

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

September 26th, 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 Barene

Park Township

Russ Sylte
Skip Keeter
Ken Brandsen

Ex-officio

Jim Storey
VACANT

1. Public Comment.
2. Welcome Ken Brandsen to the Board (No Action).
3. Consideration of August 8th, 2022, Meeting Minutes (Action Requested).
4. Closed Door Session to Discuss a Legal Opinion from the Attorney (Action Requested).
5. FlightLevel/Northern Jet Transfer: Introduction (No Action).
6. Adoption of Fund Balance Policy (Action Requested).
7. Staffing Proposal (Action Requested).
8. Board Strategic Planning Session (Action Requested).
9. MAAE Recap (No Action).
10. Aviation Day Debrief (No Action).
11. FBO Progress Report (Action Requested).
12. FBO Report (Action Requested).
13. Financial Reports (Action Requested).
14. Updates from Board.
15. 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. Welcome Oscar Miller (HYAC)
- B. Michigan Advanced Mobility Grant - Volatus
- C. FAA Advanced Mobility Call
- D. Parcel K Update

16. Adjourn.

Next Meeting will be held October 10, 2022

West Michigan Airport Authority

MEETING MINUTES

August 8, 2022

*****11:30 a.m. – 1:00 p.m.*****

60 Geurink Blvd. Holland, MI

PRESENT: Doug Barensen, Russ Sylte, Dave Hoekstra, Scott Corbin, Skip Keeter, Russ Sylte, Chuck Murray, Beth Blanton (Zoom),

ABSENT: Kevin Klynstra,

OTHERS PRESENT: Tyler Vandenbrand, Project Administrator Amanda VanLaar, Airport Director Aaron Thelenwood, Alan Radlo (FlightLevel), Linn Smith (MDOT), Leanne Schaeffer (Boileau Communications), Peter Eichleay (FlightLevel)

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

22.08.01 Public Comments.

None.

22.08.02 Consideration of June 13th 2022, Meeting Minutes

Co-chair Corbin made a motion with support by Barensen to approve the minutes as presented.

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

Nays: None

Motion carried.

22.08.03 Advanced Mobility Discussion & Request for Qualifications Process

Director Thelenwood presented to the Board the recent drone corridor updates regarding beyond line-of-sight drone systems. Over the last two months emerging technology and infrastructure is increasingly coming into focus. Thelenwood introduced Linn Smith, the head of the Emerging Aviation unit at MDOT, for the state's perspective and the option for exploring a more formal process of an RFQ for the adopting drone/vertiport technology at WMRA.

Electric Vertical Take-off and Landing aircrafts (eVOTL) are in final testing stages with a primary focus of implementation in freight with secondary consideration to air taxi services. Freight adoption of VTOL aircrafts expands capacity for on time delivery and implementation a vertiport would reduce stress and usage of runway. VTOL aircrafts additionally have a smaller footprint than traditional aircrafts. State initiatives and further research on sites for charging is expected

this Fall. For future transition and incorporation to occur at WMRA, first steps are engagement with stakeholders, plans for integration into the traditional facility, communication with users, and heavy collaboration with freight services. The FAA is expecting an 18-month process for ALP approval.

Board chair Style asked about timeline and capital planning for a vertiport. Smith offered that installation would not be immediately necessary if the service volume isn't hampered with the use of the runway by a VTOL aircraft. Co-chair Corbin suggested scheduling a strategic planning session.

22.08.04 Approval of Fogg Hangar Sub-Leases

Ben Fogg has his new hangar up and running and has multiple tenants currently operating out of the space. Director Thelenwood presented to the Board multiple long-term lease agreements drawn up by Mr. Fogg for aircraft storage and office space for Tommy's Carwash and Office space for Flight Level. A general lease template for both was also presented. Fogg's Ground Lease agreement with the Authority requires Authority approval for all subleases.

Co-chair Corbin made a motion with support by Murray to approve the subleases and sublease templates with final approval pending from the Airport Authority's attorney.

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

Nays: None

Motion carried.

22.08.05 MDOT Contract Amendment: Runway Rehab

Director Thelenwood presented to the Board the Contract Amendment from last year's runway rehab project in which costs associated ran \$40,000 over budget (~120,000 winnowed down to 40,000 with the remaining costs taken on by contractor). With savings from light and electrical from the project, the remaining \$20,000 was initially expected to be paid by the Authority out of pocket but the current amendment is for AIP grants to cover 100% of the remaining cost.

Hoekstra made a motion with support by Keeter to approve the MDOT contract amendment.

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

Nays: None

Motion carried.

22.08.06 Communications Report

Leanne Schaffer presented the Communications Report to the board highlighting an active

presence on Facebook and LinkedIn, Mailchimp eblasts with 50% open rates, and digital advertisements running for business development and charter growth. No action was taken.

22.08.07 FBO Progress Report

Tyler VandenBrand, Director of Michigan Operations for FlightLevel, presented to the Board the FBO Progress Report for Maintenance and Operations. At present, fuel costs are trending on a downward trajectory. The flight school and maintenance departments have not been interrupted in service since July 1st. Board Chair Sylte asked for clarification about Terry DeBoer's involvement in operations and FlightLevel confirmed that he is not involved and that users have been informed that FlightLevel is the sole operator. Russ asked for clarification about Terry – Not involved. Has that been communicated with airport users? Regarding the news that FlightLevel cut ties with the previous management for the Flight School and Maintenance Departments, Sylte inquired how communications can be better structured so that the Board is made aware of changes prior to a final decision being made. VandenBrand assured for future coordination with Eichlaey to prioritize communication with the Board.

Members of the Board also expressed concern regarding employee volumes to which FlightLevel responded the search for new staff remains active yet no customer has been denied services due to shortages and they have not received any complaints that they are aware of. The Authority cannot be sure, however, that users aren't expressing dissatisfaction but still choosing elsewhere for maintenance. There still remains a population of tenants who currently do not utilize FlightLevels maintenance services to which FlightLevel responded is as a result of part shortages. Action taken following the subsequent report.

22.08.08 FBO Report

VandenBrand shared fuel sales numbers highlighting a decrease in total gallons sold—citing an overall decrease in general aviation since 2021. Jet fuel sales, however have increased. Board Chair Sylte inquired about specific goals FlightLevel has set to achieve in both present and future sales to which FlightLevel responded that the variations in traffic patterns post covid have made it challenging to determine a baseline and a median average. The Board would like to see action taken on goal setting for fuel sales.

Co-Chair Corbin made a motion with support by Barensen to accept the FBO reports.

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

Nays: None

Motion carried.

