

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

January 9th, 2023

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
Ken Brandsen

Ex-officio

Jim Storey
VACANT

1. Public Comment.
2. Approval of December 12th Meeting Minutes:
3. Election of Officers (Action Requested).
4. Status of FBO Transfer Agreement: Update
5. Approval of transfer of Entity Partners Lease to FlightLevel Aviation (Action Requested).
6. Approval Resolution Supporting the Release of Parcel K from Master Lease and Related Amendment (Action Requested).
7. Approval of Waiver from Insurance Requirements for 4One Air Flight School (Action Requested).
8. Adoption of Recoupment of Fee Policy (Action Requested).
9. Review Strategic Plan (Action Requested).
10. Review of Fuels Standards regarding Underground Fuel Storage (No Action Requested).
11. FBO Progress Report: (Action Requested).
12. FBO Report: (Action Requested).
13. Financial Reports (Action Requested).

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14. Updates from Board.
15. Other Business:
 - A. Airport Authority Strategic Planning Session
 - B. Update regarding Parcel K
 - C. Update Regarding Parcel B & C Rezoning
16. Adjourn.

Next Meeting will be held February 13th, 2023

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West Michigan Airport Authority

MEETING MINUTES

December 12th, 2022

*****11:30 a.m. – 1:00 p.m.*****

60 Geurink Blvd. Holland, MI

PRESENT: Doug Barensse, Russ Sylte (Board Chair), Dave Hoekstra, Kevin Klynstra, Ken Brandsen, Skip Keeter

ABSENT: Beth Blanton, Scott Corbin (Co-chair), Chuck Murray

OTHERS PRESENT: Aaron Thelenwood (Director), Lynn McCammon (Treasurer), Krystal Benson (Rehmann), Oscar Miller (HYAC Student), Peter Eichleay (FlightLevel), Alan Radlow (FlightLevel), Rick Thompson (4One Air)

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

22.12.01 Public Comments.

None.

22.12.02 Approval of October 10th Meeting Minutes

Keeter made a motion, with support by Barensse to approve the October 10th Meeting minutes as presented.

Motion carried.

22.12.03 Recognition of Andy Mulder

Attorney Andy Mulder is retiring after providing the Airport Authority several years of service. He was presented with a plaque honoring his time with West Michigan Regional.

22.12.04 Adoption of 2023 Meeting Schedule

Hoekstra made a motion with support by Keeter to approve the 2023 meeting schedule as presented.

Motion carried.

22.12.05 Adoption of FY24 Budget Schedule

Director Thelenwood presented to the Board the budget schedule for fiscal year 2024. Hoekstra noted a typo which denoted the public hearing as occurring on March 8th instead of on the March 2023 board meeting date on the 13th. The amendment has been made to the budget schedule.

Hoekstra made a motion with support by Barensse to approve the budget schedule with the

aforementioned amendment.
Motion carried.

22.12.06 FY22 Audit Report

Krystal Benson from Rehmann Robson presented to the Board the 2022 Audit Report. Barensen made a motion with support from Klynstra to approve the Audit Report as presented.
Motion carried.

22.12.07 Adoption of Revised Minimum Operating Standards

Director Thelenwood presented to the Board the Revised Minimum Operating Standards. The standards have been under revision since mid-2021 and have since been reviewed by the Operations Committee, legal team, tenants, consultant Mead & Hunt, and the Airport Board. Additionally, the Minimum Operating Standards have been posted to the Airport Authority website for public feedback. The main intention for the revision was to establish clear categories for defining operators on field to differentiate between single service, limited service, and full service FBOs. Jackson Airport's Minimum Operating Standards were used as a foundation for revision.

Barensen offered formatting revisions and clarifying amendments to the document.

Keeter made a motion with support by Barensen to adopt the revised Minimum Operating Standards with the recommended amendments subject to attorney approval.
Motion carried.

22.12.08 Proposal for New Flight School

VanLaar introduced Rick Thompson to the Board, the Chief Flight Instructor who has been with the FBO for the last 13 years. Mr. Thompson indicated interest in breaking away from the FBO to operate a new flight school, 4One Air, as an independent entity. In doing so, he would maintain the flight school's current structure and looks forward to increased outreach with local schools. 4One Air is starting out with five instructors and four aircraft and will continue to operate out of the FlightLevel hangar.

Tyler Vandenbrand commented in support highlighting the additional benefit of Mr. Thompson having purchased two of the aircrafts FlightLevel had a lease back agreement for Flight School training. The lease agreement previously limited flight hours and under the ownership of Mr. Thompson offers increased capacity for pilots in training. This draft agreement has been reviewed by the operations committee.

Hoekstra made a motion with support by Barensen to approve 4One Air's New Flight School proposal subject as to form by the attorney.
Motion carried.

22.12.09 Staffing Review

The Airport Authority Board heard a proposal to expand the responsibility and role of the Sustainability and Operations Specialist from part time 25 hour per week to full time. Given concerns about budgetary impacts of this position, the Board voted to authorize a pay increase

of \$30.00/hour for the role and allow up to 40 hours per week with PTO, but no benefits.

Corbin made a motion with Support by Klynstra to approve the proposed changes to the Sustainability and Operations Specialist as amended by the Board.

22.12.10 Mid-year budget amendments

Sarah Kuiper of the City of Holland's Finance office prepared the Mid fiscal year budget Amendments for review by the Board. The city sought approval for a new fund for capital projects which offers a reclassification of two line items with no financial impact to the Airport budget.

Klynstra made a motion with support by Brandsen to approve the budget amendment. Motion carried.

22.12.11 USDA Contract Renewal

The Airport Authority has partnered with the USDA over the course of the last year for wildlife management services. The proposal presented to the Board was the same proposal as first reviewed by the Board in December of 2021. Under a contract renewal, the USDA would operate under a \$10,000 budget to provide wildlife services and continue to mitigate health and safety hazards on the airfield. Amendments to the proposal and to the approved budget will be subject to review and approval by the Board if deemed necessary.

Barense made a motion with support by Keeter to renew the contract between the Airport Authority and the USDA for wildlife services.

22. 12.12 FBO Progress Report

Peter Eichlaey presented FlightLevel's progress report noting a decrease in gas sold in November due to persistent cross winds and spikes in gas rates over the last month which are currently trending back down. Total gallons of gas sold is currently up over December last year and up about 10% overall on comparative months since FlightLevel began service in July 2021. Maintenance continues to have vacancies to fill which should hopefully be alleviated once the Northern Jet transaction closes. The option to purchase the western half of FlightLevel's hangar, currently held by Ron Ludiema, will be part of the Northern Jet transaction. There may be additional opportunity to expand the maintenance department if demand is there but that will be under Northern Jet's jurisdiction following the sale.

Quorum was no longer met amongst present Board members and therefore no action could be taken on this item.

22.12.13 FBO Report

Tyler Vandenbrand presented the FBO report to the Board noting the October incident with an aircraft which caught a crosswind and was blown off the runway. As a result of tireless efforts by a dedicated team, the runway was reopened as quickly as possible. Vandenbrand also noted the FBO's investment in snow removal equipment and winter readiness to prepare for inclement weather.

Quorum was no longer met amongst present Board members and therefore no action could be

taken on this item.

22.12.14 Financial Reports

Quorum was no longer met amongst present Board members and therefore no action could be taken on this item.

22.12.15 Updates from Board

None at this time.

22.12.16 Other Business

a. Reclassification: Staff still working through this and connecting with FAA to push the conversation forward to appeal the decision to reclassify WMRA as a regional airport from national status.

b. Snow removal: Questions and pressure from super users received regarding ice and snow removal. Flightlevel's invested north of 30,000 maintaining current removal equipment but the biggest challenge is ice on the airfield which the field maintenance team is constantly working to mitigate.

c. Strategic plan: Boileau expects to have the strategic plan before the next meeting. Once finished it will be reviewed by committees before presented to the Board for final review.

d. Northern Jet: Expecting to close on the sale before the next Board meeting

e. Parcel K: Looking to close in January

f. Other parcel updates: Parcels B & C have been reclassified as airport zones for aviation related business. Parcel K was rezoned from airport to industrial.

Adjourn

Meeting Adjourned at 1:09 p.m.

Minutes Approved: (Secretary)

Date:_____

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January 9th, 2023

REPORT 3

To: West Michigan Airport Authority Board.
From: Amanda VanLaar, Sustainability and Operations Specialist.
Subject: **Election of Officers for 2023.**

The Airport Authority by-laws require annual election of the Board Chairperson, Vice-Chairperson, Secretary and Treasurer. The 2022 holders of these positions are:

Chairperson	Russ Sylte, Park Township
Vice-Chairperson	Scott Corbin, City of Holland
Secretary	Beth Blanton, City of Zeeland
Treasurer	Lynn McCammon, City of Holland Finance Director

The process for electing Officers is as follows:

1. The **Chairperson** opens the floor for nominations for one position at a time.
2. Individual **Board members may make a nomination** simply by saying "I nominate _____ for the position of _____. **A second is not needed for a nomination.**
3. Once all nominations are received, the **Chairperson closes** the nominations for the position.
4. Then a Board member may make a motion to elect any one of the nominees for the particular position. **This motion needs to be seconded.** If the motion is seconded and receives at least 5 votes, this nominee is elected to the position. The remaining nominees, if any, are not voted on.
5. If none of the nominees receives 5 votes, then the process starts anew.

