staff time in educational outreach and community engagement. 2021 saw the launch of on-field partner FlightPath and their Flight Night Program, as well as their collaboration with STEM Flights, a national aviation education organization. These partnerships serve to set us apart from other regional airports while also attracting the next generation of pilots and aviation/aerospace professionals to West Michigan.

Looking forward, we're continuing to expand our business development engagement efforts, highlighting opportunities for organizations to relocate and grow at West Michigan Regional Airport. We will also receive additional federal infrastructure funds allocated to WMRA from the Infrastructure Investment and Jobs Act in 2022 which we plan to invest in critical infrastructure to support these efforts.

We will continue to build partnerships, explore new opportunities, and promote the airport to support growth and sustainable aviation activity in West Michigan. 2021 proved to be a year of change, challenges and opportunities to innovate. We look forward to an equally optimistic 2022!

Thank you for your continued support.

Kind regards,

Aaron Thelenwood  
Airport Authority Director



# West Michigan Regional Airport Has A New Fixed Based Operator: **FlightLevel**

The Airport Authority approved the transfer of their existing FBO and Airport Manager Agreement contract to FlightLevel Aviation in July. An FBO is a private business contracted with an airport to manage operations, fuel service, aircraft maintenance, flight instruction and more.

*“After careful evaluation, we were pleased to welcome FlightLevel Aviation to WMRA in July. FlightLevel Aviation has been a dedicated partner in the transition and has shown investment in furthering the airport’s goals of business and community development.”*

- Aaron Thelenwood, WMRA Director

FlightLevel Aviation assumed the existing 20-year, non-exclusive contract with WMRA. The company also provides FBO services to many other airports throughout the Northeastern United States.

“We are committed to providing a world-class experience to our visitors and tenants. From charter opportunities to the warm cookies in the terminal, guests know West Michigan Regional Airport for excellence,” said board chair, Russ Sylte. “We’re grateful that FlightLevel has committed to providing that same level of service to our visitors.”

## FLIGHTLEVEL’S AIRPORT SERVICES INCLUDE:

- CHARTER SERVICES
- RUNWAY MANAGEMENT
- RAMP SERVICES
- FLIGHT TRAINING
- AIRFIELD MAINTENANCE
- T-HANGAR MAINTENANCE
- AIRCRAFT MAINTENANCE
- AVIATION FUEL & OIL DISPENSING SERVICES



## FBO REPORT DATA

AVERAGE MONTHLY SALES



AVERAGE MONTHLY GALLONS DELIVERED

49,777

YEARLY TOTAL FLIGHTS

Transplant Flights

3

Wings of Mercy Flights

25

Freight Flights

35

TOTAL FREIGHT WEIGHT

50,630





## Runway & Lighting Rehabilitation Project

The West Michigan Regional Airport's \$4.4 million runway and lighting rehabilitation project was completed in May 2021. The project was funded primarily through the Airport Improvement Program with 90% of funds coming from the FAA, 5% from MDOT-Aeronautics and 5% local share. We're grateful for the FAA and MDOT's continued commitment to and investment in WMRA.

This critical project improved the runway and replaced fixtures to reduce the airport's energy consumption, creating a better experience for users.

### FACILITY UPGRADES INCLUDED:

- REMOVING AND RESURFACING THE 6,002-FOOT RUNWAY
- UPGRADING LIGHTS ALONG THE RUNWAY WITH LED LIGHTING
- UPGRADING RUNWAY END IDENTIFIER LIGHTS (REIL)
- REPLACING WAYFINDING AND TAXIWAY GUIDANCE SIGNS

Rieth-Riley Construction, the contractor on the project, completed the project with only two and a half weeks of closure. The project received the **2021 Quality in Construction (QIC) Award** from the National Asphalt Pavement Association and an **Award of Excellence** from the Asphalt Paving Association of Michigan (APAM).

*LEDs use approximately 75% less energy than older incandescent bulbs and last 25% longer. The upgraded lights will aid us in improving our facility's energy efficiency while maintaining a safe, well-lit runway for pilots.*





# THE NEXT GENERATION OF AVIATION



From young children watching planes take off and land, to students taking their first solo flight, WMRA is uniquely positioned to support investment in the future of aviation. We strive to create opportunities for all students to explore the many career pathways available within aviation.

We developed two key partnerships with organizations specifically focused on this goal in 2021: Flight Path & STEM Flights.

Flight Path is a nonprofit youth aviation education program operating at WMRA. Their Flight Night program offers free educational opportunities for middle and high school students to explore careers in aviation. Flight Path connects students with aircraft mechanics, flight instructors, corporate pilots and other aviation specialists. So far, over 200 students have experienced flight simulations through Flight Nights, with several “graduating” from the program to pursue their own pilot certifications.



WMRA also partnered with national aviation education nonprofit STEM Flights. STEM Flights engages students in STEM education through the exciting field of aviation.