22.08.09 Financial Report

Keeter made a motion with support by Co-Chair Corbin to accept the Financial Reports.

Aye votes: Doug Barensen, Russ Sylte, Dave Hoekstra, Scott Corbin, Skip Keeter, Russ Sylte, Chuck Murray
Nays: None
Motion carried.

22.08.10 FBO Performance Evaluation Recommendations

Per the FBO Agreement with the Authority an annual performance evaluation is required. Following the preliminary evaluation which was reviewed by the Ops Committee and presented to FlightLevel, additional information was requested before a final performance review could be completed. Director Thelenwood presented the recommendations for supplemental information for FlightLevel to return to the Authority by August 30th, 2022.

In addition to the list of supplemental information deemed necessary for the FBO to report on determined by the Operations Committee, the current Progress Improvement Plan should be continued and developed with additional areas for review. Hoekstra inquired about proprietary information provided in documents being requested to which Director Thelenwood replied that any documents would go through the attorney's office so as not be subjected to FOIA.

Co-Chair Corbin made a motion with support from Murray to approve the supplemental materials requested of the FBO for the performance evaluation.

Aye votes: Doug Barensen, Russ Sylte, Dave Hoekstra, Scott Corbin, Skip Keeter, Russ Sylte, Chuck Murray
Nays: None
Motion carried.

22.08.11 Updates from Board

None.

22.08.12 Other Business:

a. Reschedule September 12th Board Meeting

- a. Authority Staff in Mackinac the week of the 12th for MAAE conference

b. Aviation Day – August 20th

- c. **Airspace Link Update** – Continued conversation surrounding drone corridor and putting WMAA in a place of interest for emerging tech development and pilot studies.

- d. **Parcel K Update** – Interested parties, no final sale yet

22.08.13 Adjourn

Meeting Adjourned at 1:01 p.m.

Minutes Approved: (Secretary)

Date:_____

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September 26th, 2022

REPORT 4

To: West Michigan Airport Authority Board.
From: Aaron Thelenwood, Airport Authority Director.
Subject: **Closed Door Session to Review Opinion from the Attorney**

The Airport Authority Director Requested a Legal Opinion from the Authority's Attorney, Ron VanderVeen, to be reviewed in closed session as allowable under the Michigan Open Meetings Act.

To enter a Closed Session, the Board Chair must ask for a motion and support from the Board, and the Board must have a majority vote of the members present affirming to enter the Closed Door Session. Members of the Public will not be present.

Recommendation

It is recommended that the Board approve entering into the closed door session, as described.

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REPORT 6

To: West Michigan Airport Authority Board.
From: Aaron Thelenwood, Airport Authority Director.
Subject: **Adoption of Fund Balance Policy**

Earlier this year the Board expressed it's interest in establishing a Fund Balance Policy to ensure it's ability to meet Operational obligations year over year. As such, the Board established a Taskforce to review and propose a reasonable Fund Balance Policy. The Taskforce's recommendation was to propose a policy, maintaining a fund balance range of 75% to 120% of the Operations Budget year over year, any given year. This proposal ensures that operations continue uninterrupted in the event of unforeseen economic disruptions.

This policy focuses exclusively on Operations and not Capital Improvement as capital projects are majority funded by the FAA & MDOT-Aeronautics (95% combined).

Staff worked closely with Finance Director/Airport Treasurer McCammon on the final proposed policy attached. The Policy is in alignment with best accounting standards.

Recommendation

It is recommended that the Board approve the Fund Balance Policy as Presented.

West Michigan Regional Airport Authority

FUND BALANCE POLICY



September 26th, 2022

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A. Purpose and Goals

The purpose of this Fund Balance Policy is to define fund balance classifications that establish a hierarchy based on the extent to which the Airport Authority must observe constraints imposed upon use of the resources that are reported by the governmental funds. More detailed fund balance financial reporting and the increased disclosures will aid the users of the financial statements in understanding the availability of resources.

This policy establishes a minimum level (target range) at which the projected end-of-year fund balance should be maintained to provide financial stability, cash flow for operations, and the assurance that the Airport Authority will be able to respond to emergencies with fiscal strength.

Fund Balance is defined as the excess of assets over liabilities. The fund balance will be composed of three primary categories: 1) Nonspendable Fund Balance, 2) Restricted Fund Balance and 3) Unrestricted Fund Balance.

B. Definitions

1. *Governmental Funds* - are used to account for all or most of the Airport Authority's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general capital assets (capital projects funds) and the servicing of general long-term debt (debt service funds). The General Fund is used to account for all activities of the Airport Authority not accounted for in some other fund.
2. *Fund Balance* – the difference between assets and liabilities in a Governmental Fund.
3. *Nonspendable Fund Balance* – the portion of a Governmental Fund's net assets that are not available to be spent, either short-term or long-term, in either form or through legal restrictions (e.g, prepaid items)
4. *Restricted Fund Balance* – the portion of Governmental Fund's net assets that are subject to external enforceable legal restrictions (e.g., property tax levies).
5. *Unrestricted Fund Balance* – is made up of three components:
 - a. *Committed Fund Balance* – the portion of a Governmental Fund's net assets with self-imposed constraints or limitations that have been placed at the highest level of decision making
 - b. *Assigned Fund Balance* – the portion of a Governmental Fund's net assets to denote an intended use of resources

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B. Definitions (continued)

- c. *Unassigned Fund Balance* – available expendable financial resources in a governmental fund that are not the object of tentative management plan (i.e., assignments). Positive unassigned fund balance can only be reported in the general fund. Any residual fund balance in all other governmental funds is assumed at a minimum to be assigned for the purpose of the fund.

C. Minimum Unrestricted Fund Balance Levels

This policy applies to the Airport Authority's governmental funds as follows:

1. *General Fund* – The General Fund is a major fund and the general operating fund of the Airport Authority. It is used to account for all financial resources except those that are accounted for in another fund. Each year a portion of the spendable fund balance will be determined as follows:
 - a. *Restricted* - A portion of the fund balance may be restricted through external legal requirements.
 - b. *Committed* - A portion of the fund balance may be committed through formal action of the Airport Authority's Board of Trustees through a resolution or ordinance adopted before the end of the fiscal year.
 - c. *Assigned* - A portion of the fund balance may be committed by action of the Airport Authority Manager/Budget Officer. The amount will represent the funds the Airport Authority intends to use for a specific purpose. This will be adjusted annually.
 - d. *Unassigned* - The unassigned fund balance will be reviewed annually during the budget process. This unassigned fund balance will be maintained at a target level of 75% to 120% of annual budgeted expenditures.
2. *Capital Project Funds* – This fund is established to account for and report the financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets, excluding those types of capital related outflows financed by proprietary funds.

