West Michigan Airport Authority
60 Geurink Boulevard, Holland, MI 49423
P (616) 368-3023
Comprising City of Zeeland, Park Township and City of Holland

Authority Members

City of Holland

Dave Hoekstra
Scott Corbin
Megan Stumbo

City of Zeeland

Kevin Klynstra
Beth Blanton
Les Hoogland

Park Township

Russ Sylte
Skip Keeter
Jeff King

Ex-officio

Jim Storey
Frank Garcia

West Michigan Airport Authority

Regular Meeting Agenda

July 12, 2021

11:30 a.m. –1:00 p.m.

Meeting will be hybrid, conducted through Zoom and in-person

https://zoom.us/j/99949908224

1. Public Comment.
2. Consideration of June 7th, 2021, Meeting Minutes (Action Requested).
3. Recognition of Al Romero for his work on the Runway Rehab Project.
4. FBO Transfer: Asset Sale of Flyby Air to ARR Aviation III (Action Requested).
5. Boileau FY22 Communications Support Proposal (Action Requested).
6. Fence Clearing Proposal (Action Requested).
7. Committee Appointments:
   A. Building & Development Committee Appointment: Jodi Owczarski.
   B. Marketing & Communications Committee Appointment: Alison El-Cassabgui.
8. FBO Report (Accept as Information).
9. Financial Reports (Action Requested).
10. Updates from Board.
11. Other Business
    A. Runway Rehab Update.
    B. Fogg Hangar Update.
12. Adjourn.

Next Meeting will be held August 9th, 2021

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

June 7, 2021
11:30 a.m. – 1:00 p.m.
Hybrid Meeting – In Person & Using Zoom

PRESENT: Hoekstra, Stumbo Blanton, Hoogland, Sylte, Keeter, King, Storey.

ABSENT: Corbin, Klynstra, Garcia.

OTHERS PRESENT: FBO Boer, Airport Authority Director Thelenwood, Katie Carlson (AJG)

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

Board Members in Attendance (Roll Call):
Dave Hoekstra, City of Holland, MI
Scott Corbin, Absent
Megan Stumbo, In Person
Klynstra, Absent
Beth Blanton, City of Zeeland, MI
Les Hoogland, City of Zeeland, MI
Sylte, In Person
Skip Keeter, In Person
Jeff King, In Person

21.06.01 Public Comments.
None

21.06.02 May 10th, 2021 Meeting Minutes.
King made a motion with support by Hoogland to approve the May 10th Meeting Minutes as written.
Aye votes: Hoekstra, Stumbo Blanton, Hoogland, Sylte, Keeter, King
Nays: None
Motion carried.

21.06.03 Introduction of Amanda Davio, Project Administrator
Director Thelenwood introduced Amanda Davio to the Board who had recently been hired to serve as a Project Administrator for the Airport Authority. Thelenwood provided a top level summary of Amanda's Duties and Amanda provided the Board with a summary of her professional background and aspirations in this role.

21.06.04 Updates from the Board.
King requested the MDOT-Aeronautics division's Economic Impact presentation be sent to each Board Member.

21.06.05 Airport Insurance Renewal: Review Proposals.
The Airport Authority reviewed the FY22 Insurance Proposal at the scheduled May 10th Board meeting and voted to table the discussion until June for additional review of Public Officials & Employment Practices Liability Limits policies and associated premiums. Originally, the proposed coverage was $5 million; however, the Board expressed interest in reviewing cost comparisons of lower coverage options.

A summary of the initial premium changes and rate analysis were presented as well as the updated Public Officials and EPLI rates. The original premium cost for FY22 was $25,607 which is a 12% increase from the FY21 amount of $24,366. This increase is in part due to the inclusion of Cyber Coverage (about 7%) while the remainder is due to general increases in market rates.

The requested comparison of varying Public Officials/EPLI Coverage rates and premiums below was requested by the Board:

Limit Options and Pricing	Expiring Premium incl $195 Fee	21/22 Premium incl $195 Fee	% Change	$ Change
$1,000,000 Limit	$ 6,615.00	$ 4,415.00	-33.26%	$ (2,200.00)
$2,000,000 Limit	$ 6,615.00	$ 5,751.00	-13.06%	$ (864.00)
$3,000,000 Limit	$ 6,615.00	$ 6,494.00	-1.83%	$ (121.00)
$4,000,000 Limit	$ 6,615.00	$ 6,965.00	5.29%	$ 350.00
$5,000,000 Limit	$ 6,615.00	$ 7,257.00	9.71%	$ 642.00

Coverage of $5million will cost the Authority an additional $642.00 per year, whereas a reduction in coverage to $3million will result in a $121.00 savings per year.

The FY22 budget includes $27,000 for insurance premiums.

A representative from AJG was in attendance. The insurance proposal needs to be approved in June so that the policies can be in place by July 1, 2021.

Any savings from a lower coverage limit will need to be weighed against any potential increase in out-of-pocket exposure to the Authority. Given the current difficult market conditions, a 9.71% increase in Public Officials/EPLI coverage is still relatively low compared to rate increases in other areas. Collectively, the Board is seeing an increase of 12% to its entire policy, whereas increases of 15-20%% are not uncommon with current conditions.

Hoekstra made a motion, with support from Hoogland to approve the Insurance Proposal as presented with a $5 million coverage limit for public officials.

Aye votes: Hoekstra, Stumbo Blanton, Hoogland, Sylte, Keeter, King
Nays: None
Motion carried.

21.06.06 Year End Budget Amendments

Prior to the end of each fiscal year (FY), the Authority Board is required to approve significant budget changes due to actual revenues and expenses. Director Thelenwood presented a list of the changes for FY 2021 as prepared by the City of Holland Finance Office.

Under revenues, there were significant budget adjustments in fuel flowage fees (-$17,000), landing fees (-$4,000), and investment income (-$5,000). Fees were negatively impacted by the lack of travel associated with the COVID-19 pandemic and investment income was down due to low rates overall. All told, revenues are projected to exceed the original FY21 budget by $5,045.

Airport operating expenses reflect general adjustments to originally projected operating costs; however, there are also additional payroll increases associated with the new Director Position - specifically retirement, FICA/Medicare. There was also a reduction of $8,800 in temporary help due Pam's retirement. In all, expenses are projected to be over by $2,700 for FY21.

