

## 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

**June 13th, 2022**

**11:30 a.m. –1:00 p.m.**

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

<https://us06web.zoom.us/j/83777032853>

#### 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  
VACANT

##### Ex-officio

Jim Storey  
Frank Garcia

1. Public Comment.
2. Consideration of May 9th, 2022, Meeting Minutes (Action Requested).
3. Review April 11<sup>th</sup> Meeting Minutes Revisions (No Action).
4. Year End Budget Amendments (Action Requested).
5. Airport Insurance Proposals (Action Requested).
6. Extension of Amanda Davio's Engagement with the Airport Authority
7. Airport Business Park Development Taskforce Roster (Action Requested).
8. Signage Request: FlightLevel Aviation (Action Requested).
9. T-Hangar Improvement Request Process (Action Requested).
10. Approval for Electrical Repairs and Upgrades: T-Hangar Unit C8 (Action Requested).
11. Communications Report (No Action).
12. FBO Progress Report (Action Requested).
13. FBO Report (Action Requested).
14. Financial Reports (Action Requested).
15. Updates from Board.
16. Other Business:  
*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.*

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- A. Parcel K
- B. Food Truck Friday
- C. Aviation Day

17. Adjourn.

Next Meeting will be held July 11<sup>th</sup>, 2022

# **West Michigan Airport Authority**

## **MEETING MINUTES**

**May 9<sup>th</sup>, 2022**

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

**60 Geurink Blvd. Holland, MI**

**PRESENT:** Doug Barese, Russ Sylte, Skip Keeter, Chuck Murray, Dave Hoekstra, Jeff King (Via Zoom)

**ABSENT:** Kevin Klynstra, Beth Blanton, Scott Corbin

**OTHERS PRESENT:** Tyler Vandenbrand, Project Administrator Amanda Davio, Airport Director Aaron Thelenwood, Paul St Amour, Katie Carlson, Peter Eichleay, Leanne Schaffer

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

### **22.05.01      Public Comments.**

None.

### **22.05.02      Recognition of Jeff King for his service to the Board**

Board Chair Sylte commended King on his time serving the Airport Authority, knowledgeable insights, and passion for aviation.

### **22.05.03      Consideration of April 11<sup>th</sup>, 2022 Meeting Minutes**

Discrepancies noted for members who were not marked absent. Minutes will be revised and reapproved at the following Board Meeting on June 13<sup>th</sup>

### **22.05.04      Airport Insurance Projections (No Action)**

Director Thelenwood presented the market impact on Airport property with increased costs on building values and increased insurance projections throughout 2022. Data was presented from the Winter Market Report provided by Gallagher. No action requested.

### **22.05.05      Gentex Fuel Farm Discussion (Action Requested)**

On field partner, Gentex, is looking to replace its underground fuel storage tank which is nearing the end of its serviceable life. Currently, the Authority's fuel standards prohibit underground fuel farms, however both the Gentex and FBO fuel farm at WMRA were put in place prior to the FAA

policy change for fueling facility standards. Gentex has requested a variance from this policy expressing and aesthetic concerns about an above ground tank. Building standards says there has to be something inherently prohibitive above ground construction on the property before an underground tank can be approved. As a result, the Building & Development committee wanted to look further into a variance for this request. In this review the Board has the opportunity to decide to reaffirm the existing policy or explore another route but has to revise policy/standards for underground fuel storage.

Katie Carlson (Gallagher) commented that above ground is easier to insure and if the Board approves a variance from the standard policy it would be imperative to ensure proper coverage in case of a leak. King commented about strong opinions held by the FAA against underground tanks on their facilities and recommended we adhere to the standards. Board Chair Sylte commented we're not looking for a variance today we're discussing a change in the policy. Keeter offered EPA considerations and the possibility that a leak might not be detected for years increasing environmental liability in the instance of an underground tank. Further discussion occurred regarding the advancement of monitoring technologies to detect leaks and catch them early on. Hoekstra added that an above ground tank leaves more possibility for aircraft accidents for a tank that size and that he'd prefer to see it done underground if it's assured to be built with proper monitoring technology. Board Chair Sylte agreed to explore the policy if Gentex agrees to cover the additional insurance necessary to monitor the tank underground for leaks and any other safety/environmental concerns. It was made clear that a variance would not be necessary in the case of a policy change.

Murray made a motion with support by Keeter to further explore the policy related to fuel farm storage.

Aye votes: Doug Barensen, Russ Sylte, Skip Keeter, Chuck Murray, Dave Hoekstra

Nays: None

Motion carried.

#### **22.05.06 Minimum Operating Standards re-write: Update (No Action)**

Director Thelenwood presented to the Board the update on the Minimum Operating Standards rewrite. The standards currently exist as an attachment to the Airports FBO agreement as opposed to a formal policy and the revision's intent is to establish clear operator types and associated requirements. The revision outlines three tiers in which a Business might operate as an FBO at the airport. The business would be classified as Tier 1, 2, or 3 according to the number of services it provides and any other associated business offering services or products not associated with an FBO would then be categorized separately as a Non-FBO Business. The Board accepted this revision update as information.

#### **22.05.07 Memorandum of Understanding Renewal: Palisades (Action Requested)**

Project Administrator Davio presented to the Board a renewal agreement for a Memorandum of Understanding with Palisades. The MOU, identical to that which was approved by the Board in

2020, allows Palisades to utilize the airport as a staging area for safety equipment in the event of an emergency. The agreement was presented for approval for an additional two year period.

Hoekstra made a motion with support by Barensen to approve another two year MOU with Palisades Nuclear Operations.

Aye votes: Doug Barensen, Russ Sylte, Skip Keeter, Chuck Murray, Dave Hoekstra

Nays: None

Motion carried.

#### **22.05.08 Adoption of Envision for Airport Project Planning (Action Requested)**

Project Administrator Davio presented to the Board a proposal for adopting project planning framework, Envision, for future infrastructure projects. As had been discussed in prior Board Meetings, Envision offers an adaptable and collaborative approach to project planning with the goal of implementing more cost-effective, resources-efficient, and adaptable long-term infrastructure.

Barensen made a motion with support by Murray to approve the adoption of the Envision framework for airport project planning.

Aye votes: Doug Barensen, Russ Sylte, Skip Keeter, Chuck Murray, Dave Hoekstra

Nays: None

Motion carried.

#### **22.05.09 Staffing Structure: Full Time Position Proposal (Action Requested)**

Director Thelenwood presented to the Board the case for introducing another full-time staff to the Airport Authority team for additional capacity in completing administrative duties, conducting airport business, and proactively seeking new opportunities for the airport. The FY23 approved budget includes a line item for a new staff position starting July 1, 2022. The recommendation was that the Board form an Advisory taskforce to review the merits of additional staffing in addition to the long-term financial impact. The intent is for the Taskforce to meet and review the terms of a new full time position with the goal of having a recommendation back to the Board by the next meeting on June 13<sup>th</sup>.

Keeter made a motion with support by Barensen to approve the adoption of the Envision framework for airport project planning.

Aye votes: Doug Barensen, Russ Sylte, Skip Keeter, Chuck Murray, Dave Hoekstra

Nays: None

Motion carried.

#### **22.05.10 Airport Business Park Planning Taskforce: Flagship Tenant Recruitment (No Action)**

Director Thelenwood presented to the Board the proposal to form a Business Development Taskforce for the purpose of determining potential future tenants. The taskforce would be in existence throughout the development and construction of the 2023 Taxilane Project and would be comprised of members of different expertise and professional backgrounds. This report was accepted as information.

#### **22.05.11      Communications Report**

Leanne Schaffer (Boileau Communications) provided a brief update on airport website and social media accounts which has seen an increase in traffic.

#### **22.05.12/13    FBO Progress Report/FBO Report (Action Requested)**

Stationed manager Vandenbrand presented to the board an update on fuel prices which reached \$6 in mid April. WMRA is up to \$7.90/gal for retail cost (lower than comparable airports). On the maintenance end of operations, an offer was slated to be made to a well vetted general aviation mechanic with 8 years' experience. They would be based at WMRA. Flightlevel is still working to expand its footprint and promote itself in the area and beyond. Several requests for tours have also been received and Vandenbrand will partner with Project Administrator Davio to schedule and conduct tours

Hoekstra made a motion with support by Keeter to approve the FBO Report.  
Aye votes: Doug Barensen, Russ Sylte, Skip Keeter, Chuck Murray, Dave Hoekstra  
Nays: None  
Motion carried.

#### **22.05.14      Financial Reports (Action Requested)**

Director Thelenwood presented the financial report to the Board.

#### **22.05.15      Updates from Board**

None.

#### **22.05.16      Other Business**

**A. Tulip Time Fly-in** – Update on transportation – available until 5pm

**B. Aviation Day Planning Volunteers**

**C. Elected Official Visits** Visit from Peter Dickow of Sen. Peters' office, upcoming visit from Senator Victory's Office

**D. Call with Go Rentals** – Broader opportunities for car rental

**E. Local Business Engagement** -Business Development Packets sent out, continuing to work with FlightLevel on establishing businesses in the airport's footprint and working on a strategy to approach and engage aviation related/aviation affected local businesses

Meeting Adjourned at 1:00 p.m.