The Capital Project Fund's fund balance will be considered restricted, committed, or assigned depending on the intended source/use of the funds.

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C. Flow Assumptions

Some projects (funds) are funded by a variety of resources, including both restricted and unrestricted (committed, assigned and unassigned). When restricted funds exist, those funds are used first, then unrestricted. For unrestricted funds, committed funds are used first, then assigned, then unassigned.

D. Authority

1. Committed Fund Balance – A self-imposed constraint on spending the fund balance must be approved by ordinance or resolution of the Airport Authority Board. Any modifications or removal of the self-imposed constraint must use the same action used to commit the fund balance.

Formal action to commit fund balance must occur before the end of the fiscal year. The dollar amount of the commitment can be determined after year-end.

2. Assigned Fund Balance – A self-imposed constraint on spending the fund balance based on the Airport Authority's intent to use fund balance for a specific purpose. The authority may be delegated to the Airport Authority Manager.

E. Minimum Targets

Management will monitor the major revenue collections and the amount of cash available by reviewing the monthly financial reports. During the year, if revenue projections suggest that revenue will not meet expectations and the fund targets will not be met by the end of the year, the Airport Authority Manager will take the following actions to reach the goals established in the adopted budget:

- Review expenses with management,
- Reduce capital asset expenditures,
- Reduce operational expenditures, where appropriate, while maintaining the adopted budget goals,
- Present to the Airport Authority Board other expenditure control options, including those that might modify the goals established in the adopted budget.

F. Exceptions to the Policy

If the Airport Authority Board adopts a budget that does not meet the parameters of this policy, then the budget will include a plan for adhering to this Policy within a five-year period.

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REPORT 7

To: West Michigan Airport Authority Board.
From: Aaron Thelenwood, Airport Authority Director.
Subject: **Staffing Proposal**

The Airport Authority has been reviewing staffing needs regarding ongoing projects and critical initiatives. Over the past year, the support of Amanda VanLaar (formerly Davio) has highlighted the crucial capacity additional staffing brings to the Airport Authority to balance high priority initiatives, new opportunities, and ongoing operational obligations more effectively. Amanda has established herself as a critical asset and known member in both the aviation community overall and here regionally.

In June of this year, the Board voted to extend the Project Administrator role through the end of September 2022. The proposal presented to the Board today would be to make this position a permanent part time role. Currently, the Airport Authority has budget set aside to support a full-time position.

The Airport Authority convened a Taskforce that, in addition to reviewing the proposed fund balance policy, also reviewed ongoing staffing structure and proposals for permanent solutions. In the near term, the committee recommended making the Part-Time Project Administrator role permanent, while recommending an ongoing review of staffing needs. With critical projects underway, like the north hangar taxilane project, development of the Airport Business Park, ongoing business engagement, an expanding interest in advanced mobility solutions on field, in addition to new requirements coming down the line in FAA and MDOT grant assurances which focus on sustainability initiatives, it will be critical for the airport authority to ensure it is maintaining staffing capacity to keep pace with both established obligations and ongoing demands. Amanda also currently leads the majority of our community engagement initiatives and has worked diligently over the past year to raise the profile of the Airport through our first Annual Tulip Time Fly-in, Food Truck Friday events, and launching the first inaugural Aviation Day at West Michigan Regional. Amanda is also leading further collaborations with several

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other regional airports, along with STEM Flights, to create inter-airport and regional education and learning opportunities; which we look forward to sharing in more detail over the coming months.

Amanda has proven herself a key asset and is well positioned to both support the Director and the Authority, while also being uniquely qualified to lead many of the sustainability initiatives and reporting functions we're anticipating under new FAA policies.

The Budget impact for this position would be \$27,989.00

The Adopted FY23 Operations Budget currently has \$86,000.00 set aside for a new position.

Recommendation

It is recommended that the Board approve the Staffing Proposal as presented.

CITY OF HOLLAND
PERSONNEL COSTS FOR FISCAL YEAR 2023

September 21, 2022

Action: Maintain Part-Time Airport Administrator Position

	FY2023
Hourly Wage Rate	\$ 20.00
Annual Wages	26,000
Fringe Benefits:	
Health Insurance - Unknown	-
Dental Insurance - N/A	-
Life Insurance - N/A	-
Short Term Disability - \$1,000/week	-
Long Term Disability	-
Pension Contribution - Defined Contribution (8%)	-
Total Fringe Benefits	-
Mandatory Benefits:	
FICA / Medicare Tax	1,989
Unemployment Insurance - N/A	-
Workers Compensation Insurance - N/A	-
Total Mandatory Employer Costs	1,989
Total Wage & Benefits	\$ 27,989

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REPORT 8

To: West Michigan Airport Authority Board.
From: Aaron Thelenwood, Airport Authority Director.
Subject: **Strategic Planning Proposal**

As the Airport Authority continues to pursue new development and business engagement opportunities on-field, it's important to ensure we are presenting a unified strategic vision to new potential partners and to our stakeholders. The Authority has, in the past, done a number of small-scale strategic planning sessions coordinated by the Holland City Manager, Keith Van Beek. The Attached proposal would be to build on this existing work but take a much wider and deeper focus over the near-, mid-, and long-term objectives of the Airport Authority. This effort will be critical also for providing direction to subsequent efforts like the Airport Business Park Development Taskforce and siting of new infrastructure like hangars, new services, vertiports, and other similarly related advanced mobility infrastructure.

The attached proposal from Boileau and Co. is for a full day off-site session. The deliverables will be a concise strategic plan that can be used to expand into further visioning efforts while also providing immediate direction regarding pressing objectives.

The total cost for this work will be \$4,900 and will include cost of off-site amenities and lunch in addition to support from Boileau. The cost for these services will come out of the Marketing & Communications budget line item.

Recommendation

It is recommended that the Board approve the Strategic Planning Proposal as presented.

Strategic Planning Proposal

Created for West Michigan Regional Airport, August 2022

Goals

Thank you for the opportunity to quote on this important work! It's our understanding that WMRA is looking to:

1. Refresh and revise the strategic plan taking into account new mega trends and development funds.
2. Set vision for the 1 year, 3 year and 10 year futures of the airport.
3. Establish priorities for the next year as WMRA begins development of the North Business Park.

Scope & Deliverables

To help you meet these goals, Boileau & Co. will:

1. Plan and run a full-day, 8-hour strategic session with your board at an off-site location.
2. Guide event attendees to define the vision for WMRA through engaging activities and exercises.
3. Help you develop a concise plan that will guide strategic initiatives in a simple, clear way.