The STEM Flights program coordinates a national network of volunteer pilots who mentor students interested in aviation. Leading into 2022, they plan to become a more active partner at West Michigan Regional Airport. Flight Path & STEM Flights work in tandem to provide a comprehensive array of aviation experiences for students at WMRA. STEM Flights is always looking to engage new volunteer pilots in their program.

To learn more about Flight Path and their Flight Nights, visit [miflightpath.org](https://miflightpath.org)  
To learn more about STEM Flights, visit [stemflights.org](https://stemflights.org)

***“Our goal is to introduce kids to aviation and all aspects of it. Whether it be flying or being an aircraft mechanic or being in flight scheduling or any other number of things that involve aviation.”***

- Jeff Vos, Flight Path President





## Land Parcels Available for Lease in Aerospace and Aviation

WMRA continuously strives to support and grow our local economy. In 2021 we had the opportunity to support community growth through our own property investments. 2021 saw the launch of direct business engagement strategies designed to attract new aerospace and aviation companies to our region. The Airport Authority owns several parcels adjacent to the airfield that are ideal for future aviation and aerospace-related development. Available parcels range from 4 to 23 acres and are well suited for hangar development, aerospace manufacturing facilities, eVTOL and electric aircraft systems, and other emergent technologies. Other primary target industries include: aerospace engineering, manufacturing, maintenance and repair, hospitality, freight and cargo, drone manufacturing and more.

“In order to best serve our growing community, the Airport Authority has prioritized developing the land around the airport,” said Thelenwood. “West Michigan has a strong aerospace industry, and a long established history of cutting edge manufacturing. These on-field properties offer a unique opportunity for businesses to develop in the heart of a key industrial corridor while having immediate access to on-field amenities and services.”

Learn more about the available parcels and qualifying uses at [westmichiganregionalairport.com/development/](https://westmichiganregionalairport.com/development/)



## Parcel K Available for Industrial Sale

As part of our growth and development strategy, West Michigan Regional Airport has opened up a parcel for sale which can be used for general industrial development. Parcel K, located southeast of the airport, is separated from the airfield by Lincoln Avenue and a CSX rail line. Completing a three-year process with the FAA and the City of Holland, we're excited to announce that the 18.8 acres are available for sale. Revenues from the sale will be reinvested to support WMRA's long-term airport development projects.

Parcel K provides quick access to the freeway, railway and major cities. We recommend the land for general manufacturers, R&D space and other business-related uses that support the region's broader economic development objectives. WMRA is ideally located amongst some of Michigan's most significant industries, including automotive, agriculture, furniture and aerospace. Parcel K provides non-aerospace tenants the chance to expand into this opportunity-rich market.

To learn more about Parcel K, visit [westmichiganregionalairport.com/development/](https://westmichiganregionalairport.com/development/)





# THE AVIATION COMMUNITY

***"Aviation is a community, not just a business. The energy that came out of West Michigan Regional was exceptional, something that we weren't finding in other places."***

- Bill Sandmann, Nexus, On-Site Business

## 6 DREAMS FULFILLED — DREAM FLIGHTS

In early August, West Michigan Regional Airport hosted Dream Flights, a nonprofit organization focused on providing veterans with exciting flights in restored WWII Boeing Stearman biplanes. The organization has provided Dream Flights for over 4,500 veterans in the last ten years! During their stop at West Michigan Regional Airport this summer, Dream Flights flew six local WWII veterans as part of Operation September Freedom, which honored the 80th anniversary of Pearl Harbor. The veterans arrived by bus from Holland and Covenant Living in Grand Rapids. Our community showed its stripes this day, with 200+ volunteers and supporters lining Geurink Boulevard with American flags, welcoming the veterans. Local firefighters showed support by hoisting a massive American flag held between two ladder trucks. Holland's Operation September Freedom also featured a flyover of four T-34 Mentor planes by Hooligan's Flight Team.

Volunteer pilots, many of them veterans themselves, took each Dream Flyer on a personal 20-minute flight. Each flight in the restored, open-cockpit biplane provided the veterans with the unique experience of soaring 1,000 feet above the ground. For some veterans the experience was a nostalgic one, while for others, flying was a life-long dream come true. These aircraft were the very same models that many of the veterans trained in before serving in the war.

Learn more about Dream Flights and how you can support them on their website, [dreamflights.org](https://dreamflights.org)







## 19,941 GIFTS DELIVERED — OPERATION GOOD CHEER

Each holiday season, West Michigan Regional Airport welcomes flights from Child and Family Services of Michigan (CSFM) for their annual event, Operation Good Cheer. This program provides presents for children and teens in foster care, as well as adults with disabilities, across the state. Since 1971, over 100,000 Michiganders have received gifts through Operation Good Cheer.

Donation sites collect, wrap and load the gifts for transport, then volunteer truck drivers bring the presents to local airports to be flown to their new homes. As one of the most centrally-located airports in Michigan, the WMRA team is always excited to host Operation Good Cheer to help CSFM make the holiday season brighter for Michigan families in need.