This process is followed for each position. The Treasurer position has typically been filled by the City of Holland Finance Director since this office is responsible for overseeing the finances of the Authority.

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Report 5

To: West Michigan Airport Authority Board.
From: Aaron Thelenwood, Authority Director
Subject: **Approval of transfer of Entity Partners Lease to FlightLevel Aviation**

Currently FlightLevel leases a hangar building on Geurink Blvd. from Entity Partners (Ron & Linda Ludema) for aircraft storage and maintenance as part of the services they provide under the current FBO Agreement. This Building, owned by Entity Partners, is situated on a 51,759.03 square foot parcel owned by the Airport Authority and leased to Entity Partners.

Under the terms of the lease agreement held between FlightLevel and Entity Partners, FlightLevel can execute an option to purchase the Building from Entity Partners. FlightLevel has decided to execute this option. As the building in question is on property leased from the Airport Authority, under the terms of the lease the Airport Authority would need to approve a transfer of the current lease between the Authority and Entity Partners as well as review the sale, with the final sale being subject to approval by the Airport Authority. Federal grant assurances held by the Authority require that the Authority ensure airport property is used to support active aviation and, in turn, the airport is obligated to review the sale of any assets built on airport owned land; however, the Board's approval cannot be unreasonably withheld.

Given the intent of Entity Partners is to sell to the current FBO, that both parties are amenable, and that the hangar building will continue to be used for aviation related purposes, it's clear the sale will continue to support active aviation on field, and meets the Airports obligations to relevant FAA grant assurances.

This proposal has been reviewed by the Building & Development Committee and they recommended submitting the proposal to the Board for Approval, subject to final review and approval as to form by the Airport Authority's attorney.

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Recommendation

It is recommended that the Airport Authority approve the hangar sale and the transfer of Entity Partners Lease to FlightLevel Aviation as presented, subject to final approval as to form by the Airport's Attorney.

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.

AGREEMENT FOR PURCHASE AND SALE OF HANGAR

THIS Agreement for Purchase and Sale of Hangar ("Agreement") is made this _____ day of November 2022 by and between **ENTITY PARTNERS, LLC, a Michigan limited liability company, whose address is A-6325 143rd Avenue, Holland, MI 49423 ("Seller")**, and **ARR Aviation BIV, LLC, a Massachusetts limited liability company, whose address is 12 Black Rock Drive, Hingham, MA, 02043 ("Buyer")**. In consideration of the mutual covenants herein contained, IT IS AGREED:

1. **Agreement.** Seller owns a hangar at the West Michigan Regional Airport (the "Hangar"), which is located on real property owned by the City of Holland and leased to the West Michigan Regional Airport Authority, a community airport authority formed under Act 206 of the Public Acts of 1857, whose address is 60 Geurink Blvd, Holland, MI 49423 ("Airport Authority"). The legal description for the property on which the Hangar is located is attached on Exhibit A (hereinafter called the "Property"). The Airport Authority subleases the Property to Seller (the "Sublease"). Seller agrees to sell and Buyer agrees to purchase the Hangar, upon the terms and conditions in this Agreement. Seller also agrees to assign its interest in the Sublease to Buyer, and Buyer agrees to assume Seller's interest in the Sublease, upon the terms and conditions in this Agreement. The sale of the Hangar and the assignment of the Sublease is subject to encumbrances, conditions, covenants, easements, restrictions and rights-of-way, whether or not of record, affecting the Hangar, Sublease and Property, and such matters as might be disclosed by inspection or survey and to zoning ordinances and other laws, ordinances and regulations applicable to the Hangar, Sublease and Property, including but not limited to FAA and MDOT rules and regulations.

2. **Purchase Price.** The purchase price of Nine Hundred Thousand Dollars (\$900,000.00) shall be paid in cash on or before closing.

3. **Title Insurance.** Seller shall furnish to Buyer, at Seller's expense, a commitment for an owner's policy of title insurance in the amount of the purchase price of the Hangar showing Seller to have title, subject to conditions set forth in the following paragraph 4, committing the title insurance company to issue, upon conveyance of the Hangar, an owner's title insurance policy insuring such title, subject to standard ALTA title exceptions, in Buyer in the amount of the purchase price. The initial title insurance commitment shall be updated through date of closing and recordation of the conveyance.

4. **Conditions on Conveyance.** The conveyance shall be subject to encumbrances, conditions, covenants, easements, restrictions and rights-of-way, whether or not of record, affecting the Hangar, Sublease and Property, and such matters as might be disclosed by inspection or survey and to zoning ordinances and other laws, ordinances and regulations applicable to the Hangar, Sublease and Property, including but not limited to FAA and MDOT rules and regulations.

5. **Condition of Hangar.** The Hangar, including the fixtures thereon, has been fully inspected by the Buyer since Buyer has been occupying the Hangar. Buyer is not relying upon any representation by the Seller to Buyer or Buyer's agent concerning the state or condition of improvements, or their age or any other matter concerning them, oral or in writing, as an inducement to the making of this Agreement. Buyer acknowledges Buyer is taking the Hangar "AS IS" and assumes all responsibility for the condition of the Hangar, whether known or not.

6. **Personal Property.** The purchase price shall not include any personal property or equipment now located on the Property. Any personal property of Seller now located on the Property shall be removed by the Seller no later than the closing.

7. **Item to be Completed before Closing.** The conveyance is subject to and contingent upon approval by the Airport Authority, including approval of the assignment of the Sublease between the Airport Authority and the Seller, performance of the terms the Fixed Base Operator Agreement between the Airport Authority and Buyer, and performance of any and all other agreements and obligations entered into between Seller and Buyer. Buyer shall assume all obligations of the Seller under the Sublease. To the extent necessary, Buyer agrees to obtain approval from the Airport Authority no later than January 31, 2023.

8. **Closing.** This transaction for the purchase and sale of the Hangar shall be closed at the offices of Sun Title Insurance Company, or at such other location as Buyer and Seller may agree, on or before January 31, 2023. The risk of loss shall transfer to the Buyer at closing, regardless of when possession is delivered. The parties to this Agreement shall each in good faith comply with applicable laws concerning the completion of the closing of the sale and purchase of the Hangar and assignment of the Sublease. Failure of either party to so comply will entitle the other party to declare a breach of this Agreement by the party failing to comply and the provisions of this Agreement concerning default may be invoked.

9. **Delayed Closing.** If the closing of the sale is delayed by reason of delays in title work, or title defects which can be readily corrected, or if the conveyance is contingent on approval by the Airport Authority, but is delayed in consummation of the transaction, then an extension of thirty (30) days shall be allowed for closing.

10. **Delivery of Deed and Payment of Purchase Price.** At closing, Buyer shall pay to Seller in certified funds, the purchase price, less the amount of earnest money previously deposited with Seller, and any credits reflected on a closing statement in conformance with this Agreement, and shall assume the Sublease; and, simultaneously, Seller shall deliver a duly executed assignment of the Sublease and an executed deed, conveying marketable fee simple title, subject to easements and restrictions of record, conditions that would be disclosed by an accurate survey or inspection of the Hangar, standard ALTA title exceptions reflected in the title insurance commitment, and any lien for taxes not yet billed.

11. **Costs.** The Seller shall pay for any fee to record any document to clear title, the owner's policy of title insurance, transfer taxes, and one-half (1/2) of any closing fee charged by the title company. Buyer shall pay for any fee to record the deed and one-half (1/2) of any closing fee charged by the title company.

12. **Possession.** Buyer already has possession and shall be responsible for all utilities billed both before and after the closing.

13. **Real Estate Taxes.** Buyer shall pay all real estate taxes, if any, billed for the Property before and after the closing occurs, and shall pay all real estate taxes first billed for the Property in all calendar years following the year in which the closing occurs.

14. **Assessments.** Buyer shall pay at or before closing, all assessments which are due or are a lien against the Hangar regardless of whether such assessments would otherwise be payable in installments. Buyer shall be responsible for all assessments first assessed after the date of closing.

15. **Division Rights.** There will be no division rights included under Section 108(2), or Section 108(3), of the land division act, Act No. 288 of the Public Acts of 1967.

16. **Commissions.** The parties represent to one another that no brokers are involved in this transaction who are entitled to a commission. If any broker makes a claim for payment in connection with this transaction against a party that had not retained the broker, the party that had retained the broker shall indemnify and hold harmless the other party from any amount the other party may be required to pay to the broker, and, without limitation, the legal costs and reasonable attorneys' fees expended to defend against such claim.