The strategic session and resulting Plan will uncover:

1. WMRA's Core Values
2. Establish Aviation Megatrends & P.E.S.T.E.L SWOT Analysis
3. Identify key Competitors to watch
4. Refine X-factor & Sandbox
5. Establish 1 year, 3 year and 10 year visions

Boileau & C^o

Estimated Investment

\$4,900*

**Estimate does not include changes to project scope.*

Lunch & Location selected by Boileau is included in project scope.

Getting Started

To move forward, please reply with written acceptance and a desired date for us to get started with planning. Thank you!

A handwritten signature in black ink, reading "Leanne Schaeffer". The signature is fluid and cursive, with the first name "Leanne" and last name "Schaeffer" clearly distinguishable.

Leanne Schaeffer, Partner
Boileau & Co.

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Sept 26, 2022

REPORT #9

To: West Michigan Airport Authority Board.
From: Amanda VanLaar, Project Administrator
Subject: **MAAE Conference**

The 2022 Fall Michigan Association of Airport Executives Conference took place on Mackinac Island last week. As with the spring conference, sustainability was key point of discussion throughout sessions. Below are important items to consider:

- FAA
 - BIL Funding Updates
 - Plan for GHG reporting funded through AIP
 - Zero Emissions Vehicle program eligibility
- MDOT
 - Review of the Block Grant program structure
 - Interest in assisting airports in the navigating emerging tech
- General Sustainability Items
 - MI Fuel Transformation program
 - National Electric Vehicle Infrastructure Formula Program (NEVI)
 - Additional grant programs geared toward solar, alternative renewables
- The Future of Aviation
 - Engaging the next generation
 - STEMFlights
 - Community engagement/impact

Recommendation

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

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September 21, 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,

As summer winds to a close, our operations continue to move forward. Although our August fuel sales were slightly lower than our record setting month a year ago, we are still over 40,000 gallons ahead of where we were at this time last year.

Fuel prices continue to trend downwards and we have made a competitive move in the last week by lowering our retail 100LL price by \$0.40. Our goal is to continue to serve our customers with excellent service, while maintaining a fair price point in this ultra-fluctuating market.

Our Director of Aircraft Maintenance, Victor Grahn, has accepted another job. He will be around until the end of October, assisting Mike Fett as he transitions out. We are working diligently on hiring another DOM and Victor is assisting us in this process.

Our team continues to receive glowing reviews from customers. They go above and beyond to make sure the needs of the customer are always put first. In short, they are a phenomenal crew and we are very pleased with our approach to customer service.

In summary, we strive to continue to move forward in a positive direction in the months to come.

Regards,

Tyler VandenBrand
Director of Michigan Operations
FlightLevel Aviation

WMAA MONTHLY FBO REPORT

West Michigan Regional Airport FBO Report FlightLevel BIV August 2022

Total Fuel Gallons Delivered		Current Month Aug 2022	One Year Ago Aug 2021	Fiscal Year To Date 01/01/22-12/31/22	F/Y to Date Compared 01/01/21-12/31/21	
	Avgas	3,802	7,125			
	Jet Fuel	70,908	80,893			
Total Gallons Delivered		74,710	88,018	419,445	378,167	+41278

Transplant Flights	1
Wings Of Mercy Operations	4
Freight Flights From/To Holland	11
Freight Weight	28,010
Number of Parts if Known	26 skids + 57 boxes

West Michigan Airport Authority

Meeting Date: September 26, 2022

Agenda Item:

Subject: Financial Reports for Two Months Ended August 31, 2022

Prepared By: Sarah Kuiper, City Finance

Recommendation: Accept Financial Reports as information

The West Michigan Airport Authority started a new fiscal year (FY 2023) on July 1, 2022. The audit for the prior fiscal year (FY2022) begins the week of September 26th and the finance office has prepared information for the audit as requested by the auditors.

Attached are Budget Performance Reports for the two months ended August 31, 2022 (16.67% of year), and the Trial Balance Listing and Fund Equity Reports through August 31, 2022.

Revenues

Operating revenues for the first two months totaled \$212,914.39, or 33% of budget, and exceed expectations due the timing of City of Holland summer tax collections related to the Airport.

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

Expenses

Operating expenses for the first two months totaled \$89,458.83, or 14% of budget, and are in line with expectations.

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

Trial Balance/Fund Equity

The West Michigan Airport Authority began FY 2023 with an unaudited fund balance of \$1,302,623.

August assets total \$1,451,215 at August 31st, comprised mostly of receivables. The current cash balance is \$1,389,118.

August liabilities totaled \$25,137 at August 31st and primarily represents accounts payable and unearned revenue from prepayment of a hangar land lease. The fund balance at August 31 is \$1,426,078.

WMAA Fund Balance as of 6/30/2022 - unaudited \$ 1,302,622.57

	Operating	Capital (999)	EEC Project (546)	Capital Funds (999)	
Year to date Revenues	212,914.39	-	-	-	\$ 212,914.39
Year to date Expenses	89,458.83	-	-	-	\$ 89,458.83

Estimated Fund Balance as of 08/31/2022 \$ 1,426,078.13

	Budget	YTD	
Remaining Operating Revenues	654,400.00	212,914.39	\$ 441,485.61

	Budget	YTD	Encumbrances	
Remaining Operating Expenses (excluding contingences)	542,700.00	89,458.83	-	<u>\$ 453,241.17</u>

Contingency Account (Reserves for Capital Projects):

Contingency - General	10,000.00	
T Hangar Repairs	5,000.00	
Reserves for ABC Mnct/Repairs	-	
Reserves for Capital Projects	<u>89,200.00</u>	<u>\$ 104,200.00</u>

Ending Fund Balance as of 08/31/2022 \$ 1,310,122.57

Other Expected Expenses:

	Estimated amount	Spent	
FY23 Design for Hangar Park Taxilane	2,500.00		\$ 2,500.00
FY23 Wetland Mitigation N. Hangar Taxilane	10,350.00		\$ 10,350.00
FY23 Approach Light - Gravel Path	40,000.00		\$ 40,000.00
FY23 Runway/Taxiway Painting	15,000.00		\$ 15,000.00
FY23 Entryway Improvements	<u>5,000.00</u>		<u>\$ 5,000.00</u>