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**Minutes Approved:** (Secretary)

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

# **West Michigan Airport Authority**

## **MEETING MINUTES**

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

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

**60 Geurink Blvd. Holland, MI**

**PRESENT:** Corbin, Klynstra, Keeter, Barensen, King (zoom)

**ABSENT:** Dave Hoekstra, Chuck Murray, Beth Blanton, Russ Sylte

**OTHERS PRESENT:** Adam Feenstra, Jeff Thoman, Andrew Rittenhouse, Alan Radlow, Peter Eichley, Tyler VandenBrand, Leanne Shaeffer, Lynn McCammon, Paul Elzinga

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

### **22.04.01      Public Comments.**

None.

### **22.04.02      Consideration of March 7<sup>th</sup> & 14<sup>th</sup>, 2022 Meeting Minutes**

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

Aye votes: **Corbin, Klynstra, Keeter, Barensen**

Nays: None

Motion carried.

### **22.04.03      FBO Land Lease Approval**

Director Thelenwood presented to the Board the Land Lease Renewal for FlightLevel Aviation on the terms that any significant changes following the FBO's review will be brought back to the Board for approval.

Keeter made a motion with support by Klynstra to approve the terms in the FBO Land Lease Renewal as presented.

Aye votes: **Corbin, Klynstra, Keeter, Barensen**

Nays: None

Motion carried.

### **22.04.04      124 Veterans Drive Variance Approval**

Director Thelenwood presented preliminary plans for the development of 124 Veterans Drive by



the Rittenhouse brothers which had developed a property adjacent to 124 Veterans more than a year ago. In accordance to the Unified Development Ordinance (UDO) last year, the project falls in Zone 2 of the Airport Zone District and is not outlined as an authorized use of the land. The area was developed densely with other residential properties prior to the Airport Layout Plan and the parcel in question is one of the last available for development. It has been discussed with Veterans 124 Developers, Airport Consultants, and the B&D committee and has been determined that the developmental plans for the parcel do not pose any additional risk.

King expressed concern about any development in a designated airport zone providing an inherent risk. Corbin commented as long as it follows FAA building code, he sees no issue in approving the variance if plans for the development of the parcel remain the same as discussed. King emphasized there still being a risk if the runway is developed. Corbin replied that it does not pose a significant risk to the airport as the condo development would not be a high-density structure. Thelenwood clarified that a site plan still needs to be seen and if the site plan reflects differently than discussed, then the variance will not be approved and that we're not asking for a variance in the ALP but in the UDO. Klynstra expressed approval noting the area is already developed with similar structures and businesses.

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

Aye votes: **Corbin, Klynstra, Keeter, Barese**

Nays: None

Motion carried.

## **22.04.05      Annual Report**

### *Annual Report*

Leanne Schaffer of Boileau communications presented the annual report to the Board noting a difference in distribution as compared to the previous year which shares the report mainly digitally but that formatting still allows for print if desired. The annual report highlights the Runway Rehab Project, Airport Partnerships (ie. Flight Path, STEM flights), available land parcels and events that the airport took part in over the last year including Dream Flights, Bissell Pet Flights, and Operation Good Cheer.

Keeter and Barese commended the report and the Board accepted the report as information.

## **22.04.06      Communications Report**

Leanne Schaffer presented the Communications report discussing the annual report, quarterly newsletter, and showcasing the Key Performance Indicators board for related Airport digital traffic performance stats. The Board accepted this report as information.

## **22.04.07      Update on Envision**

Project Administrator Davio presented an update on investigations into project framework,

Envision, developed by the Institute for Sustainable Infrastructure. Envision offers an adaptable project planning tool for the airport to utilize to implement more cost-effective, resource efficient, and adaptable long-term infrastructure investments. The framework has been utilized and recommended by community partner, Board of Public Works Holland, and increasingly being considered across aviation projects with airports state and nationwide receiving accreditation for a variety of projects. Davio noted the FAAs increased focus toward sustainability and equity and the potential payoff in implementing a framework such as Envision and that final certification through the project's framework is eligible for BIL funding.

#### **22.04.08      FBO Progress Report**

Tyler Vandenbrand presented the FBO Progress Report to the Board. The Board established a 90 day monitoring of FBO progress with the present Board Meeting being the 90 day mark. Vandenbrand reported on reliable communication from the maintenance department and noted continued organization of what was left from previous maintenance team. The FBO continues to search for qualified mechanics to supplement the current department, have updated hours of operations, and are focusing communication and advertising efforts to better represent services through WMRA and FlightLevel. Customer Support Representatives are also focused on maintaining a Holland centric approach with in house communication. Ashley Cramer has been brought on the team to head up charter operations--Paul Elzinga commented on his experience working with Ashely and commended her abilities.

Corbin expressed concern about the language still used by the FBO "trying, attempting, in progress" recommending another 90 days of monitored progress because there is still work to do. Keeter asked about the ability to have this report structure as a regular report and Vandenbrand agreed that it's not a difficult report to pull together on a monthly basis going forward.

Keeter made a motion with support by Klynstra to accept the 90 day report and extend progress reports for an additional 90 days.

Aye votes: **Corbin, Klynstra, Keeter, Barensen**

Nays: None

Motion carried.

#### **22.04.09      FBO Report**

Tyler Vandenbrand presented the monthly FBO fuel sales report noting that sales are not only meeting but exceeded volume in fuel sales for 2021. Peter Eichley highlighted the severity of climb in oil prices on the east coast (cost tripled over a short amount of time), preparing the Board for a lag on how the market responds to it in West MI.

Keeter made a motion with support by Barensen to accept the FBO report.

Aye votes: **Corbin, Klynstra, Keeter, Barensen**

Nays: None

Motion carried.

#### **22.04.10 Financial Reports**

Treasurer McCammon presented the Financial Reports through the end of March to the Board. Director Thelenwood commented on CRSSA funds + ARPA over the coming months as additional revenue.

Barense made a motion with support by Klynstra to accept the financial report.

Aye votes: **Corbin, Klynstra, Keeter, Barense**

Nays: None

Motion carried.

#### **22.04.11 Updates from Board**

**A. Parcel K Update** - parcel K no offers yet but a few interested

**B. Marketing Strategy Launch** - development materials being followed up after mailing

**C. Tulip Time Fly-In** – May 14<sup>th</sup>, Bikes for rent from Cross Country cycle—still no bus transportation available. Corbin recommended looking into Allegan County Transportation as an option.

**D. Aviation Day**- August 20<sup>th</sup>- Meeting on the horizon with Wings of Mercy, Young Eagles, City of Holland, BSA, and other participating partners.

Meeting Adjourned at 1:00 p.m.

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**Minutes Approved:** (Secretary)

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

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June 13<sup>th</sup>, 2022

## REPORT 4

**To:** West Michigan Airport Authority Board.  
**From:** Aaron Thelenwood, Director  
**Subject:** **Fiscal Year 2022 Budget Amendments.**

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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. Attached to this report is a list of the changes from year to date expenditures as of May 26, 2022 as prepared by the City of Holland Finance Office. Although it is nearly impossible to accurately project all line items in the budget, these amendments are intended to keep the bottom lines of all departments in balance.

FY2022 financial activity to date reflects a total increase in overall revenues of \$55,342. Though a couple of revenue items came in lower than expected, other revenues such as State PPT Reimbursement, governmental tax contributions and hangar land leases increased significantly to offset any decreases.

Airport Operating expenses also increased overall by \$39,912 driven by supplemental marketing services, engineering support services, and higher than anticipated payroll and benefit costs.

A detailed summary of affected accounts with outlined proposed budget amendments produced by the City's Finance team is attached to this report.

### **Recommendation**

It is recommended that the Authority Board approve the proposed amendments to the Fiscal Year 2022 budget as presented.

**WMAA**  
**YEAR-END BUDGET AMENDMENTS**  
**FISCAL YEAR 2021 - 2022**

Department	Current Budget	Proposed Budget	Increase (Decrease)	Difference
GENERAL FUND - REVENUES & OTHER FINANCING SOURCES				
State - Reimb PPT Loss	Z01 000 440573	10,000	20,140	10,140
Contr Other Govt-COH	Z01 000 450582.C	110,000	116,000	6,000
Contr Other Govt-Park Twp	Z01 000 450582.P	109,000	101,800	(7,200)
Contr Other Govt-COZ	Z01 000 450582.Z	60,000	78,400	18,400
FBO Franchise Fees	Z01 000 460654.1	23,500	24,910	1,410
Fuel Flowage Fees	Z01 000 460654.5	70,000	77,890	7,890
Landing Fees	Z01 000 460654.7	24,000	27,078	3,078
Investment Income	Z01 000 480665.0	12,000	6,850	(5,150)
Rental Airport Business Ctr	Z01 000 480669.A	8,400	8,750	350
Rental Hangar Land Lease	Z01 000 480669.24	107,357	122,470	15,113
Rental Agricultural Land Lease	Z01 000 480669.25	12,500	13,364	864
Recoveries Insurance	Z01 000 490685.1	-	2,790	2,790
Recoveries Other Parties	Z01 000 490685.2	-	1,657	1,657
Total Increase in General Fund Revenues & Other Financing Sources Budgets				\$ 55,342