17. BUYER ACKNOWLEDGES AND AGREES THAT IT IS BEING GIVEN THE FULL OPPORTUNITY TO INSPECT AND INVESTIGATE EACH AND EVERY ASPECT OF THE HANGAR, EITHER INDEPENDENTLY OR THROUGH AGENTS OF BUYER'S CHOOSING. UPON CLOSING, BUYER SHALL ASSUME THE RISK THAT ADVERSE MATTERS, INCLUDING BUT NOT LIMITED TO ADVERSE PHYSICAL AND ENVIRONMENTAL CONDITIONS, MAY NOT HAVE BEEN REVEALED BY BUYER'S INVESTIGATIONS, AND BUYER, UPON CLOSING, SHALL BE DEEMED TO HAVE WAIVED, RELINQUISHED AND RELEASED SELLER FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, CAUSES OF ACTION (INCLUDING CAUSES OF ACTION IN TORT), LOSSES, DAMAGES, LIABILITIES, COSTS AND EXPENSES OF ANY AND EVERY KIND OR CHARACTER, KNOWN OR UNKNOWN, WHICH BUYER MIGHT HAVE ASSERTED OR ALLEGED AGAINST SELLER AT ANY TIME BY REASON OF OR ARISING OUT OF ANY LATENT OR PATENT CONSTRUCTION DEFECTS OR PHYSICAL CONDITIONS, VIOLATIONS OF ANY APPLICABLE LAWS AND ANY AND ALL OTHER ACTS, OMISSIONS, EVENTS, CIRCUMSTANCES OR MATTERS REGARDING THE HANGAR.

18. BUYER WARRANTS AND ACKNOWLEDGES TO AND AGREES WITH SELLER THAT BUYER IS PURCHASING THE HANGAR IN ITS "AS-IS, WHERE IS" CONDITION "WITH ALL FAULTS" AND DEFECTS, KNOWN OR UNKNOWN, AS OF THE CLOSING DATE, AND SPECIFICALLY AND EXPRESSLY WITHOUT ANY WARRANTIES, REPRESENTATIONS OR GUARANTEES, EITHER EXPRESS, STATUTORY OR IMPLIED, AS TO ITS CONDITION, FITNESS FOR ANY PARTICULAR PURPOSE, OR MERCHANTABILITY. SELLER SPECIFICALLY DISCLAIMS ANY WARRANTY, GUARANTY OR REPRESENTATION, ORAL OR WRITTEN, PAST OR PRESENT, EXPRESS, STATUTORY OR IMPLIED WHATSOEVER. BUYER ACKNOWLEDGES AND AGREES THAT ANY INFORMATION PROVIDED BY OR ON BEHALF OF SELLER WITH RESPECT TO THE HANGAR WAS OBTAINED FROM A VARIETY OF SOURCES AND THAT

SELLER HAS NOT MADE ANY INDEPENDENT INVESTIGATION OR VERIFICATION OF SUCH INFORMATION AND MAKES NO SUCH REPRESENTATIONS AS TO THE ACCURACY OR COMPLETENESS OF SUCH INFORMATION. SELLER IS NOT LIABLE OR BOUND IN ANY MANNER BY ANY ORAL OR WRITTEN STATEMENTS, REPRESENTATIONS OR INFORMATION PERTAINING TO THE HANGAR, OR THE OPERATION THEREOF, FURNISHED BY ANY PERSON OR ENTITY. BUYER FURTHER ACKNOWLEDGES AND AGREES THAT BUYER HAS BEEN DULY REPRESENTED BY COUNSEL IN CONNECTION WITH THE NEGOTIATION OF THIS AGREEMENT. SELLER HAS MADE NO AGREEMENT TO REPAIR OR IMPROVE THE HANGAR.

19. **Limitation of Liability.** Except as provided herein, in no event shall any party be liable to the other party or any third party in contract, tort, or otherwise for incidental or consequential damages of any kind, including, without limitation, punitive or economic damages or lost profits, regardless of whether any party shall be advised, shall have other reason to know, or in fact shall know of the possibility. Buyer agrees that Buyer expressly waives any right to file a contribution claim for clean-up, remediation, or other environmental responsibilities Buyer may incur against Seller under the contribution claims provision of NEPRA and the Comprehensive Environmental Response, Compensation, and Liability Act.

20. **Time of the essence.** Time is of the essence in the performance of this Agreement.

21. **Amendment.** This Agreement may not be amended, altered, or modified unless done so in writing by the person against whom enforcement of any waiver, change, modification, or discharge is sought.

22. **Entire Agreement.** This Agreement contains all the representations and statements by each party to the other and expresses the entire understanding between the parties with respect to the transactions contemplated. All prior communications concerning the subject matter are merged in and replaced by this Agreement.

23. **Enforceability of this Agreement.** This Agreement shall be binding upon and specifically enforceable by the parties hereto and their heirs, personal representatives, administrators, successors and assigns. This Agreement may be signed in counterparts and signatures transmitted by electronic or digital communication shall be deemed to be original. This Agreement shall be effective when signed by both parties, with the date of this Agreement being the date the latter to sign has signed and delivered a signed original to the other party.

24. **Representation of Parties.** The Buyer acknowledges that Mark H. Zietlow & Associates PLC, a Michigan professional limited liability company, drafted this Agreement as counsel to the Seller. The law firm recommends that the Buyer seek the advice of an independent attorney prior to executing this Agreement. The Buyer hereby specifically acknowledges that the law firm is not representing the Buyer with respect to this Agreement and further understands the purpose of this notice and the recommendation received.

The parties hereto have executed this Agreement as of the day and year first written above.

ENTITY PARTNERS LLC

Dated: _____

By _____
Ronald P. Ludema, its Manager

"Seller"

ARR AVIATION BIV, LLC
By: ARR Aviation III, LLC, its Manager

Dated: _____

By: Alan R. Radio
Its: Manager

"Buyer"

Exhibit A

Part of the Southwest 1/4 of Section 8, Town 4 North Range 15 West, City of Holland, Allegan County, Michigan described as beginning at a point distant from the West 1/4 corner of Section 8, South 01 degree 52 minutes East 711.97 feet along the West line of Section 8; thence North 88 degrees 08 minutes 00 seconds East 697.33 feet; thence North 78 degrees 59 minutes 03 seconds East 23.91 feet; thence South 11 degrees 00 minutes 57 seconds East 349.34 feet; thence South 78 degrees 59 minutes 03 seconds West 245.28 feet to the point of beginning of this description and proceeding thence South 78 degrees 59 minutes 03 seconds West 187.14 feet; thence North 02 degrees 42 minutes 28 seconds West 329.89 feet; thence North 88 degrees 08 minutes 00 seconds East 141.38 feet; thence South 10 degrees 59 minutes 39 seconds East 303.95 feet to the point of beginning.

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January 9th, 2023

Report 6

To: West Michigan Airport Authority Board.

From: Aaron Thelenwood, Authority Director.

Subject: **Approval Resolution Supporting the Release of Parcel K from the Master Lease and Related Lease Amendment**

As part of the final closing process on the sale of Parcel K, the Airport Authority will need to approve a resolution formally documenting its support of the release of Parcel K from the ground improvement lease between the Airport & City of Holland. This resolution documents a mutual agreement between the Airport the City of Holland to remove the property from the lease.

In addition, the Airport Authority also needs to review for approval a formal amendment to the Lease Agreement with the City of Holland listed above, outlining the removal of Parcel K from the master lease.

Under the final sale of Parcel K, the Airport and the City of Holland will maintain both an aviation easement for the airspace above the parcel that will continue to be effected by the approach plan and an easement to allow continued access to airport lights north of the parcel for maintenance purposes and a City owned agricultural lease. The final resolution and amendment will be subject to final approval as to form by the Airport and City attorneys respectively.

Recommendation

It is recommended that the Airport Authority Board approve the Resolution Supporting the Release of Parcel K from the Master Lease and Related Lease Amendment as presented, subject to final approval as to form by the Airport's Attorney.

**RESOLUTION OF THE WEST MICHIGAN AIRPORT AUTHORITY
SUPPORTING THE RELEASE OF “PARCEL K” FROM THE
GROUND AND IMPROVEMENTS LEASE DATED MARCH 26, 2012
BETWEEN THE CITY OF HOLLAND
AND THE
WEST MICHIGAN AIRPORT AUTHORITY**

At a regular meeting of the West Michigan Airport Authority Board at the Airport Meeting Center, 60 Geurink Boulevard, Holland, MI 49423, on the ____ day of _____, 2023.

PRESENT: _____

ABSENT: _____

Board Member _____ offered the following Resolution and moved for its adoption. The motion was seconded by Board Member _____.