Ending Fund balance after expected capital expenses \$ 1,237,272.57



Budget Performance Report

Fiscal Year to Date 08/31/22

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 Z01 - WMAA (Airport) General Fund										
REVENUE										
Department 000 - General Revenues										
420528	Federal Grant - Other	.00	.00	.00	.00	.00	.00	.00	+++	57,000.00
440573	State-Reim Local PPT Tax Loss	19,400.00	.00	19,400.00	.00	.00	.00	19,400.00	0	20,138.29
450582.C	Contributions from Other Govts From City of Holland	123,100.00	.00	123,100.00	79,469.15	.00	116,424.46	6,675.54	95	115,811.84
450582.P	Contributions from Other Govts From Park Township	120,000.00	.00	120,000.00	.00	.00	.00	120,000.00	0	100,218.86
450582.Z	Contributions from Other Govts From City of Zeeland	63,000.00	.00	63,000.00	46,894.62	.00	46,894.62	16,105.38	74	96,948.44
460626.Y	Fees-Finance/Mgmt Treas Fee-Recovery Court Costs	.00	.00	.00	.00	.00	.00	.00	+++	84.40
460647.7	Sales Sale of Merchandise-Taxable	.00	.00	.00	.00	.00	.00	.00	+++	10.60
460654.1	Franchise Fees FBO Franchise Fees	25,500.00	.00	25,500.00	2,289.93	.00	2,289.93	23,210.07	9	24,909.60
460654.5	Franchise Fees Fuel Flowage Fee	70,000.00	.00	70,000.00	9,747.54	.00	9,747.54	60,252.46	14	82,764.66
460654.7	Franchise Fees Landing Fees	30,000.00	.00	30,000.00	3,978.94	.00	3,978.94	26,021.06	13	29,296.91
480665.0	Investment Income General	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0	7,694.78
480669.A	Rental Airport Business Center	8,800.00	.00	8,800.00	804.39	.00	804.39	7,995.61	9	8,750.16
480669.24	Rental Hangar Land Lease	116,000.00	.00	116,000.00	1,782.01	.00	17,094.51	98,905.49	15	114,637.44
480669.25	Rental Agricultural Land Lease	12,600.00	.00	12,600.00	.00	.00	.00	12,600.00	0	13,363.74
480669.26	Rental T-Hangars	58,000.00	.00	58,000.00	.00	.00	15,680.00	42,320.00	27	57,653.33
490685.1	Recoveries Insurance	.00	.00	.00	.00	.00	.00	.00	+++	2,789.61
490685.2	Recoveries Other Parties	.00	.00	.00	.00	.00	.00	.00	+++	1,656.74
490692.0	Miscellaneous General	.00	.00	.00	.00	.00	.00	.00	+++	212.54
Department 000 - General Revenues Totals		\$654,400.00	\$0.00	\$654,400.00	\$144,966.58	\$0.00	\$212,914.39	\$441,485.61	33%	\$733,941.94
REVENUE TOTALS		\$654,400.00	\$0.00	\$654,400.00	\$144,966.58	\$0.00	\$212,914.39	\$441,485.61	33%	\$733,941.94
EXPENSE										
Department 540 - Airport Operations										
710701.0	Payroll-Regular General	141,737.00	.00	141,737.00	4,892.30	.00	8,037.35	133,699.65	6	74,295.56
710707.0	Payroll-Temporary Help General	.00	.00	.00	1,665.00	.00	2,460.00	(2,460.00)	+++	18,172.50
711702.0	Payroll-Vacation/PTO General	11,150.00	.00	11,150.00	2,096.70	.00	2,446.15	8,703.85	22	8,233.91
711703	Payroll-Holidays	4,800.00	.00	4,800.00	.00	.00	349.45	4,450.55	7	2,149.45
711716.1	Insurance Health	18,000.00	.00	18,000.00	250.00	.00	500.00	17,500.00	3	3,000.00
711716.2	Insurance Dental	420.00	.00	420.00	.00	.00	.00	420.00	0	.00
711718.1	Retirement Contribution MERS	12,810.00	.00	12,810.00	559.12	.00	866.64	11,943.36	7	6,774.31
711720	Insurance-Income Protection	1,670.00	.00	1,670.00	(18.50)	.00	(37.00)	1,707.00	-2	779.95
712715	Employer FICA/Medicare Contribution	12,250.00	.00	12,250.00	681.16	.00	1,055.18	11,194.82	9	8,097.63
712723	Unemployment Comp Insurance	48.00	.00	48.00	.00	.00	.00	48.00	0	1.90
712724	Workers Comp Insurance	715.00	.00	715.00	.00	.00	.00	715.00	0	.10
721730.0	Postage General	.00	.00	.00	.00	.00	.00	.00	+++	62.03
721740.0	Operating Supplies General	1,000.00	.00	1,000.00	416.95	.00	416.95	583.05	42	3,136.68
721740.CAP	Operating Supplies Controlled Items-Capital Type	1,600.00	.00	1,600.00	.00	.00	.00	1,600.00	0	.00
721931.0	Bldg & Grnds Maint General	5,000.00	.00	5,000.00	.00	.00	2,994.04	2,005.96	60	5,532.56
721933.0	Equipment Maintenance General	16,000.00	.00	16,000.00	.00	.00	.00	16,000.00	0	22,085.79