The most significant item in this report is the $157,000 of CARES Act funding awarded to the Airport. Though the Board has accepted and approved the contract for these funds, formal action is required by the Board to account for these funds via a budget amendment.

Keeter made a motion with support by Hoekstra to approve the Year End Budget Amendments as presented .

Aye votes: Hoekstra, Stumbo Blanton, Hoogland, Sylte, Keeter, King

Nays: None
Motion carried.

21.06.07 Selection of North Hangar Taxilane Project Engineer

To be eligible for funding through the Michigan Department of Transportation Aeronautics Division (MDOT-AERO), and the Federal Aviation Administration (FAA), the West Michigan Regional Airport is required to perform Engineering/Planning Consultant searches and interviews every five (5) years. The process stipulated by MDOT is a qualifications-based assessment and is intended to ensure that consultant contracts are reviewed on a regular basis and executed in an open and transparent process based solely on the consultant's qualifications – fees are not considered. The last time the WMAA completed this process was in 2018.
Since the last search, however, the Airport Authority has decided to pursue an additional project that was not included in the original five year plan – the North Taxilane Project. This project has been deemed critical for future development of the Airport. MDOT requires a similar search process as described above for individual significant engineering & construction projects as well. Since MDOT is planning to provide funding for the Taxilane and has approved the project as part of our five-year plan, we are required to complete an engineering search accordingly.
The Airport Authority posted a Request for Qualifications with MDOT and received two proposals: Prein & Newhof and Mead & Hunt. The Building & Development Committee met to review and rank the standards of qualifications provided by each of the firms. The summarized rankings are as follows:

Mead & Hunt: ***1278.4***
Prein & Newhof: ***1202.5***

Firms were ranked on a number of key categories, and points were assigned based on rank in each category. An example of the ranking sheets was attached to the Board Packet. Each member of the Search Committee completed their own ranking, and the results were compiled by the Airport Authority Director. Generally, both firms had demonstrated a strong understanding of the project and potential issues and demonstrated clear prior experience on similar projects.

Director Thelenwood recommended the Board approve Mead & hunt based on the final scoring of the search committee.

King made a motion with support by Stumbo to approve the Consultant Selection as presented.

Aye votes: Hoekstra, Stumbo Blanton, Hoogland, Sylte, Keeter, King
Nays: None
Motion carried.

21.06.08 Review Boileau Marketing Proposal

Boileau Communications continues to work closely with the Airport Authority in executing a comprehensive communications strategy. Over the Last year Boileau has worked diligently to

update the Airport's outreach platforms and has built a solid foundation for future outreach efforts. Over the coming year, Boileau will continue to build on this foundation. Communications will begin to branch out into two key focus areas to best meet the strategic priorities of the Airport Authority: general Communications and Marketing.
Boileau will be providing an updated FY22 communications and outreach strategy to the Board at a later date; however, attached to this report is a proposed marketing strategy, designed promote business development at the airport. Key deliverables of this strategy will be better marketing of parcels the airport has identified for future development, construction of a designated development and business engagement page on the Airport's Website, as well as direct marketing efforts to Aerospace companies throughout the state. This proposal, paired with ongoing efforts through Lakeshore Advantage and the MEDC to identify site readiness resources, will ensure that that Airport is proactively pursuing new business opportunities at the airport and is working to sustainably manage the limited resources at the Authority's disposal. Boileau will work with the Communications Committee in execution of this proposal.
In total, this proposal is estimated to cost the Authority approximately $5,000 and will include work that crosses FY21 and FY22 budget periods. FY21 has approximate $11,200 remaining in the communications budget and the board has budgeted for $35,000 in communications for FY22.

Keeter made a motion with support by Hoekstra to approve the Marketing Proposal as presented.

Aye votes: Hoekstra, Stumbo Blanton, Hoogland, Sylte, Keeter, King
Nays: None
Motion carried.

21.06.09 Communications Committee Appointment: Lori Varner.

Director Thelenwood presented an application from Lori Varner to Join the Communications Committee. Given the committee's move to include more direct marketing priorities, and Lori's well established history and expertise in the Hospitality industry, Thelenwood felt she would make a key strategic addition to the committee.

Blanton made a motion with support by King to approve the appointment as presented.

Aye votes: Hoekstra, Stumbo Blanton, Hoogland, Sylte, Keeter, King
Nays: None
Motion carried.

21.06.10 Airport Development Updates

Director Thelenwood provided a brief update on the runway Rehab as well as the Fogg Hangar Project.

21.06.11 FBO Report.

FBO Boer reported that Business is rounding the corner following the COVID downturn. Activity is up, though May's number were significantly hampered by the runway rehab project. Once the runway was reopened, activity bounced back immediately.

21.06.12 Financial Reports.
Director Thelenwood provided a brief update on the Airport's financials. There were not significant expenditures from May.

King made a motion with support by Hoogland to approve the Financials as presented.

Aye votes: Hoekstra, Stumbo Blanton, Hoogland, Sylte, Keeter, King
Nays: None
Motion carried.

21.06.13 Other Business.
These items were discussed as part of the Development Update.

21.06.14 Adjourn.
Keeter made a motion with support by Stumbo to adjourn the May 10, West Michigan Airport Authority Meeting.

The next Board meeting will be held July 12th, 2021, 11:30a.m., format will be a hybrid Meeting using Zoom and in-person options.

Meeting Adjourned at 12:59 p.m.

Minutes Approved: (Secretary)

Date:_____

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July 12th, 2021 **Report 4**

To: West Michigan Airport Authority Board.

From: Aaron Thelenwood, Authority Director

Subject: **FBO Transfer: Asset Sale of Flyby Air to ARR Aviation**

Tulip City Air Service, dba FlyBy Air (FBA), and President Terry Boer specifically, has been serving as the Fixed Base Operator (FBO) at West Michigan Regional Airport since 2017 - after procuring Tulip City Air Service from Ron Ludema. During this time Terry has also served as the Airport Manager.

The governing bodies of this airport and Terry have worked to develop a relationship that has been a true partnership for the betterment of this community through the provision of excellent airport services. Terry and his team have managed the airport on a day-to-day basis and have, on numerous occasions, gone beyond what would be expected of a typical FBO arrangement. Over the years, MDOT/AERO staff and Mead & Hunt staff have held up the working relationship between the Authority and it's FBO as a prime example of how a GA Airport should be run.