RESOLUTION

WHEREAS, the West Michigan Airport Authority (“Authority”) has received a request from the City of Holland, a municipal corporation of Ottawa and Allegan Counties (“City”) to release “Parcel K”, as legally described on the attached **Exhibit A**, from the Ground and Improvements Lease between the City, as lessor, and the Authority, as lessee, dated March 26, 2012 (“Master Lease”);

WHEREAS, the Authority has reviewed the request and documentation relating to the sale of Parcel K by the City to Circle K Holdings, LLC, and related avigation and access easements being given by Circle K Holdings, LLC to the City;

WHEREAS, the Authority has determined that it is in the best interest for the operation of the West Michigan Regional Airport to approve the release of Parcel K from the Master Lease pursuant to an amendment to the Master Lease;

NOW THEREFORE, the Authority adopts the following resolution:

1. The Authority consents to the release of Parcel K from the Master Lease between the City, as lessor, and the Authority, as lessee, dated March 26, 2012. The Director & Airport Manager, Aaron Thelenwood, is authorized and directed to sign such documents, as approved by legal counsel for the Authority, to effectuate the terms and conditions of this paragraph.

2. The amendment to the Master Lease to release Parcel K, and any other documentation as may be necessary to effectuate the terms and conditions of the previous paragraph, are subject to final approval as to form by the Authority's attorney.

IT IS FURTHER RESOLVED all actions have been taken by or on behalf of the Authority, to the extent they are inconsistent in any way with the provisions of this Resolution are hereby ratified and affirmed to the same extent as if such actions had been hereafter taken; and all resolutions and parts of resolutions, in so far as they conflict with the provisions of this Resolution are hereby rescinded to the extent of such conflict.

After discussion, the vote was:

AYES: _____

NAYS: _____

ABSENT: _____

A sufficient majority having voted therefore, the Resolution Approving the Release of “Parcel K” from the Ground and Improvements Lease Dated March 26, 2012 between the City of Holland and the West Michigan Airport Authority, was adopted.

WEST MICHIGAN AIRPORT AUTHORITY

Dated: _____, 2023

By _____

Its _____ Clerk _____

CERTIFICATE

STATE OF MICHIGAN)
)ss
COUNTY OF OTTAWA)

I, the undersigned, the duly qualified Clerk of the Board of Directors of the West Michigan Airport Authority, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Directors of the West Michigan Airport Authority, held on the ____ day of _____, 2023, insofar as the same relates to the Resolution Approving the Release of “Parcel K” from the Ground and Improvements Lease dated March 26, 2012, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in full compliance with Act 267, Public Acts of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this ____ day of _____, 2023.

West Michigan Airport Authority

By: _____

Its: _____ Clerk _____

AMENDMENT TO GROUND AND IMPROVEMENTS LEASE

THIS AMENDMENT TO GROUND AND IMPROVEMENTS LEASE (“Amendment”) is entered into this ____ day of _____, 2023, by and between the **WEST MICHIGAN AIRPORT AUTHORITY**, a community airport authority formed in accordance with Act 206 of the Public Acts of 1957, as amended, MCL 259.621 (the “Lessee”) and the **CITY OF HOLLAND**, a Michigan Municipal Corporation of Ottawa and Allegan Counties, Michigan (the “Lessor”).

RECITALS

On March 26, 2012, the Lessor and Lessee entered into a lease (the “Lease”), a copy of which is attached hereto in **Exhibit A**, with respect to certain property consisting of 514.01+/- acres, located in the City of Holland and the Township of Fillmore, Allegan County, Michigan (the “Property”).

The Lessor has entered into a purchase agreement to sell a portion of the Property, which is legally described below (“Parcel K”).

Lessor and Lessee desire to amend the Lease to release Parcel K from the Lease, as more particularly set forth below.

AMENDMENT

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Lessor and Lessee agree to amend the Lease as follows:

Schedule A and Schedule B of the Lease are hereby amended to remove Parcel K, legally described as follows, and Parcel K shall no longer constitute part of the Property or be subject to the Lease between the parties:

Part of the Southwest 1/4 of Section 9, Town 4 North, Range 15 West, City of Holland, Allegan County, Michigan, described as: Commencing at the Southwest corner of said Section; thence South 89 degrees 48 minutes 46 seconds East 1412.19 feet along the South line of said Section to the Point of Beginning; thence North 05 degrees 56 minutes 42 seconds West 1009.47 feet along the East line of the CSX Railroad right-of-way; thence North 80 degrees 53 minutes 23 seconds East 760.52 feet; thence North 89 degrees 25 minutes 13 seconds East 571.84 feet; thence South 00 degrees 43 minutes 17 seconds East 276.36 feet along the North-South 1/4 line of said Section; thence North 89 degrees 48 minutes 46 seconds West 660.00 feet; thence South 00 degrees 43 minutes 17 seconds East 758.99 feet; thence North 89 degrees 48 minutes 46 seconds West 165.10 feet; thence South 00 degrees 43 minutes 17 seconds East 99.01 feet; thence North 89 degrees 48 minutes 46 seconds West 407.37 feet along said South line to the Point of Beginning. Subject to highway right-of-way for 64th Street over the Southerly most 33.00 feet thereof. Parcel No.: 53-02-09-300-001.

All other terms and conditions of the Lease not amended hereby shall remain in force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the day and year first above written.

LESSOR:

CITY OF HOLLAND, a Municipal Corporation

By _____
Nancy DeBoer, Mayor

By _____
Kathy Grimm, City Clerk

LESSEE:

THE WEST MICHIGAN AIRPORT AUTHORITY

By _____
Aaron Thelenwood, its Director & Airport
Manager, MPA

Approved as to Form:

Vincent L. Duckworth
City Attorney
Dated: _____, 2023

This instrument prepared by:
Vincent L. Duckworth
Cunningham Dalman, P.C.
Attorneys at Law
321 Settlers Road
P.O. Box 1767
Holland, MI 49422
Telephone: (616) 392-1821

EXHIBIT A

(Ground and Improvements Lease)

West Michigan Airport Authority

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

Comprising City of Zeeland, Park Township and City of Holland



January 9th, 2023

Report 7

To: West Michigan Airport Authority Board.

From: Aaron Thelenwood, Authority Director.

Subject: Approval of Waiver from Insurance Requirements for 4One Air Flight School

At the December 12th, 2022 Airport Authority Board meeting the Board approved a proposal for 4One Air to operate a Flight School at West Michigan Regional Airport as a Tier 1 (single service) FBO. Typically, as part of the Airport's insurance requirements, an FBO is required to carry a \$5M general liability policy. Unfortunately, 4One Air has been unable to find a carrier who is willing to underwrite a flight school of this size for this amount. Staff have asked the Airport's insurance broker (AJ Gallagher) to review possible solutions as well and their Aviation division also confirmed that a small Flight School, with single engine aircraft, will be unable to find an underwriter for a \$5M general liability policy. Flight schools in the aviation marketplace have much more restricted limits and carriers are typically not willing to provide higher limits.

Based on conversations with our broker, we identified options for a waiver from the \$5M general liability requirement, subject to the following contingencies below:

- If the board approves the revision to the Flight School agreement allowing \$1M general liability then the Flight School would be required provide a copy of the waiver they will have every student review and sign. Waiver would include strong hold harmless and indemnification wording, similar to what's required in other airport agreements, protecting the Airport, it's staff, officers, and member communities.
- 4One Air's current agent price out the cost and consider increasing the Passenger Sublimit from \$100,000 to \$1,000,000.
- 4One Air's current agent revises the waiver of subrogation to be included on the liability portion instead of the physical damage.
- The airport reserves the right to reevaluate at any time or on an annual basis in the event the Flight School's exposure does change and would allow for review for potential higher limits based on the increase exposure.

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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If there are any significant proposal changes from what's described above, the waiver will be resubmitted to the Board for reconsideration of approval.

Recommendation

It is recommended that the Airport Authority Board approve the Waiver from Insurance Requirements for 4One Air Flight School as described above, and subject to final approval as to form by the Airport's Attorney.

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January 9th, 2023

REPORT 8

To: West Michigan Airport Authority Board.
From: Amanda VanLaar, Sustainability and Operations Specialist.
Subject: **Adoption of Reimbursement of Fee Policy.**

The past two years have seen significant change and growth at West Michigan Regional Airport, which has also required increased engagement of professional service providers for legal and engineering review. Some examples include: contract and lease transfers as well as engineering work associated with private development projects. As such, the Airport Authority has accrued substantial costs associated with these projects through legal consultation, engineering, and other related fees. Typically, it's been the standard practice to seek reimbursement for professional service fees as part of the final approval of projects by the Board. This was the case with the Flyby Air FBO Transfer and Fogg Hangar project, for example.

Despite being the standard practice, the Airport does not currently have an established policy in place for the recoupment of fees for professional services outside of the Airport's standard operations. The proposal today would be to establish a policy to recoup 100% professional service fees (legal, engineering, etc.) incurred by the Airport Authority for projects that fall outside of the Airport Authority's standard operational and airport management responsibilities. Items outlined above would be good examples of when reimbursement would be sought whereas items associated with enforcement of airport rules and regulations or those associated with standard airport duties would not be sought for reimbursement; unless otherwise stipulated in a standing agreement.