## GENERAL FUND - EXPENDITURES & OTHER FINANCING USES

Airport Operations						
Payroll-Regular Genl	Z01	540	710701.0	71,780	75,345	3,565
Payroll-Temp Help Genl	Z01	540	710707.0	18,950	20,800	1,850
Payroll-Vacation PTO	Z01	540	711702.0	6,400	8,500	2,100
Payroll-Holidays	Z01	540	711703	2,400	2,150	(250)
Insurance IPP	Z01	540	711720	-	1,000	1,000
ER FICA/Medicare	Z01	540	712715	7,750	8,300	550
Operating Supplies Genl	Z01	540	721740.0	1,500	3,100	1,600
Bldg & Grnds Maint Genl	Z01	540	721931.0	9,000	2,000	(7,000)
Equipment Maint Genl	Z01	540	721933.0	20,000	23,000	3,000
Contr-Printing/Promo Adv	Z01	540	722801.9010	35,794	48,000	12,206
Contractual - Finance Financial	Z01	540	722805.4	-	2,000	2,000
Contractual-Architectural/Engin	Z01	540	722807.5	15,000	25,000	10,000
Contractual-Snowplowing	Z01	540	722808.SNOW	50,000	56,022	6,022
Communications - Telephone	Z01	540	723850.0	-	500	500
Communications - Cellular	Z01	540	723850.CELL	-	1,200	1,200
Travel, Conf, Seminars General	Z01	540	723860.0	1,000	1,900	900
Commercial Insur Premium	Z01	540	723910.0	27,000	27,400	400
Building Rental/Lease General	Z01	540	723955.0	2,000	3,050	1,050
Dues & Subscriptions Genl	Z01	540	723961.0	600	2,000	1,400
						42,093
Business Center						
Equipment Maint Genl	Z01	541	721933.0	7,781	5,000	(2,781)
Contr-Bldg&Grnd Janitorial	Z01	541	721931.GRND	8,000	10,000	2,000
Public Utilities BPW	Z01	541	723920.BPW	20,000	17,000	(3,000)
Public Utilities Natural Gas	Z01	541	723920.GAS	5,000	6,600	1,600
						(2,181)
Total Increase in General Fund Expenditures & Other Financing Uses Budgets						\$ 39,912

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June 13<sup>th</sup>, 2022

### REPORT 5.

**To:** West Michigan Airport Authority Board.  
**From:** Aaron Thelenwood, Director.  
**Subject:** **Fiscal Year 2022 Airport Insurance Proposal**

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Annually, the Airport Authority solicits proposals to provide insurance for general liability, public officials, cyber, and other related coverages. This year, the Airport Authority is coming off a three (3) year fixed rate policy for general liability. Though the Authority saw significant savings in this area over the past three years, it was anticipated that rates would go up significantly this year; especially in light of recent climate related incidents and high-profile accidents driving rate increases across sectors.

Following the April 11<sup>th</sup> meeting, the Airport Authority solicited additional proposals from BHS and LL Johns, in addition to those requested from AJG (the Authority's current Broker). A summary of the initial premium changes and rate analysis will be attached to this report.

The Airport has received a complete proposal from AJG only at this time. BHS has provided a nearly complete proposal for consideration except for cyber. BHS will be working to provide final figures for Cyber Coverage over the weekend for Monday's meeting. Attached to this report is AJG's proposal for review. Once received, the Authority will review AJG's proposal to BHS's. The recommendation submitted to the Board will be to review the proposal on Monday, and approve Based on the lowest qualified bidder parameters under the Airport's Purchasing Policy. The Board would review and ratify the authorized action at the July 11<sup>th</sup>, Board Meeting.

If BHS has not submitted a complete package by that time, the Board may be asked to approve a secondary recommendation, which would Authorize the Chair, Co-chair, and Director to approve and sign off on a final policy, contingent on Approval as to form by the Attorney and subject to the proposal not exceeding the Total Premium proposed by AJG.

The FY23 budget includes \$27,500 for insurance premiums.

### **Recommendation**

Final recommendation to be presented to the Board during Monday's meeting.  
Attachment: Summary of insurance coverage.

*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

July 1, 2022 to July 1, 2023



## Premium and Rate Analysis Projections for Renewal

Coverage	21-22 Exposures @ 21-22 Rates	22-23 Exposures @ 22-23 Estimated Rates	% Change	\$ Change	Notes
<b>Workers Compensation</b>	<b>Accident Fund</b>	<b>Accident Fund</b>			
Exposure (Total Payroll)	\$ 15,000	\$ 15,000	0.00%	\$ -	Flat Renewal - Minimum Premium Policy
Rate per \$100 in Payroll	\$ 0.090	\$ 0.090	0.00%	\$ -	
Modified Premium	\$ 14	\$ 14	0.00%	\$ -	
Fees and Taxes	\$ 362	\$ 362	0.00%	\$ -	
<b>Total Premium</b>	<b>\$ 376</b>	<b>\$ 376</b>	<b>0.00%</b>	<b>\$ -</b>	
<b>Property</b>	<b>Travelers</b>	<b>Travelers</b>			
Exposure (TIV)	\$ 7,403,639	\$ 8,025,767	8.40%	\$ 622,128	Est. Market Rate increase was 12%; Renewal Rate came in with a very favorable increase of under 4%
Rate per \$100 in TIV	\$ 0.170	\$ 0.176	3.73%	\$ 0	
<b>Premium</b>	<b>\$ 12,574</b>	<b>\$ 14,139</b>	<b>12.45%</b>	<b>\$ 1,565</b>	
<b>Public Officials and EPLI</b>	<b>Greenwich</b>	<b>Greenwich</b>			
Premium	\$ 7,062	\$ 7,521	6.50%	\$ 459	Est. Market Rate increase was 10-20%. Renewal Rate came in under the Estimated.
Engineering Fee	\$ 195	\$ 195	0.00%	\$ -	
<b>Total Premium</b>	<b>\$ 7,257</b>	<b>\$ 7,716</b>	<b>6.32%</b>	<b>\$ 459</b>	
<b>Airport Owners and Operators Liability</b>	<b>Chubb</b>	<b>Chubb</b>			
<b>Premium</b>	<b>\$ 5,400</b>	<b>\$ 6,653</b>	<b>23.20%</b>	<b>\$ 1,253</b>	Coming off a 3 Year Term. Renewal is 1 Year Term
<b>Cyber Liability</b>	<b>BCS</b>	<b>CFC</b>			
<b>Premium</b>	<b>\$ 1,701</b>	<b>\$ 3,010</b>	<b>76.95%</b>	<b>\$ 1,309</b>	\$1 Million Limit with Full Ransomware Limits. Includes \$100 Policy Fee
<b>Total Premium</b>	<b>\$ 27,308</b>	<b>\$ 31,894</b>	<b>16.80%</b>	<b>\$ 4,587</b>	<b>All Premiums Annualized</b>

### Notes:

Airport Owners and Operators Liability:

Option for a 3 Year Policy - \$7,451 Fixed Premium for 3 Years - premium is per year

### Cyber Liability

Option for \$100K Cyber Crime sublimit instead of current \$250K Cyber Crime - \$2,940

BCS Option \$3,702 with \$2,500 deductible but Ransomware/Cyber Extortion would be sublimited to \$50K

## West Michigan Airport Authority

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June 13<sup>th</sup>, 2022

## REPORT 6

To: West Michigan Airport Authority Board.  
From: Aaron Thelenwood, Airport Authority Director.  
Subject: **Extension of Project Administrator Role**

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At the May 9<sup>th</sup> Board Meeting, the Airport Authority discussed a process for reviewing future staffing needs. As this conversation continues, and the Staffing Taskforce works through the financials with the Airport's Treasurer, the need for additional staffing support remains. Project Coordinator Davio's current tenure is set to expire July 1. She is currently running a number of initiatives which extend beyond her current tenure. It would be the director's recommendation to extend her position through the end of August 2022 in its current form, to ensure that both these initiatives are completed without interruption and so the Staffing Taskforce has adequate time to complete its review.

As the FY23 Budget currently contains a proposal for a full time role, no additional budget amendment would be required, and the budget impact of this extension would be comparatively nominal.

### **Recommendation**

It is recommended that the Board authorize Extension of Amanda Davio's role as Project Administrator through the end of August 2022.



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June 13<sup>th</sup>, 2022

## REPORT 7

To: West Michigan Airport Authority Board.  
From: Aaron Thelenwood, Airport Authority Director.  
Subject: **Aviation Business Park Development Taskforce: Roster**

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### **Business Engagement: Kevin Phillips**

Commercial Banking Relationship Manager, PNC Bank

### **Economic Development: John Forsberg**



For 28 years, John Forsberg owned and operated i2Integration, a web application development company serving the automotive, healthcare, government and non-profit industries. In that time, John designed and implemented sales and marketing programs, developed proposals and scopes of work, managed project teams and developed strategic plans to guide the company in a rapidly changing technology field. John has also served on multiple non-profit boards, collaborating on various communications and member management task forces as well as assisting the Michigan Society of Association Executives in the development of their 5-year strategic plan to attract and maintain members. John is also a private pilot with a love of all things aviation.

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60 Geurink Boulevard, Holland, MI 49423  
P (616) 368-3023

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

### **Construction: Dave Ash (Lakewood Construction) & Jordan Gougeon (EV Construction)**



Dave has held a Michigan REALTOR license for 22 years and his Builders License for 35 years, giving him advanced knowledge in many different facets of the industry. Since 2005, Dave has held the position of Director of Business Development at Lakewood Construction, a Holland based commercial construction firm. Dave assists new and existing clients from a variety of industries from the very beginning of their project, starting with site acquisition and land development through construction start.

Dave currently serves on the board as Vice Chair for City on a Hill Ministries in Zeeland, which he has been a part of for 7 years.