Terry has now decided to transfer ownership of FBA to ARR Aviation, a group that operates ten (10) FBOs on the East Coast of the US under the name FlightLevel Group. As part of this agreement, Terry will be selling all of his other operations (Muskegon, Traverse City) in addition to his Holland operation. FlightLevel Group operates primarily as a partnership between CEO Peter Eichleay and principal financier Alan Radlo. I have met with Peter and Alan and am confident that they understand the value of the critical partnership the Authority has established with its FBO as well as the key role the airport plays in the local economy. ARR Aviation has already been in contact, and is working with, local economic development organizations Lakeshore Advantage and the West Coast Chamber to get a better understanding of the local community & economy.

The Airport Authority has a variety of agreements and leases with FlyBy Air as listed on Exhibit A of the attached Stock Transfer and Assumption Agreement. As part of the sale

financing structure, ARR Aviation has requested that the preliminary term of the FBO Agreement be extended by another four years to 2042, which would provide them a full twenty (20) year agreement. Additionally, they have requested a built-in extension to the agreement of ten (10) years, which would be subject to approval by the Board at the time of renewal. The Asset Transfer and Assumption Agreement also has a provision that ARR Aviationl may enter into a sublease arrangement with Entity Partners for the premises leased to FBA. This will not, in effect, change what is occurring today. As part of the transition plan, ARR intends to maintain current staffing at the Holland Location. Additionally, they will be procuring FBA's service & maintenance equipment as well as several aircraft.

Having contacted the airports in which ARR currently operates and speaking to either the respective Airport Managers or governing bodies, it is clear that they have a strong reputation of professionalism and dedication as well as a track record that demonstrates their ability to perform the services required under WMRA's current FBO/Manager agreements without issue. I have had our Treasurer review the relevant financial documents related ARR and it's respective Airport operations; all of which indicate a strong financial position.

Under the terms of the existing FBO Agreement, the Airport Authority must approve any sale or transfer of ownership of the FBO; however, approval by the Board cannot be unreasonably withheld.

Recommendation

The Board's Recommendation is contingent on the following conditions being met prior to execution of any final agreements:

1. Release of all obligations to Byline Bank as part of the current FBO agreement with FlybyAir.
2. Approval of asset transfer by other Airports where FlybyAir currently operates (Muskegon, Traverse City).
3. Approved Transition plan is received by the Authority
4. Ownership transition occurs by established transfer date of **July 15th, 2021**

5. All relevant insurance requirements are met by ARR Aviation III and documented to the Authority.
6. ARR III provides a personal/corporate guarantee as described in the asset transfer agreement.
7. Legal fees and costs incurred by the Authority to be reimbursed to the Authority.

<u>It is recommended:</u>

1. That the Authority Board approve the Asset Transfer and Assumption Agreement, as well as the Landlord's Agreement, with ARR Aviation III and FlyBy Air as described in this report;
2. That Board Chairperson Russ Sylte be authorized to sign the Agreements on behalf of the Authority;
3. That any substantive changes to the Agreements be brought back to the Authority for approval; and that
4. The Agreements are subject to final approval as to form by the Authority's Attorney and contingent on the conditions above having been met.
5. The Airport Authority's Attorney will provide a status update to the Board regarding the transfer at the August 9th Board Meeting.

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July 12th, 2021 **Report 5**

To: West Michigan Airport Authority Board.
From: Aaron Thelenwood Airport Authority Director.
Subject: **Boileau FY22 Communications Support Proposal**

The Airport Authority has been working with Boileau Communications over the last year to revamp it's marketing and outreach strategies. Over the past year, Boileau has delivered on key communications priorities of the Authority including an overhaul of the Airport's website, development of the Airport's Annual report, establishment of an updated mailing list, completion of principle photography of a new brand video, revitalization of the Airport's social media presence as well as many other related efforts.

Where as the FY21 communications partnership agreement was "step one" in establishing and reestablishing key communications tools and systems, the FY22 the proposed FY22 Communications Support Proposal is very much focused on implementation of key marketing and engagement efforts. The proposal presented is to hire Boileau on a retainer basis at $3,000/month or for a time & materials structure and will include the following key deliverables:

- Biweekly strategic meetings with Authority Staff
- Development and distribution of the Authority's Annual Report
- Maintenance of Social Media presence and strategic postings
- Press release development and media coordination
- Quarterly Newsletter development & distribution
- Website maintenance and updates
- Community engagement support
- Targeted digital advertising
- Tenant/Stakeholder testimonial videos
- Tracking of key communications metrics.

2021-2022 Communications Support Proposal

Prepared for WMRAA

06.04.21

BOILEAU
COMMUNICATIONS

INTRODUCTION & GOALS

INTRO

We are grateful for our relationship with West Michigan Regional Airport. We have enjoyed developing your communications platform over the last year and are excited to continue into 2021 launching these platforms and reaching stakeholders throughout our community.

The below proposal outlines a partnership into the next fiscal year, supporting your ongoing communications efforts. Thank you for the opportunity to bid on this work.

OUR UNDERSTANDING

WMRA is looking for a strategic communications partner to:

1. **Expand the Communications reach of West Michigan Regional Airport.**
2. **Develop a regular rhythm of communication with all community stakeholders.**
3. **Support WMRA Marketing efforts for new development and growth.**

PROPOSED DELIVERABLES

ONGOING DELIVERABLES

Virtual CMO
We'll continue with biweekly strategic counsel and project management meetings. This keeps us flexible to changing needs and new opportunities as they arise. It also keeps us on track to get the work done.

Annual Report
We'll develop an annual report to issue digitally to all WMRAA stakeholders. The annual report will be designed to print if needed and can be issued through the mailchimp account and hosted on the website.

Social Media Support
We'll support WMRA's team in social media maintenance and posting each month. We'll partner with the team to identify post-worthy content and with copy editing.

Press Management
We'll develop press releases and notices as needed throughout the year. We'll help to set up any necessary interviews and responses.

Quarterly Email Newsletter
We'll develop and issue quarterly newsletters for WMRA Stakeholders. Distributed digitally, we'll keep stakeholders informed of news at WMRAA. We'll issue through mailchimp and share the content on the website and social.

Website Maintenance and Updates
We'll assist with website updated and postings. Modifying website content, adding photos and board meeting packets as needed.

Community Engagement Support
We'll develop presentation support and messaging for community engagement and assist with events like Chamber and Rotary presentations as needed.