The 2021 holiday season included 256 aircraft, many of which came from the Michigan Wing of Civil Air Patrol (CAP)—an official nonprofit auxiliary of the U.S. Air Force. Through the hard work of 175 pilots, the Civil Air Patrol, and many volunteers, the 50th anniversary of CSFM's Operation Good Cheer delivered 19,941 gifts to 6,647 recipients across the state.

Thank you Operation Good Cheer for using West Michigan Regional Airport!

Learn more about Operation Good Cheer and how you can support them on their website, [cfsm.org/operation-good-cheer](https://cfsm.org/operation-good-cheer)



## 140 PETS SAVED — BISSELL PET RESCUE

In June, we were excited to welcome the BISSELL Pet Foundation to WMRA. After a rather loud flight to our airport, volunteers from many regional pet foundations and organizations were able to relocate over 140 cats and dogs by transporting them to their new homes in West Michigan likely saving their lives in the process.

Due to hurricanes in the Southern United States, hundreds of pets lose their homes every storm season. The local animal shelters suffer from overcrowding and can't adequately care for this influx of strays. Organizations across the country help transport pets to shelters that have the capacity to properly care for them, but rescuing by van or other ground transportation can take up to 24 hours.

On June 23rd, our partners rescued pets from overcrowded shelters throughout Louisiana after Hurricane Claudette. These 140 pets made the quick flight north to West Michigan Regional Airport where volunteers delivered them safely to 12 local shelters and foster families.

Learn more about the Bissell Pet Foundation at [bissellpetfoundation.org](https://bissellpetfoundation.org)





(616) 392-7831  
60 Geurink Blvd, Holland, MI 49423  
[westmichiganregionalairport.com](http://westmichiganregionalairport.com)



## West Michigan Airport Authority

60 Geurink Boulevard, Holland, MI 49423

P (616) 368-3023

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



April 7, 2022

## REPORT #7

To: West Michigan Airport Authority Board.  
From: Amanda Davio, Project Administrator  
Subject: **Update on Envision**

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The Envision Program provides the framework to prioritize sustainability, resiliency, and equity in civil infrastructure through practical measures. The system offers a decision-making guide rather than prescriptive measures allowing it to be adaptable for a multitude of different projects. Unlike other rating systems, Envision considers factors across a projects entire lifecycle in its rating encouraging not only resiliency in the final project, but collaboration between stakeholders to implement more cost-effective, resource-efficient, and adaptable long-term infrastructure investments.

The application of the framework has been used by the BPW who received a highly recognized Platinum Envision award on the Holland Energy Park Project and is currently implementing it for its anaerobic digester project. It's increasingly being considered across aviation as well as airports state and nationwide have received certifications for a variety of projects including Detroit Metro who were awarded for their Runway Reconstruction project in 2016. Other airports have used Envision for projects from taxiways to stormwater to structure development.

With a variety of projects on the horizon, and FAA focus moving increasingly toward sustainability and equity, incorporating a collaborative and guided process such as Envision could help promote stakeholder engagement, cost effective investment, and set WMAA apart from other airports. We're still in the process of exploring what a real project accomplished through Envision would look like start to finish and how it might benefit the airport to incorporate it into future projects such as the North Hangar taxilane. While any additional cost to incorporate Envision varies widely from project to project, the final certification would be eligible for BIL funding and captured in the overall project.

## Recommendation

It is recommended that the Airport Authority Board accept this as information.

*The West Michigan Airport Authority will provide the public with state-of-the-art global air access to strengthen the local economy and improve the area's quality of life.*

# ***WMAA MONTHLY FBO REPORT***

## **West Michigan Regional Airport FBO Report FlightLevel BIV March 2022**

<b>Total Fuel Gallons Delivered</b>		<b>Current Month Mar 2022</b>	<b>One Year Ago Mar 2021</b>	<b>Fiscal Year To Date 01/01/22-12/31/22</b>	<b>F/Y to Date Compared 01/01/21-12/31/21</b>
Avgas		2,354			
Jet Fuel		52,055			
<b>Total Gallons Delivered</b>		<b>54,409</b>	<b>45,334</b>	<b>124,295</b>	<b>+22104</b>

<b>Transplant Flights</b>	<b>0</b>
<b>Wings Of Mercy Flights</b>	<b>0</b>
<b>Freight Flights From/To Holland</b>	<b>1</b>
<b>Freight Weight</b>	<b>900 lbs</b>
<b>Number of Parts if Known</b>	<b>6 skids</b>

WMAA Fund Balance as of 6/30/2021					\$ 1,174,468.80
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	Operating	Capital (999)	EEC Project (546)	Capital Funds (999)	
Year to date Revenues	585,228.61	-	-	-	\$ 585,228.61
Year to date Expenses	472,555.87	-	-	-	\$ 472,555.87