It is in the best interest of the Airport Authority as a steward of public funds to establish and adopt a formal policy to seek recoupment of such fees when necessary. Attached to this report is a draft policy to be included as an amendment to the Airport's Purchasing Policy for the Board to consider for adoption, subject to final approval as to form by the Airport's Attorney.

This policy comes at the recommendation of the Airport's Operations Committee.

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Recommendation: It is recommended that the Board adopt the Reimbursement of Fee Policy as presented, subject to final approval as to form by the Airport's Attorney.

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Reimbursement of Fee Policy - DRAFT

When the Airport Authority is required (either directly by law or at its sole discretion) to utilize professional services as a result of a request by a third party entity, the Airport Authority will seek reimbursement of 100% of fees incurred through utilization of such professional services from the requesting party. This includes any costs incurred by the Airport which are of a nature that exists outside of the standard scope and operational responsibilities of the Airport Authority in its role of administering operations at the West Michigan Regional Airport. Examples can include, but are not limited to engineering reviews, consulting services, construction, and legal fees.

In cases of enforcement action, or similarly related responsibilities of the Airport Authority, The Party in question may not be required to submit reimbursement unless stipulated otherwise in an existing contract or agreement. The Airport Authority, at its sole discretion, reserves the right to waive this requirement in total or by some established percentage.

[Final Language to be reviewed by legal counsel]

VALUE STATEMENTS



ECONOMIC GROWTH

We drive business forward. We advocate for West Michigan businesses and their growth in the global economy.



STEWARDSHIP

Our community depends on us to be good stewards of the resources entrusted to us.



PARTNERSHIP

We value partnerships within the aviation industry and with community businesses, schools, organizations and residents.



EXCELLENCE

With beautiful facilities, well-maintained runways and an unwavering commitment to safety, pilots and patrons choose us for the best flight experience.



INNOVATION

We are leading innovation in aviation for an airport our size. Other airports look to us to see what's next.

MISSION

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.

10 YEAR VISION

Complete: June 30, 2033

The airport will be known & recognized as a destination to the community.

The Airport Authority will have additional supporting communities. By 2033, Holland Township, Zeeland Township, Laketown Township, and Fillmore Township will financially support WMRA with millage funding.

WMRA will grow total operations to 100,000 per year. Operations will include both fuel and EV powered flights. [~70,000 Fuel Operations per year and 30,000 EV Operations per year]

KBIV will continue to have a single runway with supporting EVtol Infrastructure.

KBIV will be the airport of choice for services including maintenance, charter & flight school. We will have two 2-tier FBOs and supporting single service FBOs. The authority will own key equipment and manage maintenance operations.

KBIV will support a diverse group of aviation related businesses including manufacturing, commercial applications and services within the North Business Park development.

KBIV will be a trade talent pipeline for the aviation industry with on-site educational partnerships.

KBIV will have air taxi services available. KBIV will capture 50% of leisure travel and ~100% of business travel from the lakeshore. Our facility will be able to support increased travel with amenities like ground travel and on-site restaurants.

The United States Coast Guard will have an established presence on-site and offer resident emergency services. We will have homeland security and customs on premise.

3 YEAR VISION

Complete: June 30, 2026

By Summer of 2026, our five person team will work with two tier-3, full-service FBO's to provide excellent service to all WMRA users.

With over 45,000 operations, we will exceed the "National" aviation requirements.

The North Business Park will be half-developed with three buildings including hangars, aviation manufacturing and spec space.

After completing our feasibility study, the authority's ALP will include a verti-port.

Our supporting municipalities will include 5 local areas: City of Holland, City of Zeeland, Park Township, Holland Township, and Zeeland Township. Both Holland Township and Zeeland Township will be on the 2024 election ballot.

Local residents and small businesses will have flight options available through air taxi services.

WMRA will have educational resources and partners on-site.

1 YEAR PRIORITIES

Complete: June 30, 2024

1. Stabilize FBO Services
2. Get operations back to and maintained at National GA Designation Level
3. Increase operations to 40,000 (July 1st, 2023- June 30th, 2024)
4. Increase staffing- 2 FTE
5. Flight school established
6. Establish a KPI Dashboard for monitoring metrics
7. North Taxi Lane construction complete
8. Millage campaign for additional municipalities in full swing for November ballot
9. Complete Baseline Feasibility study for EVtol
10. Community engagement & visioning process ½ way complete
11. Established clear directions for North Business Park Taskforce
12. Complete on-ground transportation study
13. Identify targeted goals for diversifying revenues on field
14. Letter of Intent with Educational Partner

COMPARATIVE AIRPORTS

We've selected 11 comparative airports to watch as we continue to plan for the growth, sustainability and prosperity of West Michigan Regional Airport.

Cherry Capital Airport
Traverse City, MI

Muskegon County Airport
Muskegon, MI

Oakland/Troy Airport
Waterford Township, MI

Willow Run Airport
Ypsilanti, MI

Chicago Executive Airport
Chicago, IL

Waukesha County Airport
Waukesha, WI

Punta Gorda Airport
Punta Gorda, FL

COMPARATIVE COMMUNITY AIRPORTS

Burke Lakefront Airport
Cleveland, OH

Delaware County
Regional Airport
Muncie, IN

John C. Tune Airport
Nashville, TN

Pitt-Greenville Airport
Greenville, NC

STRENGTHS

Excellent facilities
Community support
Located within a strong, growing community
Strong staff and management
Community engagement
Strong financial outlook
Room for growth
Collaboration and partnerships
Board efficiency
Foster & promote competition
Innovative and invested tenants

OPPORTUNITIES

Grow the airport
Partner with growing companies in our region
Innovation
EVTOL
Diversify FBO & responsibilities
Diversify funding
Donor engagement
Flight school
Education partnerships

WEAKNESSES

Current FBO relationship
Funding diversity
Lack of maintenance
Funding constraints
Lack of ground transportation to and from airport
Community awareness
Staffing needs
Limited with international travel

THREATS

Reclassification
FBO/ poor partnership performance
Funding changes: federal, state & local
Technology changes
Pilot shortage
Aviation interest dropping
Cybersecurity/terrorism
Loss of current user
Fuel prices
Economy & inflation
Supply chain issues
Awareness



WEST MICHIGAN
REGIONAL AIRPORT

WMAA MONTHLY FBO REPORT

West Michigan Regional Airport FBO Report FlightLevel BIV December 2022

Total Fuel Gallons Delivered		Current Month Dec 2022	One Year Ago Dec 2021	Fiscal Year To Date 01/01/22-12/31/22	F/Y to Date Compared 01/01/21-12/31/21	
	Avgas	1,247	2,812			
	Jet Fuel	42,805	27,782			
Total Gallons Delivered		44,052	30,594	647,641	597,274	+ 50367

Transplant/Ambulance Flights	0
Wings Of Mercy Operations	2
Freight Flights From/To Holland	2
Freight Weight	1050 lbs
Number of Parts if Known	2 skids

West Michigan Airport Authority

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January 6, 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,

It's bitter sweet to reflect back on 2022 in light of the likelihood that this may well be our last board meeting as FlightLevel. December was another exceptionally strong month. We pumped north of 43,000 gallons of fuel, which surpassed last year's numbers by approximately 12,000 gallons or nearly 40%. This brings the final 2022 tally to just under 650,000 gallons.

Perhaps what is most impressive about the above total, is that the weather we dealt with throughout the month could have drastically hindered our numbers. We dealt with the Christmas Blizzard that paralyzed local travel and grounded thousands of flights across the country. I am beyond thankful for the hard work and dedication of our team on the ground—spearheaded by Mike Krzciok—to ensure the airport remained open throughout the storm. While other local airports fought cancellations, delays, and scheduling debacles, we successfully remained open. On Christmas Eve, our team was able to work around the clock to ensure 4 aircraft were able to arrive/depart as scheduled without any hiccups. This is truly a testament to our team's commitment to the airport and its overall success.

Since the end of July, we pumped over 366,500 gallons. This exceeds our 2021 uplift volume over the same period by more than 30,000 gallons (the applicable period after FlightLevel took over operations), despite arguably having significantly worse weather conditions over this period.

As we continue to gain traction heading into 2023, it's safe to say that the trajectory of FBO related operations at the West Michigan Regional Airport are in an excellent place. There is a niche that the WMRA perfectly matches, and we are beyond thrilled to see where we go in 2023 and beyond.

Blue Skies and Tailwinds,
Tyler VandenBrand
FlightLevel Aviation

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West Michigan Airport Authority

Meeting Date: January 9, 2023

Agenda Item:

Subject: Financial Reports for Six Months Ended December 31, 2022

Prepared By: Sarah Kuiper, City Finance

Recommendation: Accept Financial Reports as information

The West Michigan Airport Authority is six months into fiscal year 2023. The mid-year budget amendments approved at the December meeting were recorded and are reflected on the reports. Attached are Budget Performance Reports for the six months ended December 31, 2022 (50% of year), and the Trial Balance Listing and Fund Equity Reports through December 31, 2022.