Digital LinkedIn Ads & Management
We'll manage digital ads targeted specifically to qualified industries to support new land development. Using LinkedIn we'll make sure we're hitting our exact audience with opportunities.
*Ad buy not included, but likely to cost ~$250-$500 monthly

Tenant Testimonial Videos
We'll develop four tenant testimonial videos. Developed once per quarter or in a single shoot, we'll create videos that clearly show the benefits of West Michigan Regional Airport.

STRUCTURE & INVESTMENT

METRICS AND DEFINING SUCCESS

It will be important in our planning process to set clear metrics in place to define a successful relationship. Some suggested KPIs would include:

- Website Engagement
- Social Media Engagement
- Digital Email Engagement
- Hot Leads for New Development

PROPOSED WORK STRUCTURE $3,000 /mo Retainer

As a relationship-driven business, we would like to propose a retainer approach to the work to create appropriate space for responsive service while incentivizing both WMRA and BCM to meet deliverable deadlines for the work. We are proposing a one-year starting engagement at $3,000/mo.

We can also continue working on a time & materials structure. Though monthly bills might fluctuate, we can accomplish the work within a year long engagement at $36,000.

GETTING STARTED WITH BOILEAU:

If this estimate and workplan are in alignment with your goals and budget, we can begin work immediately. To approve this proposal, please respond with written confirmation (email is fine), and we can kickoff on the retainer-based work plan!

Thank you again for inviting us to propose on this work.

Leanne Schaeffer
Partner, Boileau Communications

- Provide industry standard support to the Marketing & Communications Committee.

Communications Services will be billed out of the Communications Budget line item.

Recommendation

It is recommended that the Airport Authority Board accept and approve the Boileau FY22 Communications Support Proposal as presented.

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July 12th, 2021 **Report 6**

To: West Michigan Airport Authority Board.

From: Aaron Thelenwood, Authority Director

Subject: **Fence Clearing Proposal**

Airport staff have identified the need to address the issue of woody brush growing up and through the majority of the airfield fence, surrounding the airport. This brush has grown unrestricted for quite a number of years and if left unchecked will continue to strain and damage the fence line. There are substantial portions of the fence where heavy woody brush and small trees have begun to grow in and through the fence, intertwining with the chain-link itself.

The Airport Authority solicited bids for both the initial clearing of the entirety of the fence line (8 miles) and for five (5) years of additional maintenance to mitigate future growth. The maintenance agreement could be extended for an additional three years at the Board's discretion.

Contractor bids were consistent regarding the scope of approach as well as equipment and services utilized. The Authortiy received five (5) total bids and one (1) letter of intent not to bid. Bids received are summarized below:

Contractor	Item A	Item B	Item B Frequency	Proposal Total
C&R Out on a Limb	$ 40,300.00	$ 4,850.00	Annually or as needed	$ 64,550.00
Chop Tree Services	$ 40,000.00	$ 7,600.00	Three Times Annually	$ 78,000.00
Wildlife & Wetlands Solutions	$ 11,600.00	$ 30,525.00	Twice Per year	$ 164,225.00
Treeworks	$ 60,000.00	$15,000	Annually or as needed	$ 135,000.00
Landscape Design Services	$ 148,924.00	$ 18,948.00	Twice per season (4 times total)	$ 243,664.00

This project is not in the current budget for FY22. The recommendation would be to fund the preliminary brush removal (year 1) through Working Capital and budget accordingly for maintenance years 2-5.

<u>Recommendation</u>

It is recommended that the Board approve C&R Out on a Limb tree services as the lowest qualified bidder, and approve a contract for the Tree Clearing Project totaling $40,300 for year one and ongoing maintenance for years two through five as presented - subject to final approval as to form by the Airport Authority's attorney.

Appointed Board/Commission Volunteer Application

City of Holland Volunteer Services Department
270 S. River Avenue, Holland, MI 49423
616.355.1324 616.796.0025 - Fax
volunteer@cityofholland.com

It is the policy of the City of Holland that equal opportunity shall be afforded to all persons without regard to race, sex, color, creed, religion, national origin, marital status, height, weight, age, or disability.

Name: Jodi Owczarski
Address: 4860 146th Ave.
City, State & Zip: Holland, MI 49423
Day Phone: 616-283-1256 **Evening Phone:**
Email Address: jodi@westcoastchamber.org

Please check appropriate response:
❑City Resident
❑Non Resident/City Property Owner
❑Non-City Resident

Please list any special needs or accommodations:
N/A

Please check appropriate response:
❑Adult (18 years and up)
❑Youth (14 to 17 years) - work permit must be attached

In case of emergency, notify:
Name: Tyler Owczarski
Address: 4860 146th Ave.
Relation: Husband
Phone (AM/PM): 616-403-5934

Have you ever been convicted of a felony?
☐ Yes – Explain when, where and nature of offense:
☑ No

Are there any felony charges pending against you now?
☐ Yes – Please explain:
☑ No

Please indicate your volunteer interest:
West Michigan Regional Airport

What special skills do you offer as a volunteer?
Business community insight
Problem solving

Why are you interested in serving the City as a volunteer?
Giving back to our community

Availability
(Please check all that apply)
❑Morning
❑Afternoon
❑Evening
❑As Needed

❑Monday
❑Tuesday
❑Wednesday
❑Thursday
❑Friday
❑Saturday

Employment Information:

Company	Duties/Activities	Dates of Employment	
		To	From
West Coast Chamber	Vice President	2/2017	Present

Community Involvement

Organization	Duties/Activities	Dates of Involvement	
		To	From
Tulip Time	Board Member	2/2019	Present
Civic Center Place	Board Member	7/2020	Present
Ready for School	Board Member	9/2016	09/2019

Educational Background

	Name	City/State	Course of Study
High School	West Ottawa	Holland, MI	College Prep
College	Michigan State University	East Lansing, MI	BA Psychology
Other			
Special Training	Institute of Organizational Management	Madison, WI	IOM Certification

I hereby certify that all statements on this volunteer application are made truthfully and without evasion, and further understand and agree that such statements may be investigated and, if found to be false, will be sufficient reason for not being appointed may result in dismissal.

I authorize the references listed on this application and any prior employer, educational institution, or any other persons or organizations to give the City of Holland any and all information concerning my previous employment/educational accomplishments, disciplinary information or any other pertinent information they may have, personal or otherwise, and release all parties from all liabilities for any damage that may result from furnishing same to you. I hereby waive written notice that employment information is being provided by any person or organization.