### **Corporate/Commercial Aviation: Ebiri Nkugba**



Ebiri has served in multiple positions in the professional aviation sector. He was an airport operations manager for 10 years at FedEx express; and most recently four years as captain and assistant director of operations at Northern Jet Management.

Along the way he has worked as an airframe and powerplant mechanic, and owned and operated his own drone consultancy firm for four years.

Additionally, Ebiri brings a multitude of educational and service sector work to the table as he spent seven years in education.

Two years as a classroom instructor, five as a regional STEM education consultant at the Kent ISD making science and math more awesome for kids.

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**General Aviation: TBD**

**Community Engagement: TBD**

**Education: TBD**

**Local Economic/Business Development: Rebeka Devries & Brit Delo**

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Britt Delo, Vice President of Membership & Marketing. One of the West Coast Chamber's core values is, "It's All About You". As the VP of Membership & Marketing, Britt Delo utilizes this core value to its fullest extent. This involves recruiting and onboarding new members, engaging and connecting with existing members, and developing and maintaining partnerships. Britt was an Ambassador with the West Coast Chamber for several years prior to joining the team. Britt's background is in business development, customer service, and retail management. Britt was the captain of the Hope College Women's Swim Team and was a Scholar Athlete and Academic All American all four years. She brings that same energetic and competitive spirit to the West Coast Chamber and to the Holland/Zeeland community. She is eager to serve as one of the Local Business & Economic Development leads for the Taskforce because she is passionate about helping our local business community connect and grow.



Rebekah holds a Bachelor of Science in Nursing degree from Trinity Christian College and is a registered nurse. Her nursing experience was within critical care and hospice, before joining Lakeshore Advantage in 2018. Currently serving as a Project Manager in the Business Solutions Department, Rebekah's focus is on data management and research. She assists with expansion and attraction projects, primary and secondary data analysis and distribution, and acts as an extended team member to primary employers for labor, demographic, and economic research.

Rebekah also volunteers at a local school, iCademy Global, as school board president. Being on the board for 6 years Rebekah has participated in a record-breaking year for the school's enrollment, student achievement, and community engagement.

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June 13<sup>th</sup>, 2022

### REPORT 8.

**To:** West Michigan Airport Authority Board.  
**From:** Amanda Davio, Project Administrator.  
**Subject:** **Signage Request: FlightLevel Aviation**

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FlightLevel Aviation has requested authorization to construct a new fueling sign at the East Apron, near the Airport Business Center. The Sign would be free standing and would highlight the current fuel provider *Titan*. The intent of the sign is to serve as a visual cue to pilots regarding the location of the FBO and Terminal Building.

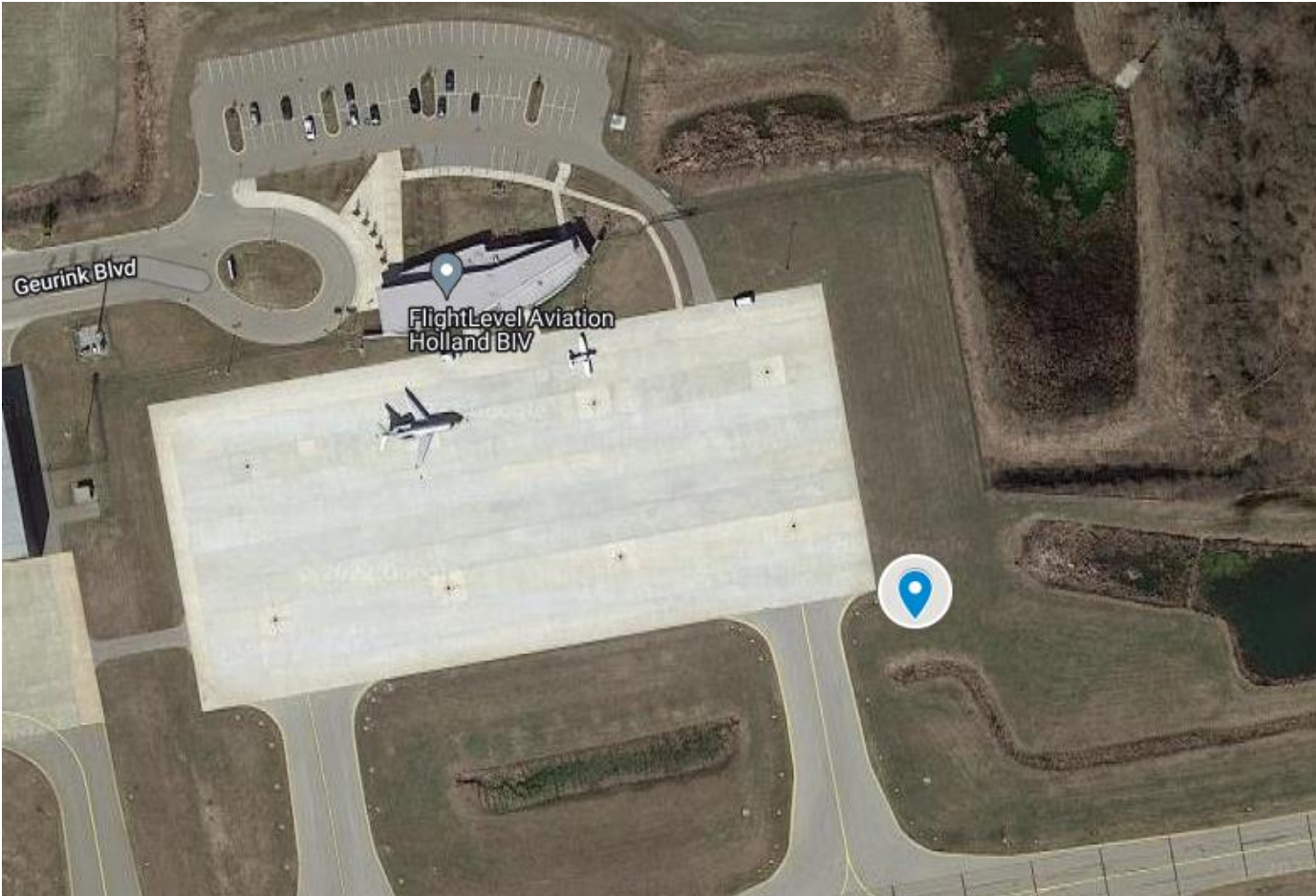
FlightLevel has identified an ongoing issue, with transient traffic specifically, where pilots tend to go to the FBO maintenance hangar over the Terminal building. This creates a problem as line crew, fueling services, and customer service are all located at the Business Center.

FlightLevel is proposing a "fuel sign" rather than a sign with the FBO's logo as fueling serves as a more universal indicator of terminal location and services rather than the name of an FBO that they may or may not be familiar with.

The Building & Development Committee reviewed the signage request and identified a preferred location of the sign. If the Airport Authority Board is amenable to the placement of the sign, next steps would include a review by FAA for determination of Hazard regarding height, lighting, and materials of the sign. If a determination of non-hazard is found, the proposal would come back to the Board for final approval at a later date.

### **Recommendation**

Provide recommendation to the Director on next steps regarding Signage Request as presented. No formal action requested at this time.



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June 13<sup>th</sup>, 2022

### REPORT 9.

**To:** West Michigan Airport Authority Board.  
**From:** Amanda Davio, Project Administrator.  
**Subject:** **T-Hangar Improvement Request Process**

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The onsite t-hangar units recently underwent inspections from the City of Holland electrical inspector and the Fire Marshall. Tenants were notified with violations and a reinspection date has been scheduled for June 17<sup>th</sup>. As a result of these inspections, several improvement related concerns were brought to our attention by tenants looking to make necessary updates to t-hangar units. The Airport does not currently have an improvement process in place to make updates to hangars while keeping them up to code. Staff have developed a Request for Improvements Application which is a simple and direct way for t-hangar tenants to address maintenance concerns and request approval for building improvements to better suit tenant needs while complying with relevant codes. This process and application will also be used to suit other onfield tenant requests.

Prior to the approval of any submitted requests:

1. The tenant should submit a completed Requests for Improvements Application including all necessary documentation
2. After the request has been received it will be brought in for review by the Building & Development committee. If the committee approves and if the request is deemed to be minor the Airport Director will be authorized to sign off on the request.
3. In cases of more substantial improvements (ex: fuel farm approvals, or other major improvements) the request would then be brought to the Board for review and final approval

This process is designed to increase efficiency in responding to tenant needs and better track improvements on-field. This form and process were reviewed and approved by the Airport Building & Development Committee.

### **Recommendation**

It is recommended that the Airport Authority Board approve both the Request for Improvements Application form and the aforementioned improvement authorization process, as presented.