Revenues

Operating revenues for the first six months totaled \$446,298.70, or 68% of budget, and are higher than expected due to the timing of winter tax receipts, and also scheduled invoicing for hangar, hangar land and agricultural land leases.

Capital revenues for the first six 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 six months totaled \$318,089.19, or 49% of budget, and are in line with expectations.

Capital expenses for the first six months includes \$550 in final costs paid toward the Runway 8/26 reconstruction and lighting project capitalized in prior years, but otherwise does not reflect current project 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 a fund balance of \$1,238,950.

Assets totaled \$4,037,078 at December 31st, comprised mostly of accounts and lease receivables. The current cash balance is \$1,303,661.

Liabilities totaled \$2,670,468 at December 31st and primarily represent accounts payable, unearned revenue, and deferred inflow of resources-lease. The fund balance at November 30 is \$1,366,310.

WMAA Fund Balance as of 6/30/2022					\$ 1,238,949.84
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	<u>Operating</u>	<u>Capital (999)</u>	<u>EEC Project (546)</u>	<u>Capital Funds (999)</u>	
Year to date Revenues	330,726.76	-	-	-	\$ 330,726.76
Year to date Expenses	277,412.58	550.00	-	-	<u>\$ 277,962.58</u>

Estimated Fund Balance as of 11/30/2022					<u>\$ 1,291,714.02</u>
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	<u>Budget</u>	<u>YTD</u>			
Remaining Operating Revenues	654,400.00	330,726.76			\$ 323,673.24

	<u>Budget</u>	<u>YTD</u>	<u>Encumbrances</u>		
Remaining Operating Expenses (excluding contingences)	542,700.00	277,412.58	-		<u>\$ 265,287.42</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 11/30/2022					<u>\$ 1,245,899.84</u>
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Other Expected Expenses:	<u>Estimated amount</u>	<u>Spent</u>	
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					<u>\$ 1,173,049.84</u>
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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
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	13,019.73	6,380.27	67	20,138.29
450582.C	Contributions from Other Govts From City of Holland	123,100.00	.00	123,100.00	.00	.00	118,763.03	4,336.97	96	115,811.84
450582.P	Contributions from Other Govts From Park Township	120,000.00	.00	120,000.00	16,881.29	.00	16,886.05	103,113.95	14	116,989.72
450582.Z	Contributions from Other Govts From City of Zeeland	63,000.00	.00	63,000.00	.00	.00	59,454.69	3,545.31	94	80,177.58
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	11,449.65	14,050.35	45	24,909.60
460654.5	Franchise Fees Fuel Flowage Fee	70,000.00	.00	70,000.00	4,741.22	.00	41,793.40	28,206.60	60	82,764.66
460654.7	Franchise Fees Landing Fees	30,000.00	.00	30,000.00	1,705.26	.00	15,999.18	14,000.82	53	29,296.91
480665.0	Investment Income General	8,000.00	.00	8,000.00	.00	.00	3,510.69	4,489.31	44	7,694.78
480665.X	Investment Income Market Adjustment	.00	.00	.00	.00	.00	.00	.00	+++	(29,236.73)
480669.A	Rental Airport Business Center	8,800.00	.00	8,800.00	804.39	.00	4,021.95	4,778.05	46	8,750.16
480669.24	Rental Hangar Land Lease	116,000.00	.00	116,000.00	57,961.86	.00	101,645.50	14,354.50	88	64,330.44
480669.25	Rental Agricultural Land Lease	12,600.00	.00	12,600.00	13,528.39	.00	13,528.39	(928.39)	107	13,363.74
480669.26	Rental T-Hangars	58,000.00	.00	58,000.00	14,480.00	.00	43,520.00	14,480.00	75	57,653.33
480671	Lease Interest	.00	.00	.00	.00	.00	.00	.00	+++	15,871.00
490685.1	Recoveries Insurance	.00	.00	.00	.00	.00	.00	.00	+++	2,789.61
490685.2	Recoveries Other Parties	.00	3,000.00	3,000.00	.00	.00	2,702.96	297.04	90	1,656.74
490692.0	Miscellaneous General	.00	.00	.00	.00	.00	3.48	(3.48)	+++	212.54
Department 000 - General Revenues Totals		\$654,400.00	\$3,000.00	\$657,400.00	\$112,392.34	\$0.00	\$446,298.70	\$211,101.30	68%	\$670,269.21
REVENUE TOTALS		\$654,400.00	\$3,000.00	\$657,400.00	\$112,392.34	\$0.00	\$446,298.70	\$211,101.30	68%	\$670,269.21
EXPENSE										
Department 540 - Airport Operations										
710701.0	Payroll-Regular General	141,737.00	.00	141,737.00	5,940.65	.00	37,260.10	104,476.90	26	74,295.56
710707.0	Payroll-Temporary Help General	.00	.00	.00	1,700.00	.00	10,797.50	(10,797.50)	+++	18,172.50
711702.0	Payroll-Vacation/PTO General	11,150.00	.00	11,150.00	349.45	.00	3,276.09	7,873.91	29	8,233.91
711703	Payroll-Holidays	4,800.00	.00	4,800.00	1,018.90	.00	2,067.25	2,732.75	43	2,149.45
711716.1	Insurance Health	18,000.00	.00	18,000.00	250.00	.00	1,500.00	16,500.00	8	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	3,382.68	9,427.32	26	6,774.31
711720	Insurance-Income Protection	1,670.00	.00	1,670.00	(18.50)	.00	(111.00)	1,781.00	-7	779.95
712715	Employer FICA/Medicare Contribution	12,250.00	.00	12,250.00	708.32	.00	4,199.94	8,050.06	34	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	94.00	621.00	13	.10
721730.0	Postage General	.00	.00	.00	.00	.00	21.22	(21.22)	+++	62.03
721740.0	Operating Supplies General	1,000.00	.00	1,000.00	.00	.00	489.26	510.74	49	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



Budget Performance Report

Fiscal Year to Date 12/31/22

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										
721931.0	Bldg & Grnds Maint General	5,000.00	3,000.00	8,000.00	96.00	.00	8,016.76	(16.76)	100	5,532.56
721933.0	Equipment Maintenance General	16,000.00	.00	16,000.00	.00	.00	4,000.00	12,000.00	25	22,085.79
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	7,341.28	.00	25,016.01	14,983.99	63	52,221.47
722804.0	Contractual-Legal General	20,000.00	.00	20,000.00	4,577.50	.00	19,542.50	457.50	98	18,179.00
722805.1	Contractual-Finance Independent Audit	7,900.00	.00	7,900.00	810.00	.00	8,100.00	(200.00)	103	7,900.00
722805.4	Contractual-Finance Financial Service Fees	2,000.00	.00	2,000.00	.00	.00	2,000.00	.00	100	2,000.00
722807.2	Contractual-Architect/Engineer Plan Development	.00	.00	.00	.00	.00	3,137.00	(3,137.00)	+++	8,962.75
722807.5	Contractual-Architect/Engineer Engineering	15,000.00	.00	15,000.00	7,103.65	.00	59,630.05	(44,630.05)	398	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	.00	.00	24,938.64	5,061.36	83	44,593.13
722808.MTCE	Contr-Bldgs&Grnds Maintenance-General Repairs	23,000.00	.00	23,000.00	190.80	.00	12,455.67	10,544.33	54	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	2,580.83	.00	18,094.30	9,905.70	65	27,831.37
722809.62	Contractual-Misc Airport Manager-Tulip City Air	2,000.00	.00	2,000.00	.00	.00	400.50	1,599.50	20	1,657.49
723850.0	Communications Telephone	600.00	.00	600.00	36.99	.00	221.95	378.05	37	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	.00	.00	3,088.23	(88.23)	103	2,405.57
723910.0	Commercial Insurance Premiums General	27,500.00	4,300.00	31,800.00	.00	.00	31,794.00	6.00	100	27,308.00
723920.GAS	Public Utilities Natural Gas	.00	.00	.00	.00	.00	58.36	(58.36)	+++	.00
723920.GATE	Public Utilities Fence Gates	500.00	.00	500.00	44.72	.00	262.79	237.21	53	526.03
723920.LAND	Public Utilities Landing Lights & System	3,500.00	.00	3,500.00	268.62	.00	1,891.89	1,608.11	54	3,311.51
723920.PLOT	Public Utilities Parking Lot Lights	1,000.00	.00	1,000.00	50.07	.00	312.24	687.76	31	1,289.08
723920.RUNW	Public Utilities Runway Lights	5,000.00	.00	5,000.00	546.10	.00	2,695.69	2,304.31	54	5,303.41
723920.THAN	Public Utilities T-Hangars	5,000.00	.00	5,000.00	557.91	.00	2,450.98	2,549.02	49	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	1,000.00	3,000.00	319.28	.00	2,925.56	74.44	98	3,979.92
723961.0	Dues & Subscriptions General	2,000.00	.00	2,000.00	.00	.00	1,618.93	381.07	81	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	235.53	(235.53)	+++	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	\$8,300.00	\$609,900.00	\$35,031.69	\$0.00	\$296,864.62	\$313,035.38	49%	\$503,054.97
Department 541 - Business Center										
721931.GRND	Bldg & Grnds Maint Grounds Maintenance	5,000.00	.00	5,000.00	754.75	.00	2,185.33	2,814.67	44	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	1,189.00	.00	5,453.94	2,046.06	73	10,164.32
723850.0	Communications Telephone	2,600.00	.00	2,600.00	.00	.00	1,200.00	1,400.00	46	2,952.50