In accordance with ADA requirements, if I require an accommodation to perform my duties, I must notify the City Volunteer Services Office of that need within 180 days after I know or reasonably should have known that an accommodation was needed. Failure to do so will bar me from alleging that City of Holland has not accommodated me as required by law.

I hereby authorize the City to secure criminal conviction history from the appropriate law enforcement agency, should the City determine it is necessary to do so.

The information on this application will be treated in a confidential manner by the Volunteer Services Coordinator. However, appropriate information will be reviewed by the City Council prior to an appointment being approved.

Volunteer's signature **Date**

Date of Birth (Optional): 1/11/1970

Date of Birth is necessary to conduct the criminal background check. If you are selected, you will be asked for this information.

Appointed Board/Commission Volunteer Application

City of Holland Volunteer Services Department
270 S. River Avenue, Holland, MI 49423
616.355.1324 616.796.0025 - Fax
volunteer@cityofholland.com

It is the policy of the City of Holland that equal opportunity shall be afforded to all persons without regard to race, sex, color, creed, religion, national origin, marital status, height, weight, age, or disability.

Name: Alison El-Cassabgui
Address: 14973 Arborwood Drive
City, State & Zip: Grand Haven, MI 49417
Day Phone: 616.355.1630 **Evening Phone:** 918.625.3508
Email Address: aelcassabgui@hollandbpw.com

Please check appropriate response:
- ☐ City Resident
- ☐ Non Resident/City Property Owner
- ☐ Non-City Resident

Please list any special needs or accommodations:
N/A

Please check appropriate response:
- ☐ Adult (18 years and up)
- ☐ Youth (14 to 17 years) - work permit must be attached

In case of emergency, notify:
Name: Chris El-Cassabgui
Address: 14973 Arborwood Drive
Relation: Spouse
Phone (AM/PM): 903.948.8896

Have you ever been convicted of a felony?
☐ Yes – Explain when, where and nature of offense:
☑ No

Are there any felony charges pending against you now?
☐ Yes – Please explain:
☑ No

Please indicate your volunteer interest:
Marketing and Communications Committee for WMRAA

What special skills do you offer as a volunteer?
Current profession includes communication skills, strategic ideas and objectives, as well as community involvement.

Availability
(Please check all that apply)
- ☐ Morning
- ☐ Afternoon
- ☐ Evening
- ☐ As Needed

Why are you interested in serving the City as a volunteer?
The WMRAA plays a vital role in the community and economic development for the region of West Michigan. Being able to communicate that benefit is important.

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ Friday
- ☐ Saturday

Employment Information:

Company	Duties/Activities	Dates of Employment	
		To	From
Holland Board of Public Works	Key Accounts Coordinator	Present	7.2016

Community Involvement

Organization	Duties/Activities	Dates of Involvement	
		To	From
Ottawa County Community Action Agency	Advisory Board Member	Present	5.2019

Educational Background

	Name	City/State	Course of Study
High School	Broken Arrow Senior High School	Broken Arrow, OK	
College	Oklahoma State University	Stillwater, OK	Public Relations/Marketing Minor
Other			
Special Training			

I hereby certify that all statements on this volunteer application are made truthfully and without evasion, and further understand and agree that such statements may be investigated and, if found to be false, will be sufficient reason for not being appointed may result in dismissal.

I authorize the references listed on this application and any prior employer, educational institution, or any other persons or organizations to give the City of Holland any and all information concerning my previous employment/educational accomplishments, disciplinary information or any other pertinent information they may have, personal or otherwise, and release all parties from all liabilities for any damage that may result from furnishing same to you. I hereby waive written notice that employment information is being provided by any person or organization.

In accordance with ADA requirements, if I require an accommodation to perform my duties, I must notify the City Volunteer Services Office of that need within 180 days after I know or reasonably should have known that an accommodation was needed. Failure to do so will bar me from alleging that City of Holland has not accommodated me as required by law.

I hereby authorize the City to secure criminal conviction history from the appropriate law enforcement agency, should the City determine it is necessary to do so.

The information on this application will be treated in a confidential manner by the Volunteer Services Coordinator. However, appropriate information will be reviewed by the City Council prior to an appointment being approved.

Alison Q. El-Cassabgui — June 30, 2021

Volunteer's signature — **Date**

Date of Birth (Optional): 04/15/1986

Date of Birth is necessary to conduct the criminal background check. If you are selected, you will be asked for this information.

WMAA Fund Balance as of 6/30/2020					$ 1,003,851.26
	Operating	Capital (999)	EEC Project (546)	Capital Funds (999)	
Year to date Revenues	724,409.39	-	-	-	$ 724,409.39
Year to date Expenses	413,043.75	182,593.00	-	-	$ 595,636.75
Estimated Fund Balance as of 06/30/2021					$ 1,132,623.90
	Budget	YTD			
Remaining Operating Revenues	765,800.00	724,409.39			$ 41,390.61
	Budget	YTD	Encumbrances		
Remaining Operating Expenses (excluding contingences)	594,200.00	413,043.75	3,575.19		$ 177,581.06
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			138,600.00		$ 178,600.00
Ending Fund Balance as of 06/30/2021					$ 817,833.45
Other Expected Expenses:			Estimated amount	Spent	
FY21 Runway Rehabilitation Contruction and Lighting			206,363.00	(182,593.00)	
FY21 N. Hangar Park Taxiway Design/Construction			400,000.00		
FY21 Taxiway Crack Sealing			20,000.00		$ 443,770.00
Ending Fund balance after expected capital expenses					$ 374,063.45