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### MAINTENANCE/REPAIR AUTHORIZATION REQUEST FORM

**Complete the Maintenance/Repair Request Form and return it to the Airport Authority Director BEFORE work is scheduled. Be sure and fill in your contact information so we can keep in contact with you regarding your request. Your signature indicates you have reviewed the Airport's Building Standards, and that you fully understand the terms and conditions attached.**

Person Submitting request (must be listed on active lease)		Address/Unit Number	
Email		Phone Number	
Nature of Request: Plumbing   Electrical   Signage   Landscaping   Exterior Building (Structural) Maintenance   Pavement   Other			
Describe FULLY the proposed maintenance need/repair (include additional pages and drawings as needed):			
Yes	No	Is this repair request URGENT?	
Yes	No	Has a certified contractor been secured for the work?	
Yes	No	Has a permit for the work been requested from the City of Holland (a copy will need to be provided to the Airport Authority)	
Signature of Applicant		Date	

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**Please read the following completely before submitting the above Maintenance/Repair Authorization Request Form.**

1. Request Authorizations must be approved, IN ADVANCE by the Airport Authority before work can begin.
2. All work on Airport property must be completed by a certified contractor.
3. All work must be completed in accordance with the Airport Authority's Building Standards.
4. All work must be completed in accordance with prevailing FAA, MDOT-AERO, and local rules and regulations.
5. Copies of any permits issued by the City of Holland or any other relevant governing agency must be submitted to the Airport Authority before work may begin.
6. Contractors must submit an appropriate certificate of insurance for the scope of work to be completed as well as name and contact information for the point of contact responsible for the work.
7. Request Authorizations may be subject to approval by the Director, Airport Building & Development Committee, or Airport Authority Board.
8. All work must be completed with materials approved under prevailing FAA, MDOT-AERO, and local standards, when applicable.
9. Upon completion of the work, the party seeking approval of the request (Party) shall present a copy of the contractor invoice to the Authority with evidence of payment to the contractor. The Party shall save indemnify and hold harmless the Authority and the City of Holland from any claim, action, or liability, including attorney fees and costs incurred by the Authority, which may be asserted by the contractor. Any defect in the performance of the work shall be reported and remedied to the satisfaction of the Authority.
10. Party requesting the work, or their designated contractor, must submit all relevant notices and reports with FAA or MDOT-AERO when applicable.

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June 13<sup>th</sup>, 2022

### REPORT 10.

**To:** West Michigan Airport Authority Board.  
**From:** Amanda Davio, Project Administrator.  
**Subject:** **Hangar Electrical Request**

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The following maintenance request application was submitted by tenant David Field for an electrical associated concern. Following the recent inspection this request was submitted to install three conduit receptacles along the hangar ceiling. The cwork would be completed by Haveman electric.

This request has been reviewed by the Building & Development committee.

### **Recommendation**

The recommendation is to approve the electrical improvements as outlined in the attached application as long as a copy of the permit certified by Haveman Electric is received by the Airport Authority.

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# West Michigan Airport Authority

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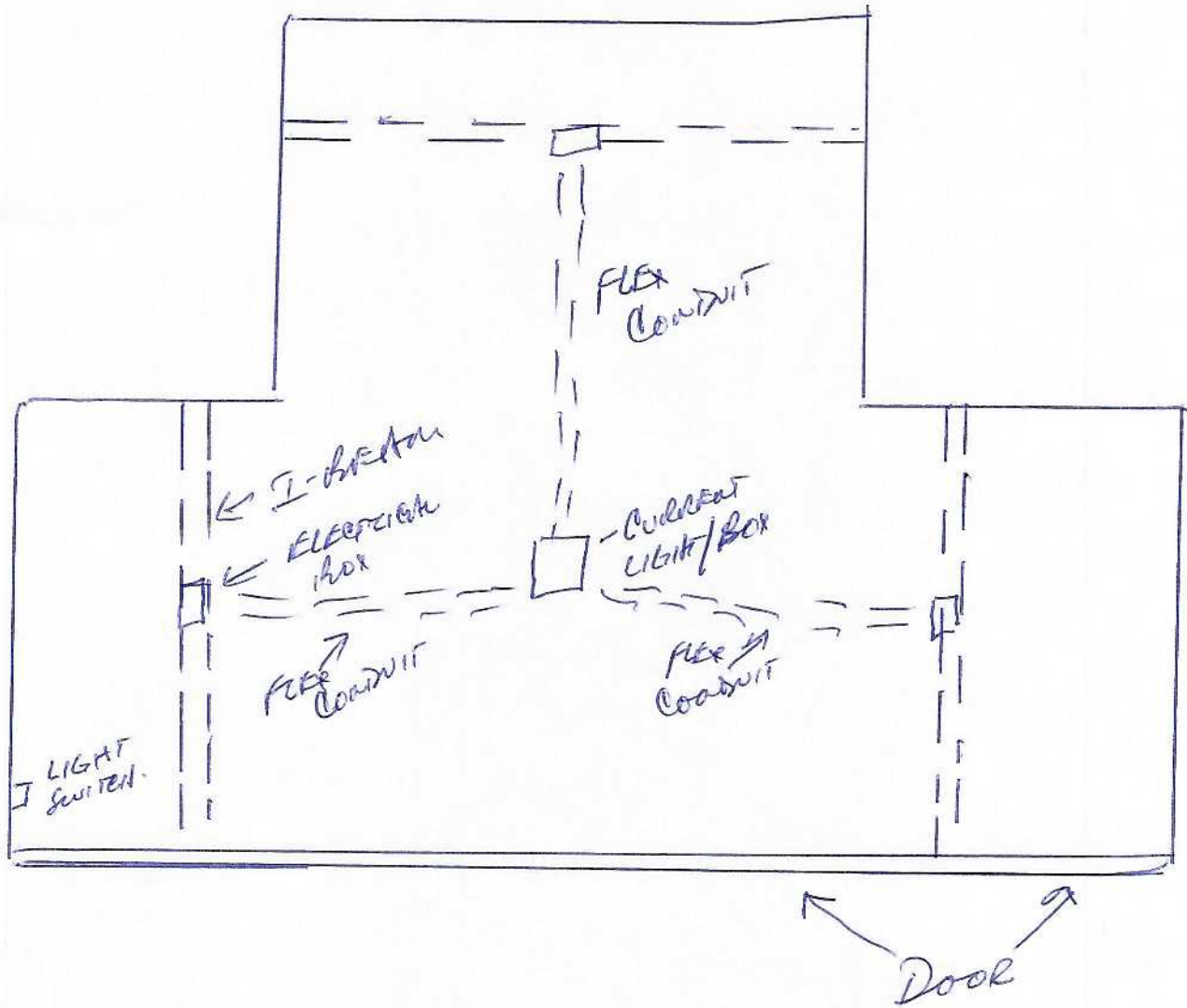
## MAINTENANCE/REPAIR AUTHORIZATION REQUEST FORM

Complete the Maintenance/Repair Request Form and return it to the Airport Authority Director **BEFORE** work is scheduled. Be sure and fill in your contact information so we can keep in contact with you regarding your request. Your signature indicates you have reviewed the Airport's Building Standards, and that you fully understand the terms and conditions attached.

Person Submitting request (must be listed on active lease) <b>DAVID FIELD</b>		Address/Unit Number <b>C-8</b>
Email <b>dfield759@gmail.com</b>		Phone Number <b>616-403-4372</b>
Nature of Request: <input type="checkbox"/> Plumbing <input checked="" type="checkbox"/> Electrical <input type="checkbox"/> Signage <input type="checkbox"/> Landscaping <input type="checkbox"/> Exterior Building (Structural) Maintenance <input type="checkbox"/> Pavement <input type="checkbox"/> Other		
Describe FULLY the proposed maintenance need/repair (include additional pages and drawings as needed):  <b>INSTALL 3 RECEPTACLES ON UPPER I-BEAMS TO PLUG IN 3 LED LIGHTS 38W EACH. INSTALL DATE 6/10. NEXT INSPECTION 6/17.</b>		
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Is this repair request URGENT? <b>RESPONSE TO INSPECTION</b>
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Has a certified contractor been secured for the work? <b>HAVENHAW ELECTRIC</b>
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Has a permit for the work been requested from the City of Holland (a copy will need to be provided to the Airport Authority)
Signature of Applicant <b>David Field</b>		Date <b>6/3/2022</b>

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HAUGER C-8



## West Michigan Airport Authority

60 Geurink Boulevard, Holland, MI 49423  
P (616) 510-2332

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



June 10, 2022

### REPORT # 11

To: West Michigan Airport Authority Board.  
From: Tyler VandenBrand, Director of Michigan Operations, FlightLevel Aviation  
Subject: **Maintenance & Operations Progress Report.**

Esteemed Board,

Following the vote and decision from the WMAA to extend the Progress Improvement Plan for FlightLevel BIV, the proceeding report is compiled of information from mid-April 2022 to present.

As mentioned in our last report, fuel prices have fluctuated greatly over the last few months. There are some positives, however, as we have managed to lower our JetA retail rates by \$0.19/Gal since May 3<sup>rd</sup> and have held a price for 3 consecutive weeks. We managed to hold our 100LL prices for 4 straight weeks before an increase last week.

I would expect to see fuel prices continue to rise for an indefinite period.

Victor Grahn has hired an additional mechanic; Mike Fett. He brings in years of experience and is a West Michigan native. He is knowledgeable and a great addition to the team.

Finally, I want to reassure the board that we are doing all we can to mitigate the price increases we are seeing. These are, quite literally, unprecedented times regarding both inflation and oil prices. We are committed to representing the airport in a positive manner, and we will continue to be fair and as flexible as possible with our pricing moving forward.

Blue Skies and Tailwinds,

Tyler VandenBrand  
Director of Michigan Operations  
FlightLevel Aviation

# West Michigan Airport Authority

**Meeting Date:** June 13, 2022

**Agenda Item:**

**Subject:** Financial Report for the Eleven Months Ended May 31, 2022

**Prepared By:** Sarah Kuiper, City Finance

**Recommendation:** Accept Financial Reports as information

The West Michigan Airport Authority FY 2022 amended budget of operations includes revenues of \$661,757 and \$705,832 of expenses. The budget of Capital Projects includes revenues of \$185,355 and expenses of \$255,110. Attached are Budget Performance Reports for the eleven months ended May 31, 2022 (91.67% of year). The reports reflect the activities of the Airport, Business Center and Capital. Also included are Trial Balance Listing and Fund Equity Reports through May 31, 2022.