Estimated Fund Balance as of 04/07/2022					<u>\$ 1,287,141.54</u>
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	Budget	YTD		
Remaining Operating Revenues	661,757.00	585,228.61		\$ 76,528.39

	Budget	YTD	Encumbrances	
Remaining Operating Expenses (excluding contingences)	553,475.00	472,555.87	9,891.25	<u>\$ 71,027.88</u>

Contingency Account (Reserves for Capital Projects):

Contingency - General	10,000.00	
T Hangar Repairs	5,000.00	
Reserves for ABC Mnct/Repairs	25,000.00	
Reserves for Capital Projects	<u>112,357.00</u>	\$ 152,357.00

Ending Fund Balance as of 04/07/2022		<u>\$ 1,140,285.05</u>
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Other Expected Expenses:

	Estimated amount	Spent	
FY22 Construction of Hangar Project (Fogg)			\$ 6,874.75
FY22 North Taxilane			\$ 9,700.00

Ending Fund balance after expected capital expenses		<u>\$ 1,130,585.05</u>
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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
<b>Fund Z01 - WMAA (Airport) General Fund</b>										
<b>REVENUE</b>										
Department <b>999 - Airport Capital Projects</b>										
420502.24	Federal Grant FAA Capital	175,599.00	.00	175,599.00	.00	.00	.00	175,599.00	0	3,749,641.11
430502.24	State Grant MDOT State Capital	9,756.00	.00	9,756.00	.00	.00	.00	9,756.00	0	164,237.11
Department <b>999 - Airport Capital Projects Totals</b>		<b>\$185,355.00</b>	<b>\$0.00</b>	<b>\$185,355.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$185,355.00</b>	<b>0%</b>	<b>\$3,913,878.22</b>
<b>REVENUE TOTALS</b>		<b>\$185,355.00</b>	<b>\$0.00</b>	<b>\$185,355.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$185,355.00</b>	<b>0%</b>	<b>\$3,913,878.22</b>
<b>EXPENSE</b>										
Department <b>999 - Airport Capital Projects</b>										
Division <b>045 - Runway</b>										
730974.0	Land Improvements General	255,110.00	.00	255,110.00	.00	.00	.00	255,110.00	0	4,088,338.90
Division <b>045 - Runway Totals</b>		<b>\$255,110.00</b>	<b>\$0.00</b>	<b>\$255,110.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$255,110.00</b>	<b>0%</b>	<b>\$4,088,338.90</b>
Department <b>999 - Airport Capital Projects Totals</b>		<b>\$255,110.00</b>	<b>\$0.00</b>	<b>\$255,110.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$255,110.00</b>	<b>0%</b>	<b>\$4,088,338.90</b>
<b>EXPENSE TOTALS</b>		<b>\$255,110.00</b>	<b>\$0.00</b>	<b>\$255,110.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$255,110.00</b>	<b>0%</b>	<b>\$4,088,338.90</b>
<b>Fund Z01 - WMAA (Airport) General Fund Totals</b>										
<b>REVENUE TOTALS</b>		<b>185,355.00</b>	<b>.00</b>	<b>185,355.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>185,355.00</b>	<b>0%</b>	<b>3,913,878.22</b>
<b>EXPENSE TOTALS</b>		<b>255,110.00</b>	<b>.00</b>	<b>255,110.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>255,110.00</b>	<b>0%</b>	<b>4,088,338.90</b>
<b>Fund Z01 - WMAA (Airport) General Fund Totals</b>		<b>(\$69,755.00)</b>	<b>\$0.00</b>	<b>(\$69,755.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$69,755.00)</b>		<b>(\$174,460.68)</b>
<b>Grand Totals</b>										
<b>REVENUE TOTALS</b>		<b>185,355.00</b>	<b>.00</b>	<b>185,355.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>185,355.00</b>	<b>0%</b>	<b>3,913,878.22</b>
<b>EXPENSE TOTALS</b>		<b>255,110.00</b>	<b>.00</b>	<b>255,110.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>255,110.00</b>	<b>0%</b>	<b>4,088,338.90</b>
<b>Grand Totals</b>		<b>(\$69,755.00)</b>	<b>\$0.00</b>	<b>(\$69,755.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$69,755.00)</b>		<b>(\$174,460.68)</b>