Budget Performance Report

Fiscal Year to Date 06/30/21
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	**999 - Airport Capital Projects**									
420502.24	Federal Grant FAA Capital	4,275,131.00	.00	4,275,131.00	.00	.00	.00	4,275,131.00	0	214,392.30
430502.24	State Grant MDOT State Capital	206,363.00	.00	206,363.00	.00	.00	.00	206,363.00	0	11,910.68
	Department **999 - Airport Capital Projects** Totals	$4,481,494.00	$0.00	$4,481,494.00	$0.00	$0.00	$0.00	$4,481,494.00	0%	$226,302.98
	REVENUE TOTALS	$4,481,494.00	$0.00	$4,481,494.00	$0.00	$0.00	$0.00	$4,481,494.00	0%	$226,302.98
EXPENSE										
Department	**999 - Airport Capital Projects**									
Division	**045 - Runway**									
730974.0	Land Improvements General	5,107,857.00	.00	5,107,857.00	.00	.00	182,593.00	4,925,264.00	4	12,050.00
	Division **045 - Runway** Totals	$5,107,857.00	$0.00	$5,107,857.00	$0.00	$0.00	$182,593.00	$4,925,264.00	4%	$12,050.00
Division	**050 - Business Center**									
730975.0	Buildings & Structures General	.00	.00	.00	.00	.00	.00	.00	+++	42,515.00
	Division **050 - Business Center** Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$42,515.00
	Department **999 - Airport Capital Projects** Totals	$5,107,857.00	$0.00	$5,107,857.00	$0.00	$0.00	$182,593.00	$4,925,264.00	4%	$54,565.00
	EXPENSE TOTALS	$5,107,857.00	$0.00	$5,107,857.00	$0.00	$0.00	$182,593.00	$4,925,264.00	4%	$54,565.00
	Fund **Z01 - WMAA (Airport) General Fund** Totals									
	REVENUE TOTALS	4,481,494.00	.00	4,481,494.00	.00	.00	.00	4,481,494.00	0%	226,302.98
	EXPENSE TOTALS	5,107,857.00	.00	5,107,857.00	.00	.00	182,593.00	4,925,264.00	4%	54,565.00
	Fund **Z01 - WMAA (Airport) General Fund** Totals	($626,363.00)	$0.00	($626,363.00)	$0.00	$0.00	($182,593.00)	($443,770.00)		$171,737.98
	Grand Totals									
	REVENUE TOTALS	4,481,494.00	.00	4,481,494.00	.00	.00	.00	4,481,494.00	0%	226,302.98
	EXPENSE TOTALS	5,107,857.00	.00	5,107,857.00	.00	.00	182,593.00	4,925,264.00	4%	54,565.00
	Grand Totals	($626,363.00)	$0.00	($626,363.00)	$0.00	$0.00	($182,593.00)	($443,770.00)		$171,737.98

Budget Performance Report

Fiscal Year to Date 06/30/21
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**									
420528	Federal Grant - Other	.00	157,000.00	157,000.00	.00	.00	108,081.99	48,918.01	69	.00
440573	State-Reim Local PPT Tax Loss	10,000.00	.00	10,000.00	.00	.00	21,516.15	(11,516.15)	215	21,447.01
450582.C	Contributions from Other Govts From City of Holland	107,000.00	.00	107,000.00	421.84	.00	111,537.41	(4,537.41)	104	107,136.71
450582.P	Contributions from Other Govts From Park Township	108,000.00	.00	108,000.00	.00	.00	115,601.86	(7,601.86)	107	110,057.44
450582.Z	Contributions from Other Govts From City of Zeeland	60,000.00	.00	60,000.00	16,972.58	.00	77,696.60	(17,696.60)	129	72,955.31
460654.1	Franchise Fees FBO Franchise Fees	23,400.00	.00	23,400.00	1,955.86	.00	21,514.46	1,885.54	92	23,350.20
460654.5	Franchise Fees Fuel Flowage Fee	80,000.00	.00	80,000.00	2,653.20	.00	56,656.38	23,343.62	71	72,666.17
460654.7	Franchise Fees Landing Fees	28,000.00	.00	28,000.00	1,276.52	.00	21,073.25	6,926.75	75	21,552.43
480665.0	Investment Income General	15,000.00	.00	15,000.00	.00	.00	8,789.77	6,210.23	59	17,252.53
480669.A	Rental Airport Business Center	8,300.00	.00	8,300.00	687.04	.00	7,557.44	742.56	91	8,202.36
480669.24	Rental Hangar Land Lease	98,600.00	.00	98,600.00	1,217.36	.00	100,333.15	(1,733.15)	102	98,531.43
480669.25	Rental Agricultural Land Lease	12,500.00	.00	12,500.00	.00	.00	12,608.52	(108.52)	101	12,523.65
480669.26	Rental T-Hangars	58,000.00	.00	58,000.00	.00	.00	57,717.41	282.59	100	58,280.00
490685.1	Recoveries Insurance	.00	.00	.00	.00	.00	3,725.00	(3,725.00)	+++	.00
490692.0	Miscellaneous General	.00	.00	.00	.00	.00	.00	.00	+++	1,999.33
	Department **000 - General Revenues** Totals	$608,800.00	$157,000.00	$765,800.00	$25,184.40	$0.00	$724,409.39	$41,390.61	95%	$625,954.57
	REVENUE TOTALS	$608,800.00	$157,000.00	$765,800.00	$25,184.40	$0.00	$724,409.39	$41,390.61	95%	$625,954.57
EXPENSE										
Department	**540 - Airport Operations**									
710701.0	Payroll-Regular General	23,000.00	41,200.00	64,200.00	5,700.00	.00	46,077.54	18,122.46	72	19,086.82
710707.0	Payroll-Temporary Help General	33,800.00	.00	33,800.00	400.00	.00	23,431.68	10,368.32	69	31,129.07
710709.0	Payroll-Overtime General	.00	.00	.00	.00	.00	.00	.00	+++	16.06
711702.0	Payroll-Vacation/PTO General	2,800.00	.00	2,800.00	.00	.00	1,759.01	1,040.99	63	1,269.43
711703	Payroll-Holidays	1,000.00	.00	1,000.00	300.00	.00	1,175.21	(175.21)	118	627.78
711716.1	Insurance Health	7,800.00	.00	7,800.00	250.00	.00	5,321.63	2,478.37	68	7,711.32
711716.2	Insurance Dental	200.00	.00	200.00	.00	.00	38.02	161.98	19	68.03
711716.4	Insurance Health Care Savings Plan	.00	.00	.00	.00	.00	210.43	(210.43)	+++	.00
711717	Insurance-Life & AD&D	50.00	.00	50.00	.00	.00	18.92	31.08	38	33.86
711718.1	Retirement Contribution MERS	1,500.00	.00	1,500.00	480.00	.00	3,526.22	(2,026.22)	235	1,454.01
711720	Insurance-Income Protection	200.00	.00	200.00	379.00	.00	458.58	(258.58)	229	140.99
712715	Employer FICA/Medicare Contribution	4,200.00	.00	4,200.00	508.72	.00	5,481.18	(1,281.18)	131	3,799.86
712723	Unemployment Comp Insurance	20.00	.00	20.00	.00	.00	31.97	(11.97)	160	14.35
712724	Workers Comp Insurance	30.00	.00	30.00	.00	.00	9.70	20.30	32	19.28
721730.0	Postage General	100.00	.00	100.00	.00	.00	.00	100.00	0	23.26
721740.0	Operating Supplies General	1,500.00	4,500.00	6,000.00	153.05	.00	2,143.19	3,856.81	36	4,679.98
721740.CAP	Operating Supplies Controlled Items-Capital Type	2,500.00	.00	2,500.00	.00	.00	2,473.34	26.66	99	4,757.22
721905.0	Photocopies/In-House Printing General	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
721931.0	Bldg & Grnds Maint General	13,000.00	.00	13,000.00	.00	.00	1,634.50	11,365.50	13	8,461.20