## Revenues

Operating revenues for the first eleven months totaled \$629,603, or 95% of budget, and exceed expectations due to an increased State reimbursement of Personal Property Tax Loss, and an increase in land lease rates to reflect current market rates. FY 2022 budgeted operating revenues include an additional \$57,000 from the CRRSAA Grant to cover operating expenses incurred during the pandemic. This funding reimbursement was received in full during the first week of June 2022.

Capital revenues for the first eleven months do not reflect activity as funding information will be obtained from MDOT at fiscal yearend and the related transactions will be recorded then.

## Expenses

Operating expenses for the eleven months ended May 31, 2022 totaled \$553,534, or 79% of budget, and are in line with expectations. The budget is allocated between two primary departments: Airport Operations and Business Center. Advertising/Promotional costs have exceeded the budgeted amount due to new marketing initiatives, offset by lower than expected amounts for items in the maintenance accounts. Some of the engineering expenses will be allocated to capital projects at year end, pending information from MDOT.

Capital expenses for the first eleven months do not reflect activity as funding information will be obtained from MDOT at fiscal yearend and the related transactions will be recorded then.

## Trial Balance/Fund Equity

The West Michigan Airport Authority began FY 2022 with a fund balance of \$1,174,469.

Assets totaled \$1,284,767 at May 31<sup>st</sup>, comprised mostly of receivables. The current cash balance is \$1,242,699.

Liabilities totaled \$34,230 at May 31<sup>st</sup> and primarily represents accounts payable and unearned revenue from prepayment of hangar land leases. The fund balance at May 31 is \$1,250,537.

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	629,602.94	-	-	-	\$ 629,602.94
Year to date Expenses	553,534.39	-	-	-	\$ 553,534.39

Estimated Fund Balance as of 05/31/2022					<u>\$ 1,250,537.35</u>
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	Budget	YTD	
Remaining Operating Revenues	661,757.00	629,602.94	\$ 32,154.06

	Budget	YTD	Encumbrances	
Remaining Operating Expenses (excluding contingences)	553,475.00	553,534.39	891.25	<u>\$ (950.64)</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 05/31/2022		<u>\$ 1,131,285.05</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>\$ 1,121,585.05</u>
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# Budget Performance Report

Fiscal Year to Date 05/31/22

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>REVENUE</b>										
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	6,869.55	.00	20,138.29	(10,138.29)	201	21,516.15
450582.C	Contributions from Other Govts From City of Holland	110,000.00	.00	110,000.00	12.21	.00	115,369.78	(5,369.78)	105	111,559.60
450582.P	Contributions from Other Govts From Park Township	109,000.00	.00	109,000.00	22.29	.00	100,190.88	8,809.12	92	115,640.92
450582.Z	Contributions from Other Govts From City of Zeeland	60,000.00	.00	60,000.00	.00	.00	78,316.67	(18,316.67)	131	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	2,075.80	.00	20,758.00	2,742.00	88	23,470.32
460654.5	Franchise Fees Fuel Flowage Fee	70,000.00	.00	70,000.00	4,827.24	.00	68,986.17	1,013.83	99	62,505.63
460654.7	Franchise Fees Landing Fees	24,000.00	.00	24,000.00	2,181.53	.00	23,077.27	922.73	96	24,280.07
480665.0	Investment Income General	12,000.00	.00	12,000.00	.00	.00	5,942.36	6,057.64	50	9,433.30
480669.A	Rental Airport Business Center	8,400.00	.00	8,400.00	729.18	.00	7,291.80	1,108.20	87	8,244.48
480669.24	Rental Hangar Land Lease	107,357.00	.00	107,357.00	2,346.66	.00	113,760.76	(6,403.76)	106	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	13.33	.00	57,653.33	346.67	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
490692.0	Miscellaneous General	.00	.00	.00	.00	.00	212.54	(212.54)	+++	.00
Department <b>000 - General Revenues Totals</b>		<b>\$604,757.00</b>	<b>\$57,000.00</b>	<b>\$661,757.00</b>	<b>\$19,077.79</b>	<b>\$0.00</b>	<b>\$629,602.94</b>	<b>\$32,154.06</b>	<b>95%</b>	<b>\$786,966.96</b>
<b>REVENUE TOTALS</b>		<b>\$604,757.00</b>	<b>\$57,000.00</b>	<b>\$661,757.00</b>	<b>\$19,077.79</b>	<b>\$0.00</b>	<b>\$629,602.94</b>	<b>\$32,154.06</b>	<b>95%</b>	<b>\$786,966.96</b>
<b>EXPENSE</b>										
Department <b>540 - Airport Operations</b>										
710701.0	Payroll-Regular General	71,780.00	.00	71,780.00	6,989.00	.00	64,860.41	6,919.59	90	48,477.54
710707.0	Payroll-Temporary Help General	12,300.00	6,650.00	18,950.00	1,507.50	.00	16,897.50	2,052.50	89	26,381.97
711702.0	Payroll-Vacation/PTO General	6,400.00	.00	6,400.00	.00	.00	7,884.46	(1,484.46)	123	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	250.00	.00	2,750.00	250.00	92	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	559.12	.00	5,723.59	576.41	91	3,718.22
711720	Insurance-Income Protection	.00	.00	.00	(18.50)	.00	798.45	(798.45)	+++	458.58
712715	Employer FICA/Medicare Contribution	7,200.00	550.00	7,750.00	669.11	.00	7,205.72	544.28	93	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	2,916.48	(1,416.48)	194	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





# Budget Performance Report

Fiscal Year to Date 05/31/22

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>540 - Airport Operations</b>										
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	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	22,085.79	(2,085.79)	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	7,991.22	891.25	48,535.47	(13,632.72)	138	40,527.50
722804.0	Contractual-Legal General	20,000.00	.00	20,000.00	4,528.50	.00	14,912.00	5,088.00	75	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	985.50	.00	31,971.10	18,028.90	64	.00
722807.5	Contractual-Architect/Engineer Engineering	15,000.00	.00	15,000.00	10,440.16	.00	39,444.07	(24,444.07)	263	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	182.00	.00	26,858.38	3,141.62	90	49,001.33
722808.MTCE	Contr-Bldgs&Grnds Maintenance-General Repairs	23,000.00	.00	23,000.00	5,748.34	.00	23,225.18	(225.18)	101	32,170.86
722808.SNOW	Contr-Bldgs&Grnds Snowplowing	50,000.00	.00	50,000.00	90.75	.00	56,113.13	(6,113.13)	112	40,457.20
722809.61	Contractual-Misc Management Services	28,000.00	.00	28,000.00	2,266.67	.00	25,468.70	2,531.30	91	26,476.35
722809.62	Contractual-Misc Airport Manager-Tulip City Air	2,000.00	.00	2,000.00	133.50	.00	1,390.49	609.51	70	2,266.75
723850.0	Communications Telephone	.00	.00	.00	36.79	.00	405.18	(405.18)	+++	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	26.00	.00	1,859.16	(859.16)	186	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	43.51	.00	483.00	217.00	69	571.81
723920.LAND	Public Utilities Landing Lights & System	4,500.00	.00	4,500.00	287.19	.00	3,047.24	1,452.76	68	4,079.64
723920.PLOT	Public Utilities Parking Lot Lights	1,700.00	.00	1,700.00	52.06	.00	1,236.17	463.83	73	923.51
723920.RUNW	Public Utilities Runway Lights	6,700.00	.00	6,700.00	481.86	.00	4,851.21	1,848.79	72	6,989.02
723920.THAN	Public Utilities T-Hangars	5,000.00	.00	5,000.00	495.64	.00	6,306.65	(1,306.65)	126	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	731.83	.00	3,541.47	(1,541.47)	177	2,276.75
723961.0	Dues & Subscriptions General	600.00	.00	600.00	.00	.00	1,647.98	(1,047.98)	275	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
Department <b>540 - Airport Operations Totals</b>		\$530,057.00	\$98,294.00	\$628,351.00	\$44,477.75	\$891.25	\$507,752.54	\$119,707.21	81%	\$390,518.78
Department <b>541 - Business Center</b>										
721931.GRND	Bldg & Grnds Maint Grounds Maintenance	5,000.00	.00	5,000.00	497.00	.00	5,146.22	(146.22)	103	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	871.90	.00	10,300.45	(2,300.45)	129	10,739.10