Budget Performance Report

Fiscal Year to Date 12/31/22

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										
723850.WIFI	Communications WIFI Internet Connection	2,700.00	.00	2,700.00	.00	.00	2,115.00	585.00	78	3,677.50
723920.BPW	Public Utilities BPW	18,000.00	.00	18,000.00	1,419.06	.00	8,767.32	9,232.68	49	16,663.42
723920.GAS	Public Utilities Natural Gas	4,500.00	.00	4,500.00	950.44	.00	1,502.98	2,997.02	33	6,359.19
Department 541 - Business Center Totals		\$45,300.00	\$0.00	\$45,300.00	\$4,313.25	\$0.00	\$21,224.57	\$24,075.43	47%	\$48,669.54
EXPENSE TOTALS		\$646,900.00	\$8,300.00	\$655,200.00	\$39,344.94	\$0.00	\$318,089.19	\$337,110.81	49%	\$551,724.51
Fund Z01 - WMAA (Airport) General Fund Totals										
REVENUE TOTALS		654,400.00	3,000.00	657,400.00	112,392.34	.00	446,298.70	211,101.30	68%	670,269.21
EXPENSE TOTALS		646,900.00	8,300.00	655,200.00	39,344.94	.00	318,089.19	337,110.81	49%	551,724.51
Fund Z01 - WMAA (Airport) General Fund Totals		\$7,500.00	(\$5,300.00)	\$2,200.00	\$73,047.40	\$0.00	\$128,209.51	(\$126,009.51)		\$118,544.70
Grand Totals										
REVENUE TOTALS		654,400.00	3,000.00	657,400.00	112,392.34	.00	446,298.70	211,101.30	68%	670,269.21
EXPENSE TOTALS		646,900.00	8,300.00	655,200.00	39,344.94	.00	318,089.19	337,110.81	49%	551,724.51
Grand Totals		\$7,500.00	(\$5,300.00)	\$2,200.00	\$73,047.40	\$0.00	\$128,209.51	(\$126,009.51)		\$118,544.70



Budget Performance Report

Fiscal Year to Date 12/31/22

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	(138,000.00)	.00	.00	.00	.00	.00	+++	245,019.74
430502.24	State Grant MDOT State Capital	2,500.00	(2,500.00)	.00	.00	.00	.00	.00	+++	42,233.35
Department 999 - Airport Capital Projects Totals		\$140,500.00	(\$140,500.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$287,253.09
REVENUE TOTALS		\$140,500.00	(\$140,500.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$287,253.09
EXPENSE										
Department 999 - Airport Capital Projects										
Division 045 - Runway										
730974.0	Land Improvements General	213,350.00	(213,350.00)	.00	.00	.00	550.00	(550.00)	+++	341,316.75
Division 045 - Runway Totals		\$213,350.00	(\$213,350.00)	\$0.00	\$0.00	\$0.00	\$550.00	(\$550.00)	+++	\$341,316.75
Department 999 - Airport Capital Projects Totals		\$213,350.00	(\$213,350.00)	\$0.00	\$0.00	\$0.00	\$550.00	(\$550.00)	+++	\$341,316.75
EXPENSE TOTALS		\$213,350.00	(\$213,350.00)	\$0.00	\$0.00	\$0.00	\$550.00	(\$550.00)	+++	\$341,316.75
Fund Z01 - WMAA (Airport) General Fund Totals										
REVENUE TOTALS		140,500.00	(140,500.00)	.00	.00	.00	.00	.00	+++	287,253.09
EXPENSE TOTALS		213,350.00	(213,350.00)	.00	.00	.00	550.00	(550.00)	+++	341,316.75
Fund Z01 - WMAA (Airport) General Fund Totals		(\$72,850.00)	\$72,850.00	\$0.00	\$0.00	\$0.00	(\$550.00)	\$550.00		(\$54,063.66)
Fund Z403 - WMAA (Airport) Capital Projects										
REVENUE										
Department 595 - Airport Projects										
Division 045 - Runway										
420502.24	Federal Grant FAA Capital	.00	138,000.00	138,000.00	.00	.00	.00	138,000.00	0	.00
430502.24	State Grant MDOT State Capital	.00	2,500.00	2,500.00	.00	.00	.00	2,500.00	0	.00
Division 045 - Runway Totals		\$0.00	\$140,500.00	\$140,500.00	\$0.00	\$0.00	\$0.00	\$140,500.00	0%	\$0.00
Department 595 - Airport Projects Totals		\$0.00	\$140,500.00	\$140,500.00	\$0.00	\$0.00	\$0.00	\$140,500.00	0%	\$0.00
REVENUE TOTALS		\$0.00	\$140,500.00	\$140,500.00	\$0.00	\$0.00	\$0.00	\$140,500.00	0%	\$0.00
EXPENSE										
Department 595 - Airport Projects										
Division 045 - Runway										
730974.0	Land Improvements General	.00	213,350.00	213,350.00	.00	.00	.00	213,350.00	0	.00
Division 045 - Runway Totals		\$0.00	\$213,350.00	\$213,350.00	\$0.00	\$0.00	\$0.00	\$213,350.00	0%	\$0.00
Department 595 - Airport Projects Totals		\$0.00	\$213,350.00	\$213,350.00	\$0.00	\$0.00	\$0.00	\$213,350.00	0%	\$0.00
EXPENSE TOTALS		\$0.00	\$213,350.00	\$213,350.00	\$0.00	\$0.00	\$0.00	\$213,350.00	0%	\$0.00
Fund Z403 - WMAA (Airport) Capital Projects Totals										
REVENUE TOTALS		.00	140,500.00	140,500.00	.00	.00	.00	140,500.00	0%	.00
EXPENSE TOTALS		.00	213,350.00	213,350.00	.00	.00	.00	213,350.00	0%	.00
Fund Z403 - WMAA (Airport) Capital Projects Totals		\$0.00	(\$72,850.00)	(\$72,850.00)	\$0.00	\$0.00	\$0.00	(\$72,850.00)		\$0.00



Budget Performance Report

Fiscal Year to Date 12/31/22

Exclude Rollup Account

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	550.00	212,800.00	0%	341,316.75
Grand Totals	(\$72,850.00)	\$0.00	(\$72,850.00)	\$0.00	\$0.00	(\$550.00)	(\$72,300.00)		(\$54,063.66)



Fund Equity Changes Report

Through 12/31/22
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	\$64,481.04	\$446,298.70	\$318,639.19	\$1,366,609.35
Fund Type	GENERAL FUND Totals	\$1,174,468.80	\$25,000.00	\$25,000.00	\$1,174,468.80	\$64,481.04	\$446,298.70	\$318,639.19	\$1,366,609.35
Fund Type	CAPITAL PROJECT FUNDS								
Fund	Z403 - WMAA (Airport) Capital Projects								
342390	Fund Balance-Unassigned	.00	.00	.00	.00				
Fund	Z403 - WMAA (Airport) Capital Projects Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund Type	CAPITAL PROJECT FUNDS Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund Category	GOVERNMENTAL Totals	\$1,174,468.80	\$25,000.00	\$25,000.00	\$1,174,468.80	\$64,481.04	\$446,298.70	\$318,639.19	\$1,366,609.35
Grand Totals		\$1,174,468.80	\$25,000.00	\$25,000.00	\$1,174,468.80	\$64,481.04	\$446,298.70	\$318,639.19	\$1,366,609.35