Budget Performance Report

Fiscal Year to Date 06/30/21
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**									
721933.0	Equipment Maintenance General	20,000.00	.00	20,000.00	.00	.00	9,504.75	10,495.25	48	19,312.56
722801.9010	Contr-Printing/Promo Advertising/Promotional	40,000.00	7,000.00	47,000.00	15.99	794.19	34,994.87	11,210.94	76	19,204.99
722803.7	Contr-Human Resources County Correctional Crew	.00	.00	.00	.00	.00	.00	.00	+++	389.00
722804.0	Contractual-Legal General	10,000.00	20,000.00	30,000.00	(1,608.50)	.00	26,247.62	3,752.38	87	12,310.69
722805.1	Contractual-Finance Independent Audit	7,800.00	7,700.00	15,500.00	.00	.00	7,700.00	7,800.00	50	7,600.00
722805.4	Contractual-Finance Financial Service Fees	.00	.00	.00	.00	.00	833.35	(833.35)	+++	.00
722807.5	Contractual-Architect/Engineer Engineering	15,000.00	.00	15,000.00	.00	.00	5,604.50	9,395.50	37	21,072.99
722808.1	Contr-Bldgs&Grnds Janitorial	.00	.00	.00	.00	.00	598.00	(598.00)	+++	.00
722808.8	Contr-Bldgs&Grnds Tree Clearing	.00	.00	.00	.00	.00	.00	.00	+++	204.73
722808.MOW	Contr-Bldgs&Grnds Mowing	30,000.00	62,400.00	92,400.00	.00	.00	40,431.58	51,968.42	44	26,926.89
722808.MTCE	Contr-Bldgs&Grnds Maintenance-General Repairs	25,000.00	.00	25,000.00	3,027.00	.00	30,829.32	(5,829.32)	123	19,682.71
722808.SNOW	Contr-Bldgs&Grnds Snowplowing	60,000.00	.00	60,000.00	.00	.00	40,457.20	19,542.80	67	30,412.64
722809.16	Contractual-Misc Consulting	.00	.00	.00	.00	.00	.00	.00	+++	1,441.50
722809.61	Contractual-Misc Management Services	28,000.00	.00	28,000.00	2,079.16	.00	24,950.01	3,049.99	89	25,922.75
722809.62	Contractual-Misc Airport Manager-Tulip City Air	2,000.00	.00	2,000.00	.00	.00	2,133.25	(133.25)	107	1,490.25
723850.0	Communications Telephone	.00	.00	.00	36.90	.00	442.20	(442.20)	+++	427.14
723850.CELL	Communications Cellular	.00	.00	.00	.00	.00	300.00	(300.00)	+++	600.00
723860.0	Travel, Conf, Seminars General	2,000.00	.00	2,000.00	.00	.00	3,200.00	(1,200.00)	160	1,246.00
723910.0	Commercial Insurance Premiums General	27,000.00	2,400.00	29,400.00	.00	.00	18,966.00	10,434.00	65	30,993.00
723920.BPW	Public Utilities BPW	.00	.00	.00	.00	.00	.00	.00	+++	160.00
723920.GATE	Public Utilities Fence Gates	700.00	.00	700.00	46.76	.00	571.81	128.19	82	571.84
723920.LAND	Public Utilities Landing Lights & System	4,600.00	4,700.00	9,300.00	285.53	.00	4,079.64	5,220.36	44	4,036.83
723920.PLOT	Public Utilities Parking Lot Lights	1,800.00	.00	1,800.00	74.78	.00	923.51	876.49	51	1,670.47
723920.RUNW	Public Utilities Runway Lights	6,700.00	9,400.00	16,100.00	572.36	.00	6,989.02	9,110.98	43	6,336.55
723920.THAN	Public Utilities T-Hangars	5,000.00	4,700.00	9,700.00	436.07	.00	5,243.44	4,456.56	54	5,391.97
723942.0	Building Rental/Lease General	1,000.00	.00	1,000.00	.00	.00	2,500.00	(1,500.00)	250	5,500.00
723955.0	Misc. General	2,000.00	.00	2,000.00	.00	.00	1,966.64	33.36	98	2,756.18
723961.0	Dues & Subscriptions General	600.00	.00	600.00	.00	.00	1,936.78	(1,336.78)	323	566.70
723963.2	Write-Offs Uncoll Property Taxes	.00	.00	.00	.00	.00	.00	.00	+++	(35.19)
723964.2	Refunds Property Tax Prior Years	.00	.00	.00	.00	.00	21.40	(21.40)	+++	5.01
730974.0	Land Improvements General	.00	.00	.00	.00	.00	.00	.00	+++	241,668.14
770956.0	Contingency General	153,600.00	.00	153,600.00	.00	.00	.00	153,600.00	0	.00
	Department **540 - Airport Operations** Totals	$534,600.00	$164,000.00	$698,600.00	$13,136.82	$794.19	$365,216.01	$332,589.80	52%	$571,158.86
Department	**541 - Business Center**									
721931.GRND	Bldg & Grnds Maint Grounds Maintenance	5,000.00	.00	5,000.00	234.92	.00	6,193.74	(1,193.74)	124	1,941.48
721933.0	Equipment Maintenance General	5,000.00	.00	5,000.00	.00	2,781.00	4,707.28	(2,488.28)	150	3,716.69
722808.1	Contr-Bldgs&Grnds Janitorial	7,500.00	.00	7,500.00	.00	.00	9,424.80	(1,924.80)	126	7,917.13
723850.0	Communications Telephone	2,600.00	.00	2,600.00	.00	.00	2,160.00	440.00	83	2,672.00