# Budget Performance Report

Fiscal Year to Date 04/07/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund <b>Z01 - WMAA (Airport) General Fund</b>										
REVENUE										
Department <b>000 - General Revenues</b>										
420528	Federal Grant - Other	.00	57,000.00	57,000.00	.00	.00	.00	57,000.00	0	157,000.00
440573	State-Reim Local PPT Tax Loss	10,000.00	.00	10,000.00	.00	.00	13,268.74	(3,268.74)	133	21,516.15
450582.C	Contributions from Other Govts From City of Holland	110,000.00	.00	110,000.00	.00	.00	114,319.40	(4,319.40)	104	111,559.60
450582.P	Contributions from Other Govts From Park Township	109,000.00	.00	109,000.00	.00	.00	98,631.80	10,368.20	90	115,640.92
450582.Z	Contributions from Other Govts From City of Zeeland	60,000.00	.00	60,000.00	.00	.00	77,333.08	(17,333.08)	129	77,715.05
460626.Y	Fees-Finance/Mgmt Treas Fee-Recovery Court Costs	.00	.00	.00	.00	.00	84.40	(84.40)	+++	.00
460647.7	Sales Sale of Merchandise-Taxable	.00	.00	.00	.00	.00	10.60	(10.60)	+++	.00
460654.1	Franchise Fees FBO Franchise Fees	23,500.00	.00	23,500.00	.00	.00	16,606.40	6,893.60	71	23,470.32
460654.5	Franchise Fees Fuel Flowage Fee	70,000.00	.00	70,000.00	.00	.00	55,414.26	14,585.74	79	62,505.63
460654.7	Franchise Fees Landing Fees	24,000.00	.00	24,000.00	.00	.00	18,650.19	5,349.81	78	24,280.07
480665.0	Investment Income General	12,000.00	.00	12,000.00	.00	.00	3,848.87	8,151.13	32	9,433.30
480669.A	Rental Airport Business Center	8,400.00	.00	8,400.00	.00	.00	5,833.44	2,566.56	69	8,244.48
480669.24	Rental Hangar Land Lease	107,357.00	.00	107,357.00	.00	.00	105,777.34	1,579.66	99	101,550.51
480669.25	Rental Agricultural Land Lease	12,500.00	.00	12,500.00	.00	.00	13,363.74	(863.74)	107	12,608.52
480669.26	Rental T-Hangars	58,000.00	.00	58,000.00	.00	.00	57,640.00	360.00	99	57,717.41
490685.1	Recoveries Insurance	.00	.00	.00	.00	.00	2,789.61	(2,789.61)	+++	3,725.00
490685.2	Recoveries Other Parties	.00	.00	.00	.00	.00	1,656.74	(1,656.74)	+++	.00
Department <b>000 - General Revenues Totals</b>		\$604,757.00	\$57,000.00	\$661,757.00	\$0.00	\$0.00	\$585,228.61	\$76,528.39	88%	\$786,966.96
REVENUE TOTALS		\$604,757.00	\$57,000.00	\$661,757.00	\$0.00	\$0.00	\$585,228.61	\$76,528.39	88%	\$786,966.96
EXPENSE										
Department <b>540 - Airport Operations</b>										
710701.0	Payroll-Regular General	71,780.00	.00	71,780.00	.00	.00	52,454.94	19,325.06	73	48,477.54
710707.0	Payroll-Temporary Help General	12,300.00	6,650.00	18,950.00	.00	.00	13,935.00	5,015.00	74	26,381.97
711702.0	Payroll-Vacation/PTO General	6,400.00	.00	6,400.00	.00	.00	6,311.95	88.05	99	1,759.01
711703	Payroll-Holidays	2,400.00	.00	2,400.00	.00	.00	1,800.00	600.00	75	1,175.21
711716.1	Insurance Health	3,000.00	.00	3,000.00	.00	.00	2,250.00	750.00	75	5,321.63
711716.2	Insurance Dental	.00	.00	.00	.00	.00	.00	.00	+++	38.02
711716.4	Insurance Health Care Savings Plan	.00	.00	.00	.00	.00	.00	.00	+++	210.43
711717	Insurance-Life & AD&D	.00	.00	.00	.00	.00	.00	.00	+++	18.92
711718.1	Retirement Contribution MERS	6,300.00	.00	6,300.00	.00	.00	4,605.35	1,694.65	73	3,718.22
711720	Insurance-Income Protection	.00	.00	.00	.00	.00	744.71	(744.71)	+++	458.58
712715	Employer FICA/Medicare Contribution	7,200.00	550.00	7,750.00	.00	.00	5,871.53	1,878.47	76	5,890.46
712723	Unemployment Comp Insurance	20.00	.00	20.00	.00	.00	1.90	18.10	10	38.81
712724	Workers Comp Insurance	.00	.00	.00	.00	.00	.10	(.10)	+++	11.18
721730.0	Postage General	.00	.00	.00	.00	.00	62.03	(62.03)	+++	.00
721740.0	Operating Supplies General	1,500.00	.00	1,500.00	.00	.00	2,798.62	(1,298.62)	187	2,326.36
721740.CAP	Operating Supplies Controlled Items-Capital Type	1,600.00	.00	1,600.00	.00	.00	.00	1,600.00	0	2,473.34
721905.0	Photocopies/In-House Printing General	100.00	.00	100.00	.00	.00	.00	100.00	0	.00