Budget Performance Report

Fiscal Year to Date 08/31/22

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 Z01 - WMAA (Airport) General Fund										
EXPENSE										
Department 540 - Airport Operations										
721933.INS	Equipment Maintenance Repairs-Insurance Claims	.00	.00	.00	.00	.00	.00	.00	+++	2,789.61
722801.9010	Contr-Printing/Promo Advertising/Promotional	40,000.00	.00	40,000.00	796.06	.00	796.06	39,203.94	2	52,221.47
722804.0	Contractual-Legal General	20,000.00	.00	20,000.00	17.50	.00	17.50	19,982.50	0	18,179.00
722805.1	Contractual-Finance Independent Audit	7,900.00	.00	7,900.00	.00	.00	.00	7,900.00	0	7,900.00
722805.4	Contractual-Finance Financial Service Fees	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	2,000.00
722807.2	Contractual-Architect/Engineer Plan Development	.00	.00	.00	3,000.00	.00	3,000.00	(3,000.00)	+++	8,962.75
722807.5	Contractual-Architect/Engineer Engineering	15,000.00	.00	15,000.00	3,107.95	.00	3,244.95	11,755.05	22	6,591.13
722808.8	Contr-Bldgs&Grnds Tree Clearing	.00	.00	.00	.00	.00	.00	.00	+++	40,300.00
722808.MOW	Contr-Bldgs&Grnds Mowing	30,000.00	.00	30,000.00	7,492.13	.00	7,492.13	22,507.87	25	44,593.13
722808.MTCE	Contr-Bldgs&Grnds Maintenance-General Repairs	23,000.00	.00	23,000.00	1,580.19	.00	5,580.19	17,419.81	24	25,446.78
722808.SNOW	Contr-Bldgs&Grnds Snowplowing	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	56,970.51
722809.61	Contractual-Misc Management Services	28,000.00	.00	28,000.00	2,714.33	.00	5,295.16	22,704.84	19	27,831.37
722809.62	Contractual-Misc Airport Manager-Tulip City Air	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	1,657.49
723850.0	Communications Telephone	600.00	.00	600.00	37.04	.00	73.94	526.06	12	441.97
723850.CELL	Communications Cellular	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	1,200.00
723860.0	Travel, Conf, Seminars General	3,000.00	.00	3,000.00	546.41	.00	546.41	2,453.59	18	2,405.57
723910.0	Commercial Insurance Premiums General	27,500.00	.00	27,500.00	.00	.00	31,794.00	(4,294.00)	116	27,308.00
723920.GAS	Public Utilities Natural Gas	.00	.00	.00	58.36	.00	58.36	(58.36)	+++	.00
723920.GATE	Public Utilities Fence Gates	500.00	.00	500.00	42.78	.00	85.08	414.92	17	526.03
723920.LAND	Public Utilities Landing Lights & System	3,500.00	.00	3,500.00	235.85	.00	511.08	2,988.92	15	3,311.51
723920.PLOT	Public Utilities Parking Lot Lights	1,000.00	.00	1,000.00	52.67	.00	104.73	895.27	10	1,289.08
723920.RUNW	Public Utilities Runway Lights	5,000.00	.00	5,000.00	391.12	.00	806.05	4,193.95	16	5,303.41
723920.THAN	Public Utilities T-Hangars	5,000.00	.00	5,000.00	461.38	.00	778.96	4,221.04	16	6,634.27
723942.0	Building Rental/Lease General	1,000.00	.00	1,000.00	.00	.00	1,000.00	.00	100	1,000.00
723955.0	Misc. General	2,000.00	.00	2,000.00	2,000.00	.00	2,654.55	(654.55)	133	3,979.92
723961.0	Dues & Subscriptions General	2,000.00	.00	2,000.00	599.99	.00	650.96	1,349.04	33	1,665.97
723963.2	Write-Offs Uncoll Property Taxes	.00	.00	.00	.00	.00	.00	.00	+++	80.77
723963.3	Write-Offs Court Fees A/R or PP Pursuit	.00	.00	.00	.00	.00	.00	.00	+++	84.40
723964.2	Refunds Property Tax Prior Years	.00	.00	.00	.00	.00	.00	.00	+++	58.46
770956.0	Contingency General	104,200.00	.00	104,200.00	.00	.00	.00	104,200.00	0	.00
Department 540 - Airport Operations Totals		\$601,600.00	\$0.00	\$601,600.00	\$33,676.49	\$0.00	\$83,578.87	\$518,021.13	14%	\$503,054.97
Department 541 - Business Center										
721931.GRND	Bldg & Grnds Maint Grounds Maintenance	5,000.00	.00	5,000.00	.00	.00	483.83	4,516.17	10	6,509.91
721933.0	Equipment Maintenance General	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	2,342.70
722808.1	Contr-Bldgs&Grnds Janitorial	7,500.00	.00	7,500.00	277.40	.00	1,107.35	6,392.65	15	10,164.32
723850.0	Communications Telephone	2,600.00	.00	2,600.00	240.00	.00	240.00	2,360.00	9	2,952.50
723850.WIFI	Communications WIFI Internet Connection	2,700.00	.00	2,700.00	312.50	.00	865.00	1,835.00	32	3,677.50
723920.BPW	Public Utilities BPW	18,000.00	.00	18,000.00	1,658.18	.00	3,183.78	14,816.22	18	16,663.42



Budget Performance Report

Fiscal Year to Date 08/31/22

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	Z01 - WMAA (Airport) General Fund									
	EXPENSE									
	Department									
	541 - Business Center									
723920.GAS	Public Utilities Natural Gas	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	6,359.19
	Department									
	541 - Business Center Totals	\$45,300.00	\$0.00	\$45,300.00	\$2,488.08	\$0.00	\$5,879.96	\$39,420.04	13%	\$48,669.54
	EXPENSE TOTALS	\$646,900.00	\$0.00	\$646,900.00	\$36,164.57	\$0.00	\$89,458.83	\$557,441.17	14%	\$551,724.51
Fund	Z01 - WMAA (Airport) General Fund Totals									
	REVENUE TOTALS	654,400.00	.00	654,400.00	144,966.58	.00	212,914.39	441,485.61	33%	733,941.94
	EXPENSE TOTALS	646,900.00	.00	646,900.00	36,164.57	.00	89,458.83	557,441.17	14%	551,724.51
Fund	Z01 - WMAA (Airport) General Fund Totals	\$7,500.00	\$0.00	\$7,500.00	\$108,802.01	\$0.00	\$123,455.56	(\$115,955.56)		\$182,217.43
	Grand Totals									
	REVENUE TOTALS	654,400.00	.00	654,400.00	144,966.58	.00	212,914.39	441,485.61	33%	733,941.94
	EXPENSE TOTALS	646,900.00	.00	646,900.00	36,164.57	.00	89,458.83	557,441.17	14%	551,724.51
	Grand Totals	\$7,500.00	\$0.00	\$7,500.00	\$108,802.01	\$0.00	\$123,455.56	(\$115,955.56)		\$182,217.43