# Budget Performance Report

Fiscal Year to Date 05/31/22

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>										
723850.0	Communications Telephone	2,600.00	.00	2,600.00	312.50	.00	2,952.50	(352.50)	114	2,160.00
723850.WIFI	Communications WIFI Internet Connection	4,100.00	.00	4,100.00	240.00	.00	3,677.50	422.50	90	3,125.00
723920.BPW	Public Utilities BPW	20,000.00	.00	20,000.00	1,222.90	.00	15,243.84	4,756.16	76	17,871.51
723920.GAS	Public Utilities Natural Gas	5,000.00	.00	5,000.00	524.01	.00	6,118.64	(1,118.64)	122	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	\$3,668.31	\$0.00	\$45,781.85	\$31,699.15	59%	\$51,369.96
EXPENSE TOTALS		\$604,757.00	\$101,075.00	\$705,832.00	\$48,146.06	\$891.25	\$553,534.39	\$151,406.36	79%	\$441,888.74
Fund <b>Z01 - WMAA (Airport) General Fund Totals</b>										
REVENUE TOTALS		604,757.00	57,000.00	661,757.00	19,077.79	.00	629,602.94	32,154.06	95%	786,966.96
EXPENSE TOTALS		604,757.00	101,075.00	705,832.00	48,146.06	891.25	553,534.39	151,406.36	79%	441,888.74
Fund <b>Z01 - WMAA (Airport) General Fund Totals</b>		\$0.00	(\$44,075.00)	(\$44,075.00)	(\$29,068.27)	(\$891.25)	\$76,068.55	(\$119,252.30)		\$345,078.22
Grand Totals										
REVENUE TOTALS		604,757.00	57,000.00	661,757.00	19,077.79	.00	629,602.94	32,154.06	95%	786,966.96
EXPENSE TOTALS		604,757.00	101,075.00	705,832.00	48,146.06	891.25	553,534.39	151,406.36	79%	441,888.74
Grand Totals		\$0.00	(\$44,075.00)	(\$44,075.00)	(\$29,068.27)	(\$891.25)	\$76,068.55	(\$119,252.30)		\$345,078.22



# Budget Performance Report

Fiscal Year to Date 05/31/22

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>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>		\$185,355.00	\$0.00	\$185,355.00	\$0.00	\$0.00	\$0.00	\$185,355.00	0%	\$3,913,878.22
REVENUE TOTALS		\$185,355.00	\$0.00	\$185,355.00	\$0.00	\$0.00	\$0.00	\$185,355.00	0%	\$3,913,878.22
EXPENSE										
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>		\$255,110.00	\$0.00	\$255,110.00	\$0.00	\$0.00	\$0.00	\$255,110.00	0%	\$4,088,338.90
Department <b>999 - Airport Capital Projects Totals</b>		\$255,110.00	\$0.00	\$255,110.00	\$0.00	\$0.00	\$0.00	\$255,110.00	0%	\$4,088,338.90
EXPENSE TOTALS		\$255,110.00	\$0.00	\$255,110.00	\$0.00	\$0.00	\$0.00	\$255,110.00	0%	\$4,088,338.90
Fund <b>Z01 - WMAA (Airport) General Fund Totals</b>										
REVENUE TOTALS		185,355.00	.00	185,355.00	.00	.00	.00	185,355.00	0%	3,913,878.22
EXPENSE TOTALS		255,110.00	.00	255,110.00	.00	.00	.00	255,110.00	0%	4,088,338.90
Fund <b>Z01 - WMAA (Airport) General Fund Totals</b>		(\$69,755.00)	\$0.00	(\$69,755.00)	\$0.00	\$0.00	\$0.00	(\$69,755.00)		(\$174,460.68)
Grand Totals										
REVENUE TOTALS		185,355.00	.00	185,355.00	.00	.00	.00	185,355.00	0%	3,913,878.22
EXPENSE TOTALS		255,110.00	.00	255,110.00	.00	.00	.00	255,110.00	0%	4,088,338.90
Grand Totals		(\$69,755.00)	\$0.00	(\$69,755.00)	\$0.00	\$0.00	\$0.00	(\$69,755.00)		(\$174,460.68)



# Fund Equity Changes Report

Through 05/31/22

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>\$629,602.94</b>	<b>\$553,534.39</b>	<b>\$1,250,537.35</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>\$629,602.94</b>	<b>\$553,534.39</b>	<b>\$1,250,537.35</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>\$629,602.94</b>	<b>\$553,534.39</b>	<b>\$1,250,537.35</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>\$629,602.94</b>	<b>\$553,534.39</b>	<b>\$1,250,537.35</b>



# Trial Balance Listing

Through 05/31/22  
Detail Balance Sheet Listing  
Exclude Rollup Account

Account	Account Description	Balance Forward	YTD Debits	YTD Credits	Ending Balance	Prior Year YTD Balance
Fund	<b>Z01 - WMAA (Airport) General Fund</b>					
	<i>CURRENT ASSETS</i>					
110001.675	Cash Due from Cash/Inv Pool	1,142,755.58	667,208.18	567,264.55	1,242,699.21	1,127,308.55
113040.0	Accounts Receivable General	26,419.01	301,974.08	302,566.47	25,826.62	43,975.61
114026.2014	Taxes Receivable 2014	.00	.00	.00	.00	(1.34)
114026.2015	Taxes Receivable 2015	.37	.00	.22	.15	16.22
114026.2016	Taxes Receivable 2016	15.49	.00	.47	15.02	17.43
114026.2017	Taxes Receivable 2017	30.41	.00	.16	30.25	32.45
114026.2018	Taxes Receivable 2018	21.95	.00	.87	21.08	26.13
114026.2019	Taxes Receivable 2019	36.95	.00	3.31	33.64	49.34
114026.2020	Taxes Receivable 2020	61.96	.00	12.37	49.59	.00
114031	Allowance for Uncollectible Taxes	(116.40)	.00	.00	(116.40)	(134.10)
118123	Prepaid Items	469.83	.00	469.83	.00	.00
118123.I	Prepaid Items Insurance	376.00	376.00	752.00	.00	.00
119073.2	Due from Local Govt Units Due from Park Township	17.74	100,190.88	100,208.62	.00	.00
119073.3	Due from Local Govt Units Due from Zeeland City	.00	78,585.25	78,585.25	.00	.00
119078.1	Due from State of Michigan Due from State-Aeronautics	16,208.58	.00	.00	16,208.58	1,201.51
119079.0	Due from Federal Govt General	48,918.01	.00	48,918.01	.00	.00
	<i>CURRENT ASSETS Totals</i>	\$1,235,215.48	\$1,148,334.39	\$1,098,782.13	\$1,284,767.74	\$1,172,491.80
	<i>CURRENT LIABILITIES</i>					
210202.0	Accounts Payable General	(26,941.18)	427,778.44	417,737.65	(16,900.39)	(23,502.01)
211202	Contracts Payable	(1,130.00)	1,130.00	.00	.00	.00
212257.0	Accrued Wages Payable General	(2,400.00)	2,400.00	.00	.00	.00
212262.1	Accrued Fringes Payable FICA-Social Security/Medicare	(183.60)	183.60	.00	.00	.00
212262.4	Accrued Fringes Payable Pension	(192.00)	192.00	.00	.00	.00
216278.L	Deposits Lease	.00	.00	.00	.00	(200.00)
21B339.0	Unearned Revenue General	(29,899.90)	12,569.90	.00	(17,330.00)	(26,595.00)
	<i>CURRENT LIABILITIES Totals</i>	(\$60,746.68)	\$444,253.94	\$417,737.65	(\$34,230.39)	(\$50,297.01)
	<i>FUND BALANCE</i>					
341390.ABC	Fund Balance - Assigned (By Action) Business Center Maintenance	(75,000.00)	.00	25,000.00	(100,000.00)	(75,000.00)
342390	Fund Balance-Unassigned	(1,099,468.80)	25,000.00	.00	(1,074,468.80)	(928,851.26)
	<i>FUND BALANCE Totals</i>	(\$1,174,468.80)	\$25,000.00	\$25,000.00	(\$1,174,468.80)	(\$1,003,851.26)
	Fund Revenues	.00	6,607.10	636,210.04	(629,602.94)	(699,224.99)
	Fund Expenses	.00	556,176.38	2,641.99	553,534.39	580,881.46
Fund	<b>Z01 - WMAA (Airport) General Fund Totals</b>	\$0.00	\$2,180,371.81	\$2,180,371.81	\$0.00	\$0.00
	Grand Totals	\$0.00	\$2,180,371.81	\$2,180,371.81	\$0.00	\$0.00

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

Batch Department / Invoice Department		Bank Account		Check Date		Starting Check Number
AIR Airport		PAYABLES ACCOUNT		05/19/2022		69153
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
AIR Airport						
	3338 - BOILEAU COMMUNICATIONS MANAGEMENT LLC	25103	AIRPORT - COMMUNICATIONS SUPPORT	05/03/2022	05/19/2022	3,000.00
	3338 - BOILEAU COMMUNICATIONS MANAGEMENT LLC	25103 LINKEDIN	AIRPORT - LINKEDIN ADS	05/03/2022	05/19/2022	244.23
	101 - CUNNINGHAM DALMAN P.C.	308008	AIRPORT - LEGAL	05/10/2022	05/19/2022	3,802.50
	101 - CUNNINGHAM DALMAN P.C.	308105	AIRPORT - LEGAL	05/13/2022	05/19/2022	726.00
	316 - MEAD & HUNT INC - ACH	331460	AIRPORT - APRIL SERVICES	05/10/2022	05/19/2022	10,440.16
	3558 - THELENWOOD AARON	2022-00002969	AIRPORT - REIMBURSEMENT FOR LUNCH FOR BOARD MEETING AND PARKING	05/19/2022	05/19/2022	193.86
Total Selected Invoices: 6						\$18,406.75