# Budget Performance Report

Fiscal Year to Date 04/07/22

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
<b>Fund Z01 - WMAA (Airport) General Fund</b>										
<b>EXPENSE</b>										
<b>Department 540 - Airport Operations</b>										
721931.0	Bldg & Grnds Maint General	9,000.00	.00	9,000.00	.00	.00	1,429.06	7,570.94	16	1,738.00
721933.0	Equipment Maintenance General	20,000.00	.00	20,000.00	.00	.00	21,982.29	(1,982.29)	110	9,504.75
721933.INS	Equipment Maintenance Repairs-Insurance Claims	.00	.00	.00	.00	.00	2,789.61	(2,789.61)	+++	.00
722801.9010	Contr-Printing/Promo Advertising/Promotional	35,000.00	794.00	35,794.00	.00	9,891.25	37,544.25	(11,641.50)	133	40,527.50
722804.0	Contractual-Legal General	20,000.00	.00	20,000.00	.00	.00	10,383.50	9,616.50	52	27,274.12
722805.1	Contractual-Finance Independent Audit	7,900.00	.00	7,900.00	.00	.00	7,900.00	.00	100	7,700.00
722805.4	Contractual-Finance Financial Service Fees	.00	.00	.00	.00	.00	2,000.00	(2,000.00)	+++	833.35
722807.2	Contractual-Architect/Engineer Plan Development	.00	50,000.00	50,000.00	.00	.00	30,985.60	19,014.40	62	.00
722807.5	Contractual-Architect/Engineer Engineering	15,000.00	.00	15,000.00	.00	.00	20,653.68	(5,653.68)	138	5,604.50
722808.1	Contr-Bldgs&Grnds Janitorial	.00	.00	.00	.00	.00	.00	.00	+++	598.00
722808.8	Contr-Bldgs&Grnds Tree Clearing	.00	40,300.00	40,300.00	.00	.00	40,300.00	.00	100	.00
722808.MOW	Contr-Bldgs&Grnds Mowing	30,000.00	.00	30,000.00	.00	.00	26,676.38	3,323.62	89	49,001.33
722808.MTCE	Contr-Bldgs&Grnds Maintenance-General Repairs	23,000.00	.00	23,000.00	.00	.00	16,697.21	6,302.79	73	32,170.86
722808.SNOW	Contr-Bldgs&Grnds Snowplowing	50,000.00	.00	50,000.00	.00	.00	53,836.63	(3,836.63)	108	40,457.20
722809.61	Contractual-Misc Management Services	28,000.00	.00	28,000.00	2,266.67	.00	22,666.70	5,333.30	81	26,476.35
722809.62	Contractual-Misc Airport Manager-Tulip City Air	2,000.00	.00	2,000.00	.00	.00	1,123.49	876.51	56	2,266.75
723850.0	Communications Telephone	.00	.00	.00	.00	.00	331.60	(331.60)	+++	442.20
723850.CELL	Communications Cellular	.00	.00	.00	.00	.00	600.00	(600.00)	+++	900.00
723860.0	Travel, Conf, Seminars General	1,000.00	.00	1,000.00	.00	.00	1,833.16	(833.16)	183	3,200.00
723910.0	Commercial Insurance Premiums General	27,000.00	.00	27,000.00	.00	.00	27,308.00	(308.00)	101	18,966.00
723920.GATE	Public Utilities Fence Gates	700.00	.00	700.00	.00	.00	395.44	304.56	56	571.81
723920.LAND	Public Utilities Landing Lights & System	4,500.00	.00	4,500.00	.00	.00	2,438.09	2,061.91	54	4,079.64
723920.PLOT	Public Utilities Parking Lot Lights	1,700.00	.00	1,700.00	.00	.00	1,122.66	577.34	66	923.51
723920.RUNW	Public Utilities Runway Lights	6,700.00	.00	6,700.00	.00	.00	3,854.41	2,845.59	58	6,989.02
723920.THAN	Public Utilities T-Hangars	5,000.00	.00	5,000.00	.00	.00	5,090.30	(90.30)	102	5,243.44
723942.0	Building Rental/Lease General	1,000.00	.00	1,000.00	.00	.00	1,000.00	.00	100	2,500.00
723955.0	Misc. General	2,000.00	.00	2,000.00	230.00	.00	2,635.64	(635.64)	132	2,276.75
723961.0	Dues & Subscriptions General	600.00	.00	600.00	.00	.00	713.38	(113.38)	119	1,936.78
723963.2	Write-Offs Uncoll Property Taxes	.00	.00	.00	.00	.00	.00	.00	+++	15.84
723963.3	Write-Offs Court Fees A/R or PP Pursuit	.00	.00	.00	.00	.00	84.40	(84.40)	+++	.00
723964.2	Refunds Property Tax Prior Years	.00	.00	.00	.00	.00	58.46	(58.46)	+++	21.40
770956.0	Contingency General	127,357.00	.00	127,357.00	.00	.00	.00	127,357.00	0	.00
<b>Department 540 - Airport Operations Totals</b>		<b>\$530,057.00</b>	<b>\$98,294.00</b>	<b>\$628,351.00</b>	<b>\$2,496.67</b>	<b>\$9,891.25</b>	<b>\$435,270.07</b>	<b>\$183,189.68</b>	<b>71%</b>	<b>\$390,518.78</b>
<b>Department 541 - Business Center</b>										
721931.GRND	Bldg & Grnds Maint Grounds Maintenance	5,000.00	.00	5,000.00	.00	.00	4,463.22	536.78	89	8,373.74
721933.0	Equipment Maintenance General	5,000.00	2,781.00	7,781.00	.00	.00	2,342.70	5,438.30	30	4,707.28
722808.1	Contr-Bldgs&Grnds Janitorial	8,000.00	.00	8,000.00	594.50	.00	8,640.55	(640.55)	108	10,739.10
723850.0	Communications Telephone	2,600.00	.00	2,600.00	.00	.00	1,920.00	680.00	74	2,160.00