Budget Performance Report

Fiscal Year to Date 06/30/21
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 - Business Center**									
723850.WIFI	Communications WIFI Internet Connection	4,100.00	.00	4,100.00	.00	.00	3,125.00	975.00	76	3,437.50
723920.BPW	Public Utilities BPW	20,000.00	.00	20,000.00	1,230.67	.00	17,871.51	2,128.49	89	16,661.19
723920.GAS	Public Utilities Natural Gas	5,000.00	.00	5,000.00	152.88	.00	4,345.41	654.59	87	4,033.67
770956.0	Contingency General	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	.00
	Department **541 - Business Center** Totals	$74,200.00	$0.00	$74,200.00	$1,618.47	$2,781.00	$47,827.74	$23,591.26	68%	$40,379.66
	EXPENSE TOTALS	$608,800.00	$164,000.00	$772,800.00	$14,755.29	$3,575.19	$413,043.75	$356,181.06	54%	$611,538.52
	Fund **Z01 - WMAA (Airport) General Fund** Totals									
	REVENUE TOTALS	608,800.00	157,000.00	765,800.00	25,184.40	.00	724,409.39	41,390.61	95%	625,954.57
	EXPENSE TOTALS	608,800.00	164,000.00	772,800.00	14,755.29	3,575.19	413,043.75	356,181.06	54%	611,538.52
	Fund **Z01 - WMAA (Airport) General Fund** Totals	$0.00	($7,000.00)	($7,000.00)	$10,429.11	($3,575.19)	$311,365.64	($314,790.45)		$14,416.05
	Grand Totals									
	REVENUE TOTALS	608,800.00	157,000.00	765,800.00	25,184.40	.00	724,409.39	41,390.61	95%	625,954.57
	EXPENSE TOTALS	608,800.00	164,000.00	772,800.00	14,755.29	3,575.19	413,043.75	356,181.06	54%	611,538.52
	Grand Totals	$0.00	($7,000.00)	($7,000.00)	$10,429.11	($3,575.19)	$311,365.64	($314,790.45)		$14,416.05

Fund Equity Changes Report

Through 06/30/21
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	.00	.00	.00	.00				
341390.ABC	Fund Balance - Assigned (By Action) Business Center Maintenance	50,000.00	25,000.00	.00	75,000.00				
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	953,851.26	.00	25,000.00	928,851.26				
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	$1,003,851.26	$25,000.00	$25,000.00	$1,003,851.26	$0.00	$724,409.39	$595,636.75	$1,132,623.90
	Fund Type **GENERAL FUND** Totals	$1,003,851.26	$25,000.00	$25,000.00	$1,003,851.26	$0.00	$724,409.39	$595,636.75	$1,132,623.90
	Fund Category **GOVERNMENTAL** Totals	$1,003,851.26	$25,000.00	$25,000.00	$1,003,851.26	$0.00	$724,409.39	$595,636.75	$1,132,623.90
	Grand Totals	$1,003,851.26	$25,000.00	$25,000.00	$1,003,851.26	$0.00	$724,409.39	$595,636.75	$1,132,623.90

Trial Balance Listing

Through 06/30/21
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	989,347.15	788,359.18	630,206.56	1,147,499.77	989,347.15
113040.0	Accounts Receivable General	37,418.03	311,348.21	335,594.16	13,172.08	37,418.03
114026.2014	Taxes Receivable 2014	.89	.00	2.23	(1.34)	.89
114026.2015	Taxes Receivable 2015	16.77	.00	.55	16.22	16.77
114026.2016	Taxes Receivable 2016	20.75	.00	3.32	17.43	20.75
114026.2017	Taxes Receivable 2017	35.60	.00	3.15	32.45	35.60
114026.2018	Taxes Receivable 2018	34.29	.00	8.16	26.13	34.29
114026.2019	Taxes Receivable 2019	73.50	.00	25.68	47.82	73.50
114031	Allowance for Uncollectible Taxes	(134.10)	.00	.00	(134.10)	(134.10)
118123	Prepaid Items	.00	469.83	.00	469.83	.00
118123.I	Prepaid Items Insurance	376.00	376.00	376.00	376.00	376.00
119073.2	Due from Local Govt Units Due from Park Township	5.12	115,601.86	115,606.98	.00	5.12
119073.3	Due from Local Govt Units Due from Zeeland City	1.38	81,939.45	81,940.83	.00	1.38
119078.1	Due from State of Michigan Due from State-Aeronautics	1,201.51	.00	.00	1,201.51	1,201.51
	CURRENT ASSETS Totals	$1,028,396.89	$1,298,094.53	$1,163,767.62	$1,162,723.80	$1,028,396.89
CURRENT LIABILITIES						
210202.0	Accounts Payable General	(12,940.95)	516,671.59	503,730.64	.00	(12,940.95)
211202	Contracts Payable	(9,541.69)	9,541.69	.00	.00	(9,541.69)
212257.0	Accrued Wages Payable General	(890.00)	890.00	.00	.00	(890.00)
212262.1	Accrued Fringes Payable FICA-Social Security/Medicare	(68.09)	68.09	.00	.00	(68.09)
216278.L	Deposits Lease	(200.00)	.00	.00	(200.00)	(200.00)
21B339.0	Deferred Revenue General	(904.90)	904.90	29,899.90	(29,899.90)	(904.90)
	CURRENT LIABILITIES Totals	($24,545.63)	$528,076.27	$533,630.54	($30,099.90)	($24,545.63)
FUND BALANCE						
341390.ABC	Fund Balance - Assigned (By Action) Business Center Maintenance	(50,000.00)	.00	25,000.00	(75,000.00)	(50,000.00)
342390	Fund Balance-Unassigned	(953,851.26)	25,000.00	.00	(928,851.26)	(953,851.26)
	FUND BALANCE Totals	($1,003,851.26)	$25,000.00	$25,000.00	($1,003,851.26)	($1,003,851.26)
	Fund Revenues	.00	5,082.28	729,491.67	(724,409.39)	.00
	Fund Expenses	.00	601,813.72	6,176.97	595,636.75	.00
	Fund **Z01 - WMAA (Airport) General Fund** Totals	$0.00	$2,458,066.80	$2,458,066.80	$0.00	$0.00
	Grand Totals	$0.00	$2,458,066.80	$2,458,066.80	$0.00	$0.00