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 05/19/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>					
Check	05/19/2022	69153 Accounts Payable	BOILEAU COMMUNICATIONS MANAGEMENT LLC		3,244.23
	Invoice	Date	Description		Amount
	25103	05/03/2022	AIRPORT - COMMUNICATIONS SUPPORT		3,000.00
	25103 LINKEDIN	05/03/2022	AIRPORT - LINKEDIN ADS		244.23
Check	05/19/2022	69154 Accounts Payable	CUNNINGHAM DALMAN P.C.		4,528.50
	Invoice	Date	Description		Amount
	308105	05/13/2022	AIRPORT - LEGAL		726.00
	308008	05/10/2022	AIRPORT - LEGAL		3,802.50
Check	05/19/2022	69155 Accounts Payable	THELENWOOD , AARON		193.86
	Invoice	Date	Description		Amount
	2022-00002969	05/19/2022	AIRPORT - REIMBURSEMENT FOR LUNCH FOR BOARD MEETING AND PARKING		193.86
EFT	05/19/2022	8395 Accounts Payable	MEAD & HUNT INC - ACH	075000019 / 547284589	10,440.16
	Invoice	Date	Description		Amount
	331460	05/10/2022	AIRPORT - APRIL SERVICES		10,440.16
CITY AP PAYABLES ACCOUNT Totals:			Transactions: 4		\$18,406.75
Checks:	3		\$7,966.59		
EFTs:	1		\$10,440.16		

City of Holland

## Accounts Payable Payment Post Listing

HNB

Batch Department / Invoice Department		Bank Account		Check Date		Starting Check Number
AIR Airport		PAYABLES ACCT-HUNTINGTON		05/26/2022		75228
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
	130 - SEMCO ENERGY GAS COMPANY - ACH	2022-00003003	AIRPORT - MAY READ DATE	05/26/2022	05/26/2022	524.01
Total Selected Invoices: 1						\$524.01



City of Holland  
**Payment Batch Register**  
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON  
Batch Date: 05/26/2022

*HLB*

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account:</b> CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
EFT	05/26/2022	9043 Accounts Payable	SEMCO ENERGY GAS COMPANY - ACH	072499952 / 7661394601	524.01
	Invoice	Date	Description		Amount
	2022-00003003	05/26/2022	AIRPORT - MAY READ DATE		524.01
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:			Transactions: 1		<u>\$524.01</u>
EFTs:	1		\$524.01		

City of Holland

# Accounts Payable Payment Post Listing

5/3

Batch Department / Invoice Department		Bank Account	Check Date		Starting Check Number	
AIR Airport		PAYABLES ACCOUNT	05/26/2022		69219	
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
AIR Airport	234 - FIFTH THIRD BANK - CREDIT CARD - ACH	2022-00003004	AIRPORT - APRIL CC	04/30/2022	05/26/2022	55.22
Total Selected Invoices: 1						\$55.22

City of Holland  
**Payment Batch Register**  
Bank Account: CITY AP - PAYABLES ACCOUNT  
Batch Date: 05/26/2022

5/3

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>					
EFT	05/26/2022	8404 Accounts Payable	FIFTH THIRD BANK - CREDIT CARD - ACH	072499952 / 7661394601	55.22
					Amount
Invoice		Date	Description		
2022-00003004		04/30/2022	AIRPORT - APRIL CC		
CITY AP PAYABLES ACCOUNT Totals:					55.22
Transactions: 1					\$55.22
EFTs:	1	\$55.22			

City of Holland

## Accounts Payable Payment Post Listing

Batch Department / Invoice Department		Bank Account		Check Date		Starting Check Number
* AIR Airport		PAYABLES ACCOUNT		06/02/2022		69284
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
AIR Airport						
	4804 - ARR AVIATION BIV	2022-00003071	AIRPORT - PHONE AND INTERNET	05/31/2022	05/31/2022	552.50
	4804 - ARR AVIATION BIV	2022-00003072	AIRPORT - APRIL 2022 SERVICES	05/31/2022	05/31/2022	1,334.38
	146 - HOLLAND BOARD OF PUBLIC WORKS	2022-00003073	AIRPORT UTILITIES	05/31/2022	05/31/2022	2,583.16
	316 - MEAD & HUNT INC - ACH	332077	AIRPORT - APRIL SERVICES	05/17/2022	05/31/2022	985.50
	627 - PERMA GREEN	112532	AIRPORT - APRIL FERTILIZER APPLICATION	05/16/2022	05/31/2022	142.00
	190 - QUALITY AIR HEATING & COOLING INC	91039028	AIRPORT - SERVICES	05/27/2022	05/31/2022	355.00
	200 - SUPERIOR SPORT STORE	40120	AIRPORT - CRYSTAL AWARD	05/04/2022	05/31/2022	70.00
Total Selected Invoices: 7						\$6,022.54

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - PAYABLES ACCOUNT  
 Batch Date: 06/02/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - PAYABLES ACCOUNT</b>					
Check	06/02/2022	69284 Accounts Payable	ARR AVIATION BIV		1,886.88
	Invoice	Date	Description		Amount
		2022-00003071	05/31/2022	AIRPORT - PHONE AND INTERNET	552.50
		2022-00003072	05/31/2022	AIRPORT - APRIL 2022 SERVICES	1,334.38
Check	06/02/2022	69285 Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		2,583.16
	Invoice	Date	Description		Amount
		2022-00003073	05/31/2022	AIRPORT UTILITIES	2,583.16
Check	06/02/2022	69286 Accounts Payable	PERMA GREEN		142.00
	Invoice	Date	Description		Amount
		112532	05/16/2022	AIRPORT - APRIL FERTILIZER APPLICATION	142.00
Check	06/02/2022	69287 Accounts Payable	QUALITY AIR HEATING & COOLING INC		355.00
	Invoice	Date	Description		Amount
		91039028	05/27/2022	AIRPORT - SERVICES	355.00
Check	06/02/2022	69288 Accounts Payable	SUPERIOR SPORT STORE		70.00
	Invoice	Date	Description		Amount
		40120	05/04/2022	AIRPORT - CRYSTAL AWARD	70.00
EFT	06/02/2022	8440 Accounts Payable	MEAD & HUNT INC - ACH	075000019 / 547284589	985.50
	Invoice	Date	Description		Amount
		332077	05/17/2022	AIRPORT - APRIL SERVICES	985.50
CITY AP PAYABLES ACCOUNT Totals:					Transactions: 6
					<b>\$6,022.54</b>
Checks:	5		\$5,037.04		
EFTs:	1		\$985.50		

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

Batch Department / Invoice Department		Bank Account		Check Date		Starting Check Number
AIR Airport		PAYABLES ACCT-HUNTINGTON		06/09/2022		75229
Selected Invoices	Vendor	Invoice Number	Invoice Description	Invoice Date	Due Date	Invoice Net Amount
AIR Airport						
	3338 - BOILEAU COMMUNICATIONS MANAGEMENT LLC	25134	AIRPORT - COMMUNICATIONS SUPPORT	05/31/2022	05/31/2022	3,000.00
	3338 - BOILEAU COMMUNICATIONS MANAGEMENT LLC	28134 2ND	AIRPORT - OUT OF POCKET EXPENSES	05/31/2022	05/31/2022	1,584.23
	304 - FENCE CONSULTANTS OF WEST MICHIGAN INC	53507	AIRPORT - CONTROL FENCE FOR WILDLIFE	05/31/2022	05/31/2022	4,820.21
	4943 - STOUGH WILLIAM A	66	AIRPORT - PROFESSIONAL SERVICES TO WMAA DEVELOPMENT TEAM	05/31/2022	05/31/2022	438.75
	4623 - THE HOLLAND SENTINEL - ADS	0004625013	AIRPORT AD	05/31/2022	05/31/2022	162.76
	4837 - VHM ENTERPRISES INC.	17556	AIRPORT CLEANING SERVICES	05/31/2022	05/31/2022	594.50
	206 - WEST MICHIGAN UNIFORM	349876	AIRPORT RUGS	05/31/2022	05/31/2022	277.40
Total Selected Invoices: 7						\$10,877.85

City of Holland  
**Payment Batch Register**  
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON  
 Batch Date: 06/09/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON</b>					
Check	06/09/2022	75229 Accounts Payable	BOILEAU COMMUNICATIONS MANAGEMENT LLC		4,584.23
	Invoice	Date	Description		Amount
	25134	05/31/2022	AIRPORT - COMMUNICATIONS SUPPORT		3,000.00
	28134 2ND	05/31/2022	AIRPORT - OUT OF POCKET EXPENSES		1,584.23
Check	06/09/2022	75230 Accounts Payable	FENCE CONSULTANTS OF WEST MICHIGAN INC		4,820.21
	Invoice	Date	Description		Amount
	53507	05/31/2022	AIRPORT - CONTROL FENCE FOR WILDLIFE		4,820.21
Check	06/09/2022	75231 Accounts Payable	STOUGH , WILLIAM A		438.75
	Invoice	Date	Description		Amount
	66	05/31/2022	AIRPORT - PROFESSIONAL SERVICES TO WMAA DEVELOPMENT TEAM		438.75
Check	06/09/2022	75232 Accounts Payable	THE HOLLAND SENTINEL - ADS		162.76
	Invoice	Date	Description		Amount
	0004625013	05/31/2022	AIRPORT AD		162.76
Check	06/09/2022	75233 Accounts Payable	VHM ENTERPRISES INC.		594.50
	Invoice	Date	Description		Amount
	17556	05/31/2022	AIRPORT CLEANING SERVICES		594.50
Check	06/09/2022	75234 Accounts Payable	WEST MICHIGAN UNIFORM		277.40
	Invoice	Date	Description		Amount
	349876	05/31/2022	AIRPORT RUGS		277.40
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:			Transactions: 6		\$10,877.85
Checks:		6	\$10,877.85		