# Budget Performance Report

Fiscal Year to Date 04/07/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund	<b>Z01 - WMAA (Airport) General Fund</b>									
	EXPENSE									
	Department									
	<b>541 - Business Center</b>									
723850.WIFI	Communications WIFI Internet Connection	4,100.00	.00	4,100.00	.00	.00	2,500.00	1,600.00	61	3,125.00
723920.BPW	Public Utilities BPW	20,000.00	.00	20,000.00	.00	.00	12,681.74	7,318.26	63	17,871.51
723920.GAS	Public Utilities Natural Gas	5,000.00	.00	5,000.00	.00	.00	4,737.59	262.41	95	4,393.33
770956.0	Contingency General	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	.00
	Department <b>541 - Business Center Totals</b>	\$74,700.00	\$2,781.00	\$77,481.00	\$594.50	\$0.00	\$37,285.80	\$40,195.20	48%	\$51,369.96
	EXPENSE TOTALS	\$604,757.00	\$101,075.00	\$705,832.00	\$3,091.17	\$9,891.25	\$472,555.87	\$223,384.88	68%	\$441,888.74
Fund	<b>Z01 - WMAA (Airport) General Fund Totals</b>									
	REVENUE TOTALS	604,757.00	57,000.00	661,757.00	.00	.00	585,228.61	76,528.39	88%	786,966.96
	EXPENSE TOTALS	604,757.00	101,075.00	705,832.00	3,091.17	9,891.25	472,555.87	223,384.88	68%	441,888.74
Fund	<b>Z01 - WMAA (Airport) General Fund Totals</b>	\$0.00	(\$44,075.00)	(\$44,075.00)	(\$3,091.17)	(\$9,891.25)	\$112,672.74	(\$146,856.49)		\$345,078.22
	Grand Totals									
	REVENUE TOTALS	604,757.00	57,000.00	661,757.00	.00	.00	585,228.61	76,528.39	88%	786,966.96
	EXPENSE TOTALS	604,757.00	101,075.00	705,832.00	3,091.17	9,891.25	472,555.87	223,384.88	68%	441,888.74
	Grand Totals	\$0.00	(\$44,075.00)	(\$44,075.00)	(\$3,091.17)	(\$9,891.25)	\$112,672.74	(\$146,856.49)		\$345,078.22



# Fund Equity Changes Report

Through 04/07/22

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	<b>GOVERNMENTAL</b>								
Fund Type	<b>GENERAL FUND</b>								
Fund	<b>Z01 - WMAA (Airport) General Fund</b>								
341390.A	Fund Balance - Assigned (By Action) Apron, Building & Sitework	.00	.00	.00	.00				
341390.ABC	Fund Balance - Assigned (By Action) Business Center Maintenance	75,000.00	25,000.00	.00	100,000.00				
341390.E	Fund Balance - Assigned (By Action) For Emergencies	.00	.00	.00	.00				
341390.R	Fund Balance - Assigned (By Action) For Capital Acquisitions	.00	.00	.00	.00				
342390	Fund Balance-Unassigned	1,099,468.80	.00	25,000.00	1,074,468.80				
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	<b>Z01 - WMAA (Airport) General Fund Totals</b>	<b>\$1,174,468.80</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	<b>\$1,174,468.80</b>	<b>\$0.00</b>	<b>\$585,228.61</b>	<b>\$472,555.87</b>	<b>\$1,287,141.54</b>
Fund Type	<b>GENERAL FUND Totals</b>	<b>\$1,174,468.80</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	<b>\$1,174,468.80</b>	<b>\$0.00</b>	<b>\$585,228.61</b>	<b>\$472,555.87</b>	<b>\$1,287,141.54</b>
Fund Category	<b>GOVERNMENTAL Totals</b>	<b>\$1,174,468.80</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	<b>\$1,174,468.80</b>	<b>\$0.00</b>	<b>\$585,228.61</b>	<b>\$472,555.87</b>	<b>\$1,287,141.54</b>
	<b>Grand Totals</b>	<b>\$1,174,468.80</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	<b>\$1,174,468.80</b>	<b>\$0.00</b>	<b>\$585,228.61</b>	<b>\$472,555.87</b>	<b>\$1,287,141.54</b>