Budget Performance Report

Fiscal Year to Date 08/31/22

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 Z01 - WMAA (Airport) General Fund										
REVENUE										
Department 999 - Airport Capital Projects										
420502.24	Federal Grant FAA Capital	138,000.00	.00	138,000.00	.00	.00	.00	138,000.00	0	245,019.74
430502.24	State Grant MDOT State Capital	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	42,233.35
Department 999 - Airport Capital Projects Totals		\$140,500.00	\$0.00	\$140,500.00	\$0.00	\$0.00	\$0.00	\$140,500.00	0%	\$287,253.09
REVENUE TOTALS		\$140,500.00	\$0.00	\$140,500.00	\$0.00	\$0.00	\$0.00	\$140,500.00	0%	\$287,253.09
EXPENSE										
Department 999 - Airport Capital Projects										
Division 045 - Runway										
730974.0	Land Improvements General	213,350.00	.00	213,350.00	.00	.00	.00	213,350.00	0	341,316.75
Division 045 - Runway Totals		\$213,350.00	\$0.00	\$213,350.00	\$0.00	\$0.00	\$0.00	\$213,350.00	0%	\$341,316.75
Department 999 - Airport Capital Projects Totals		\$213,350.00	\$0.00	\$213,350.00	\$0.00	\$0.00	\$0.00	\$213,350.00	0%	\$341,316.75
EXPENSE TOTALS		\$213,350.00	\$0.00	\$213,350.00	\$0.00	\$0.00	\$0.00	\$213,350.00	0%	\$341,316.75
Fund Z01 - WMAA (Airport) General Fund Totals										
REVENUE TOTALS		140,500.00	.00	140,500.00	.00	.00	.00	140,500.00	0%	287,253.09
EXPENSE TOTALS		213,350.00	.00	213,350.00	.00	.00	.00	213,350.00	0%	341,316.75
Fund Z01 - WMAA (Airport) General Fund Totals		(\$72,850.00)	\$0.00	(\$72,850.00)	\$0.00	\$0.00	\$0.00	(\$72,850.00)		(\$54,063.66)
Grand Totals										
REVENUE TOTALS		140,500.00	.00	140,500.00	.00	.00	.00	140,500.00	0%	287,253.09
EXPENSE TOTALS		213,350.00	.00	213,350.00	.00	.00	.00	213,350.00	0%	341,316.75
Grand Totals		(\$72,850.00)	\$0.00	(\$72,850.00)	\$0.00	\$0.00	\$0.00	(\$72,850.00)		(\$54,063.66)



Fund Equity Changes Report

Through 08/31/22
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	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	100,000.00	25,000.00	.00	125,000.00				
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	1,074,468.80	.00	25,000.00	1,049,468.80				
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	Z01 - WMAA (Airport) General Fund Totals	\$1,174,468.80	\$25,000.00	\$25,000.00	\$1,174,468.80	\$128,153.77	\$212,914.39	\$89,458.83	\$1,426,078.13
Fund Type	GENERAL FUND Totals	\$1,174,468.80	\$25,000.00	\$25,000.00	\$1,174,468.80	\$128,153.77	\$212,914.39	\$89,458.83	\$1,426,078.13
Fund Category	GOVERNMENTAL Totals	\$1,174,468.80	\$25,000.00	\$25,000.00	\$1,174,468.80	\$128,153.77	\$212,914.39	\$89,458.83	\$1,426,078.13
	Grand Totals	\$1,174,468.80	\$25,000.00	\$25,000.00	\$1,174,468.80	\$128,153.77	\$212,914.39	\$89,458.83	\$1,426,078.13



Trial Balance Listing

Through 08/31/22
Detail Balance Sheet Listing
Exclude Rollup Account

Account	Account Description	Balance Forward	YTD Debits	YTD Credits	Ending Balance	Prior Year YTD Balance
Fund Z01 - WMAA (Airport) General Fund						
<i>CURRENT ASSETS</i>						
110001.675	Cash Due from Cash/Inv Pool	1,307,458.40	202,943.54	121,283.61	1,389,118.33	1,308,327.86
113040.0	Accounts Receivable General	16,604.24	49,644.65	41,992.62	24,256.27	25,715.04
114026.2015	Taxes Receivable 2015	.15	.00	.00	.15	.37
114026.2016	Taxes Receivable 2016	.88	.00	.00	.88	15.02
114026.2017	Taxes Receivable 2017	35.33	.00	.00	35.33	30.41
114026.2018	Taxes Receivable 2018	28.43	.00	.24	28.19	21.38
114026.2019	Taxes Receivable 2019	36.03	.00	.00	36.03	36.91
114026.2020	Taxes Receivable 2020	42.38	.00	1.06	41.32	59.67
114026.2021	Taxes Receivable 2021	50.01	.00	32.12	17.89	.00
114031	Allowance for Uncollectible Taxes	(190.64)	.00	.00	(190.64)	(116.40)
118123	Prepaid Items	1,036.33	.00	1,036.33	.00	.00
119073.2	Due from Local Govt Units Due from Park Township	6.48	6.48	12.96	.00	2.99
119073.3	Due from Local Govt Units Due from Zeeland City	15.34	46,894.62	45,821.15	1,088.81	.00
119078.0	Due from State of Michigan General	162.51	.00	.00	162.51	.00
119078.1	Due from State of Michigan Due from State-Aeronautics	36,619.68	.00	.00	36,619.68	16,208.58
<i>CURRENT ASSETS Totals</i>		\$1,361,905.55	\$299,489.29	\$210,180.09	\$1,451,214.75	\$1,350,301.83
<i>CURRENT LIABILITIES</i>						
210202.0	Accounts Payable General	(15,635.79)	93,851.97	83,335.56	(5,119.38)	(1,336.20)
211202	Contracts Payable	(18,070.47)	18,070.47	.00	.00	.00
212257.0	Accrued Wages Payable General	(3,745.05)	3,745.05	.00	.00	.00
212262.1	Accrued Fringes Payable FICA-Social Security/Medicare	(240.58)	240.58	.00	.00	.00
212262.4	Accrued Fringes Payable Pension	(251.60)	251.60	.00	.00	.00
21B339.0	Unearned Revenue General	(21,339.49)	1,322.25	.00	(20,017.24)	(17,330.00)
<i>CURRENT LIABILITIES Totals</i>		(\$59,282.98)	\$117,481.92	\$83,335.56	(\$25,136.62)	(\$18,666.20)
<i>FUND BALANCE</i>						
341390.ABC	Fund Balance - Assigned (By Action) Business Center Maintenance	(100,000.00)	.00	25,000.00	(125,000.00)	(100,000.00)
342390	Fund Balance-Unassigned	(1,074,468.80)	25,000.00	.00	(1,049,468.80)	(1,074,468.80)
<i>FUND BALANCE Totals</i>		(\$1,174,468.80)	\$25,000.00	\$25,000.00	(\$1,174,468.80)	(\$1,174,468.80)
	P/Y Fund Equity Adjustment	(128,153.77)	.00	.00	(128,153.77)	.00
	Fund Revenues	.00	1,378.07	214,292.46	(212,914.39)	(220,297.36)
	Fund Expenses	.00	91,245.83	1,787.00	89,458.83	63,130.53
Fund Z01 - WMAA (Airport) General Fund Totals		\$0.00	\$534,595.11	\$534,595.11	\$0.00	\$0.00
Grand Totals		\$0.00	\$534,595.11	\$534,595.11	\$0.00	\$0.00