Trial Balance Listing

Through 12/31/22
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	1,278,221.67	369,325.42	343,886.02	1,303,661.07	1,224,276.90
113040.0	Accounts Receivable General	16,604.24	257,576.81	175,367.04	98,814.01	93,494.75
11304P	Accounts Receivable In/Out	.00	.00	.30	(.30)	.00
114026.2015	Taxes Receivable 2015	.15	.00	.09	.06	.37
114026.2016	Taxes Receivable 2016	.88	.00	.18	.70	15.02
114026.2017	Taxes Receivable 2017	35.33	.00	.00	35.33	30.25
114026.2018	Taxes Receivable 2018	28.43	.00	.24	28.19	21.08
114026.2019	Taxes Receivable 2019	36.03	.00	.00	36.03	36.91
114026.2020	Taxes Receivable 2020	42.38	.00	3.33	39.05	55.05
114026.2021	Taxes Receivable 2021	50.01	.00	32.79	17.22	.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	16,892.53	17.72	16,881.29	39,389.13
119073.3	Due from Local Govt Units Due from Zeeland City	15.34	59,454.69	59,470.03	.00	16,770.86
119078.0	Due from State of Michigan General	162.51	.00	162.51	.00	.00
119078.1	Due from State of Michigan Due from State-Aeronautics	36,619.68	.00	31,431.89	5,187.79	16,208.58
11D062	Lease Receivable	2,612,568.00	.00	.00	2,612,568.00	.00
	<i>CURRENT ASSETS Totals</i>	\$3,945,236.82	\$703,249.45	\$611,408.47	\$4,037,077.80	\$1,390,182.50
	<i>CURRENT LIABILITIES</i>					
210202.0	Accounts Payable General	(15,635.79)	258,463.54	254,840.41	(12,012.66)	(15,319.00)
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)	9,887.70	.00	(11,451.79)	(17,330.00)
	<i>CURRENT LIABILITIES Totals</i>	(\$59,282.98)	\$290,658.94	\$254,840.41	(\$23,464.45)	(\$32,649.00)
	<i>OTHER LIABILITIES</i>					
230365	Deferred Inflow of Resources-Lease	(2,647,004.00)	.00	.00	(2,647,004.00)	.00
	<i>OTHER LIABILITIES Totals</i>	(\$2,647,004.00)	\$0.00	\$0.00	(\$2,647,004.00)	\$0.00
	<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	(64,481.04)	.00	.00	(64,481.04)	.00
	Fund Revenues	.00	1,383.87	447,682.57	(446,298.70)	(467,807.88)
	Fund Expenses	.00	322,735.72	4,096.53	318,639.19	284,743.18



Trial Balance Listing

Through 12/31/22
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 Totals	\$0.00	\$1,343,027.98	\$1,343,027.98	\$0.00	\$0.00
	Grand Totals	\$0.00	\$1,343,027.98	\$1,343,027.98	\$0.00	\$0.00

City of Holland
Payment Batch Register
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
Batch Date: 12/15/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
Check	12/15/2022	78245 Accounts Payable	AUTOMATIC DOOR SERVICE		999.95
	Invoice	Date	Description		Amount
		0000026293	10/11/2022	AIRPORT - PARTS AND LABOR	999.95
Check	12/15/2022	78246 Accounts Payable	BOILEAU & CO.		6,865.29
	Invoice	Date	Description		Amount
		25350	12/08/2022	AIRPORT - NOVEMBER 2022 AND RETAINED SERVICES	6,865.29
Check	12/15/2022	78247 Accounts Payable	CUNNINGHAM DALMAN P.C.		4,577.50
	Invoice	Date	Description		Amount
		316410	12/09/2022	AIRPORT - LEGAL	2,617.50
		316023	12/07/2022	AIRPORT LEGAL	1,242.50
		316409	12/09/2022	AIRPORT - LEGAL	210.00
		316024	12/07/2022	AIRPORT - LEGAL	507.50
Check	12/15/2022	78248 Accounts Payable	QUALITY AIR HEATING & COOLING INC		754.75
	Invoice	Date	Description		Amount
		91045519	12/12/2022	AIRPORT - SERVICES FROM 12/1/22-2/28/22	754.75
Check	12/15/2022	78249 Accounts Payable	SMALL BUSINESS ASSOCIATION OF MICHIGAN		129.00
	Invoice	Date	Description		Amount
		2023-00001651	11/30/2022	AIRPORT - AARON THELENWOOD BASIC SBAM MEMBERSHIP	129.00
Check	12/15/2022	78250 Accounts Payable	SUPERIOR SPORT STORE		70.00
	Invoice	Date	Description		Amount
		07235	12/07/2022	AIRPORT - CRYSTAL AWARD	70.00
Check	12/15/2022	78251 Accounts Payable	WEST MICHIGAN UNIFORM		202.72
	Invoice	Date	Description		Amount
		364451	11/30/2022	AIRPORT RUGS	202.72
EFT	12/15/2022	9987 Accounts Payable	REHMANN ROBSON PC - ACH	072000326 / 651933178	810.00
	Invoice	Date	Description		Amount
		RR749858 2ND	12/15/2022	AIRPORT 2ND PMT FOR 6/30/22 AUDIT	810.00

City of Holland
Payment Batch Register
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
Batch Date: 12/15/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:				Transactions: 8		\$14,409.21
	Checks:	7		\$13,599.21		
	EFTs:	1		\$810.00		

City of Holland
Payment Batch Register
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
 Batch Date: 12/22/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
EFT	12/22/2022	10003 Accounts Payable	FIFTH THIRD BANK - CREDIT CARD - ACH	072499952 / 7661394601	178.54
	Invoice	Date	Description		Amount
	2023-00001701	11/30/2022	AIRPORT NOVEMBER 2022 CREDIT CARD STMT		178.54
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:			Transactions: 1		\$178.54
EFTs:	1		\$178.54		

City of Holland
Payment Batch Register
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
 Batch Date: 12/29/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
EFT	12/29/2022	10037 Accounts Payable	SEMCO ENERGY GAS COMPANY - ACH	072499952 / 7661394601	950.44
	Invoice	Date	Description		Amount
	2023-00001757	12/29/2022	AIRPORT - DECEMBER GAS READ DATE		950.44
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:			Transactions: 1		\$950.44
EFTs:	1		\$950.44		

City of Holland
Payment Batch Register
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
Batch Date: 01/05/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
Check	01/05/2023	78502 Accounts Payable	ARR AVIATION BIV		552.50
	Invoice	Date	Description		Amount
	22-007945	01/05/2023	AIRPORT - JANUARY INTERNET AND PHONE		552.50
Check	01/05/2023	78503 Accounts Payable	BRV VENTURES LLC		96.00
	Invoice	Date	Description		Amount
	2023-00001807	12/31/2022	AIRPORT - DEC 2022 PEST CONTROL SERVICES		96.00
Check	01/05/2023	78504 Accounts Payable	FERGUSON , MICHELLE		70.74
	Invoice	Date	Description		Amount
	2023-00001810	12/31/2022	AIRPORT - REIMBURSEMENT FOR PETTY CASH		70.74
Check	01/05/2023	78505 Accounts Payable	HOLLAND BOARD OF PUBLIC WORKS		2,886.48
	Invoice	Date	Description		Amount
	2023-00001808	12/31/2022	AIRPORT - UTILITIES DUE 1/8/23		2,886.48
Check	01/05/2023	78506 Accounts Payable	MICHIGAN ASSOCIATION OF AIRPORT EXECUTIVES		500.00
	Invoice	Date	Description		Amount
	01205	01/05/2023	AIRPORT - 1/1/23-1/1/24 DUES		500.00
Check	01/05/2023	78507 Accounts Payable	PETRIE , STEPHEN J		190.80
	Invoice	Date	Description		Amount
	BIV-58564	10/21/2022	AIRPORT - COUPLINGS		190.80
Check	01/05/2023	78508 Accounts Payable	PROMO AGENCY COMPANY		475.99
	Invoice	Date	Description		Amount
	BS97006145A	12/30/2022	AIRPORT - PENS		475.99
Check	01/05/2023	78509 Accounts Payable	VHM ENTERPRISES INC.		1,189.00
	Invoice	Date	Description		Amount
	17839	12/31/2022	AIRPORT - DECEMBER 2022 AND JANUARY 2023 SERVICES		1,189.00
EFT	01/05/2023	10064 Accounts Payable	MEAD & HUNT INC - ACH	075000019 / 547284589	7,103.65
	Invoice	Date	Description		Amount
	2023-00001809	11/30/2022	AIRPORT - INV 341113 & 341206		7,103.65

City of Holland
Payment Batch Register
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
Batch Date: 01/05/2023

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:				Transactions: 9		\$13,065.16
	Checks:	8		\$5,961.51		
	EFTs:	1		\$7,103.65		



Trial Balance Listing

Through 12/31/22
Detail Balance Sheet Listing
Exclude Rollup Account

Account	Account Description	Balance Forward	YTD Debits	YTD Credits	Ending Balance	Prior Year YTD Balance
Fund	Z403 - WMAA (Airport) Capital Projects					
	<i>CURRENT ASSETS</i>					
110001.675	Cash Due from Cash/Inv Pool	.00	.00	.00	.00	.00
	<i>CURRENT ASSETS Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>CURRENT LIABILITIES</i>					
210202.0	Accounts Payable General	.00	.00	.00	.00	.00
	<i>CURRENT LIABILITIES Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>FUND BALANCE</i>					
342390	Fund Balance-Unassigned	.00	.00	.00	.00	.00
	<i>FUND BALANCE Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	P/Y Fund Equity Adjustment	.00	.00	.00	.00	.00
	Fund Revenues	.00	.00	.00	.00	.00
	Fund Expenses	.00	.00	.00	.00	.00
Fund	Z403 - WMAA (Airport) Capital Projects Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Grand Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00