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

Batch Department / Invoice Department		Bank Account		Check Date		Starting Check Number
AIR Airport		PAYABLES ACCOUNT		03/10/2022		68429
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
AIR Airport						
	101 - CUNNINGHAM DALMAN P.C.	302714	AIRPORT - LEGAL	02/28/2022	02/28/2022	49.50
	146 - HOLLAND BOARD OF PUBLIC WORKS	2022-00002348	AIRPORT - UTILITIES	02/28/2022	02/28/2022	3,566.30
	4623 - THE HOLLAND SENTINEL - ADS	2022-00002349	AIRPORT - ACCT 54672	02/28/2022	02/28/2022	144.30
	4837 - VHM ENTERPRISES INC.	17435	AIRPORT - MARCH 2022 SERVICES	03/01/2022	03/10/2022	594.50
	206 - WEST MICHIGAN UNIFORM	341749	AIRPORT - RUGS	02/28/2022	02/28/2022	225.45
Total Selected Invoices: 5						\$4,580.05

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 03/10/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>					
Check	03/10/2022	68429 Accounts Payable	CUNNINGHAM DALMAN P.C.		49.50
	Invoice	Date	Description		Amount
	302714	02/28/2022	AIRPORT - LEGAL		49.50
Check	03/10/2022	68430 Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		3,566.30
	Invoice	Date	Description		Amount
	2022-00002348	02/28/2022	AIRPORT - UTILITIES		3,566.30
Check	03/10/2022	68431 Accounts Payable	THE HOLLAND SENTINEL - ADS		144.30
	Invoice	Date	Description		Amount
	2022-00002349	02/28/2022	AIRPORT - ACCT 54672		144.30
Check	03/10/2022	68432 Accounts Payable	VHM ENTERPRISES INC.		594.50
	Invoice	Date	Description		Amount
	17435	03/01/2022	AIRPORT - MARCH 2022 SERVICES		594.50
Check	03/10/2022	68433 Accounts Payable	WEST MICHIGAN UNIFORM		225.45
	Invoice	Date	Description		Amount
	341749	02/28/2022	AIRPORT - RUGS		225.45
CITY AP PAYABLES ACCOUNT Totals:			Transactions: 5		<u>\$4,580.05</u>
Checks:	5		\$4,580.05		

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

Batch Department / Invoice Department		Bank Account		Check Date		Starting Check Number
AIR Airport		PAYABLES ACCOUNT		03/10/2022		68429
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
AIR Airport						
	101 - CUNNINGHAM DALMAN P.C.	302714	AIRPORT - LEGAL	02/28/2022	02/28/2022	49.50
	146 - HOLLAND BOARD OF PUBLIC WORKS	2022-00002348	AIRPORT - UTILITIES	02/28/2022	02/28/2022	3,566.30
	4623 - THE HOLLAND SENTINEL - ADS	2022-00002349	AIRPORT - ACCT 54672	02/28/2022	02/28/2022	144.30
	4837 - VHM ENTERPRISES INC.	17435	AIRPORT - MARCH 2022 SERVICES	03/01/2022	03/10/2022	594.50
	206 - WEST MICHIGAN UNIFORM	341749	AIRPORT - RUGS	02/28/2022	02/28/2022	225.45
Total Selected Invoices: 5						\$4,580.05



City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 03/10/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>					
Check	03/10/2022	68429 Accounts Payable	CUNNINGHAM DALMAN P.C.		49.50
	Invoice	Date	Description		Amount
	302714	02/28/2022	AIRPORT - LEGAL		49.50
Check	03/10/2022	68430 Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		3,566.30
	Invoice	Date	Description		Amount
	2022-00002348	02/28/2022	AIRPORT - UTILITIES		3,566.30
Check	03/10/2022	68431 Accounts Payable	THE HOLLAND SENTINEL - ADS		144.30
	Invoice	Date	Description		Amount
	2022-00002349	02/28/2022	AIRPORT - ACCT 54672		144.30
Check	03/10/2022	68432 Accounts Payable	VHM ENTERPRISES INC.		594.50
	Invoice	Date	Description		Amount
	17435	03/01/2022	AIRPORT - MARCH 2022 SERVICES		594.50
Check	03/10/2022	68433 Accounts Payable	WEST MICHIGAN UNIFORM		225.45
	Invoice	Date	Description		Amount
	341749	02/28/2022	AIRPORT - RUGS		225.45
CITY AP PAYABLES ACCOUNT Totals:			Transactions: 5		<u>\$4,580.05</u>
Checks:	5		\$4,580.05		