Trial Balance Listing

Through 08/31/22
Detail Balance Sheet Listing
Exclude Rollup Account

City of Holland
Payment Batch Register
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
 Batch Date: 08/18/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON						
Check	08/18/2022	76421	Accounts Payable	C&S ENGINEERS INC.		3,000.00
	Invoice		Date	Description		Amount
		01104669	08/09/2022	AIRPORT - NORTH HANGER AREA TAXILANE		3,000.00
Check	08/18/2022	76422	Accounts Payable	CUNNINGHAM DALMAN P.C.		17.50
	Invoice		Date	Description		Amount
		310900	08/10/2022	AIRPORT - LEGAL		17.50
EFT	08/18/2022	9401	Accounts Payable	MEAD & HUNT INC - ACH	075000019 / 547284589	21,178.42
	Invoice		Date	Description		Amount
		335925	08/11/2022	AIRPORT - JULY SERVICES		3,107.95
		MULTIPLE	08/18/2022	AIRPORT1/22, 4/22, 5/22, 6/22 SERVICES		18,070.47
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:				Transactions: 3		\$24,195.92
	Checks:	2	\$3,017.50			
	EFTs:	1	\$21,178.42			

City of Holland
Payment Batch Register
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
 Batch Date: 08/25/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
Check	08/25/2022	76544 Accounts Payable	ARR AVIATION BIV		9,205.82
	Invoice	Date	Description		Amount
	2023-00000451	07/31/2022	AIRPORT - JULY SERVICES		9,205.82
Check	08/25/2022	76545 Accounts Payable	ELITE ACTIVE WEAR INC		796.06
	Invoice	Date	Description		Amount
	212013	08/10/2022	AIRPORT - CAPS		796.06
EFT	08/25/2022	9443 Accounts Payable	FIFTH THIRD BANK - CREDIT CARD - ACH	072499952 / 7661394601	1,463.36
	Invoice	Date	Description		Amount
	2023-00000453	08/25/2022	AIRPORT - JULY CC STMT		1,463.36
EFT	08/25/2022	9444 Accounts Payable	SEMCO ENERGY GAS COMPANY - ACH	072499952 / 7661394601	58.36
	Invoice	Date	Description		Amount
	2023-00000452	08/25/2022	AIRPORT - AUGUST READ DATE		58.36
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:			Transactions: 4		\$11,523.60
Checks:	2		\$10,001.88		
EFTs:	2		\$1,521.72		

City of Holland
Payment Batch Register
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
 Batch Date: 09/08/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
Check	09/08/2022	76725 Accounts Payable	ARR AVIATION BIV		552.50
	Invoice	Date	Description		Amount
	22-006254	09/01/2022	AIRPORT - SEPTEMBER 2022 PHONE AND INTERNET		552.50
Check	09/08/2022	76726 Accounts Payable	HOLLAND CITY TREASURER		2,000.00
	Invoice	Date	Description		Amount
	2023-4	08/26/2022	AIRPORT - TECH SERVICES FOR FY23 7/1/22-6/30/23		2,000.00
Check	09/08/2022	76727 Accounts Payable	THELENWOOD , AARON		93.12
	Invoice	Date	Description		Amount
	2023-00000564	09/08/2022	AIRPORT - REIMBURSEMENT FOR TWO BRUNCHES AND BAGELS		93.12
Check	09/08/2022	76728 Accounts Payable	VHM ENTERPRISES INC.		594.50
	Invoice	Date	Description		Amount
	17671	09/01/2022	AIRPORT - SEPTEMBER CLEANING SERVICES		594.50
Check	09/08/2022	76729 Accounts Payable	WEST MICHIGAN UNIFORM		277.40
	Invoice	Date	Description		Amount
	356717	08/31/2022	AIRPORT - RUGS		277.40
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:			Transactions: 5		\$3,517.52
Checks:		5	\$3,517.52		

City of Holland
Payment Batch Register
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
 Batch Date: 09/15/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
Check	09/15/2022	76839 Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		2,841.98
	Invoice	Date	Description		Amount
	2023-00000652	08/31/2022	AIRPORT - UTILITIES DUE 9/8/22		2,841.98
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:			Transactions: 1		\$2,841.98
Checks:	1	\$2,841.98			

City of Holland
Payment Batch Register
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
Batch Date: 09/22/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
Check	09/22/2022	76955 Accounts Payable	ARR AVIATION BIV		9,448.15
	Invoice	Date	Description		Amount
	22-006795	09/22/2022	AIRPORT - OCTOBER PHONE AND INTERNET		552.50
	2023-00000722	08/31/2022	AIRPORT - AUGUST 2022 SERVICES		8,895.65
Check	09/22/2022	76956 Accounts Payable	BRV VENTURES LLC		96.00
	Invoice	Date	Description		Amount
	2023-00000723	09/22/2022	AIRPORT PEST CONTROL SERVICES		96.00
Check	09/22/2022	76957 Accounts Payable	CUNNINGHAM DALMAN P.C.		612.50
	Invoice	Date	Description		Amount
	311989	09/15/2022	AIRPORT LEGAL SERVICES		612.50
Check	09/22/2022	76958 Accounts Payable	MICHIGAN WEST COAST CHAMBER OF COMMERCE		360.00
	Invoice	Date	Description		Amount
	6460	09/22/2022	AIRPORT - MEMBERSHIP DUES		360.00
Check	09/22/2022	76959 Accounts Payable	PERMA GREEN		109.00
	Invoice	Date	Description		Amount
	116748	08/16/2022	AIRPORT - FERTILIZER		109.00
Check	09/22/2022	76960 Accounts Payable	QUALITY AIR HEATING & COOLING INC		754.75
	Invoice	Date	Description		Amount
	91042632	09/12/2022	AIRPORT - SCHEDULED BILLING 9/1/22-11/30/22		754.75
Check	09/22/2022	76961 Accounts Payable	SMALL BUSINESS ASSOCIATION OF MICHIGAN		99.99
	Invoice	Date	Description		Amount
	2023-00000725	09/22/2022	AIRPORT - SBAM ID 234212 CID 234212 COVERAGE 10/22		99.99
Check	09/22/2022	76962 Accounts Payable	HOLLAND PROFESSIONAL FIRE FIGHTERS LOCAL 759		350.00
	Invoice	Date	Description		Amount
	1400	09/06/2022	AIRPORT - 1/4 PAGE COLOR 5X4 PDF COLOR		350.00
EFT	09/22/2022	9580 Accounts Payable	MEAD & HUNT INC - ACH	075000019 / 547284589	14,358.12

City of Holland
Payment Batch Register
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
 Batch Date: 09/22/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
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	Invoice	Date	Description		Amount
	2023-00000724	09/22/2022	AIRPORT - AUGUST SERVICES INV 337540 & 336767		14,358.12
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CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:			Transactions: 9		\$26,188.51
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Checks:		8	\$11,830.39		
EFTs:		1	\$14,358.12		