

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

July 8th, 2024

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

Scott Corbin
Charles Murray
Quincy Byrd

City of Zeeland

Sally Gruppen
Beth Blanton
Al Dannenberg

Park Township

Elisa Hoekwater
Skip Keeter
Ken Brandsen

Ex-officio

Jim Storey
VACANT

1. Roll Call

2. Public Comment

*All public comments are limited to **5 minutes** per speaker. The Public Comment period is established for members of the public to voice opinions to the Board only. Members of the Airport Authority Board or staff do not respond during this period.*

3. Approval of Agenda (3 Minutes): **Action Requested.**

4. Approval of June 10th Meeting Minutes (3 Minutes) **Action Requested.**

5. Consent Agenda – (5 Minutes) **Action Requested:**

All items listed under 'Consent Agenda' are considered to be routine and have previously been reviewed by Authority Board Members, and will be enacted with one motion, unless requested otherwise by the public or a Board Member, in which event the item will be removed from the consent agenda and placed on as a regular agenda item.

a. Palisades MOU Renewal

b. Airport Dashboard

6. Financial Reports (5 Minutes) **Action Requested.**

7. FBO Report (5 Minutes) **Action Requested.**

8. Snow Removal Proposal: Airport Advisory Group Recommendation (20 Minutes) **Action Requested.**

9. Crosswind Runway Report: Recommendation from the Building & Development Committee (20 minutes) **No Action.**

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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10. Scheduling a Public Hearing on Future Crosswind Runway (5 minutes) **Action Requested.**
11. FuturePREP'd Wrap Up Report (10 Minutes) **No Action.**
12. Other Business:
 - A. Aviation Day August 17th.
13. Adjourn.

Next Meeting will be held July 8th, 2024.

**All times are approximate*

West Michigan Airport Authority

MEETING MINUTES

June 10th, 2024

*****11:30 a.m. – 1:00 p.m.*****

60 Geurink Blvd. Holland, MI

PRESENT: Corbin, Gruppen, Danenberg, Hoekwater, Brandsen.

ABSENT: Murray, Byrd, Blanton, Danenberg, Keeter.

OTHERS PRESENT: Aaron Thelenwood (Director), Leanne Schaeffer (Boileau & Co.), Tyler Vandenbrand (Avflight), Brent Beutler (Avflight), Garret Haine (Avflight), Ben Fogg, Sue Lamar (Tulip City Air Repair), David Craig, Katie Carlson (Gallagher)

Vice Chair Corbin called the meeting to order at 11:30 a.m.

24.06.01 Roll Call

24.06.02 Public Comment.

No Public Comment.

24.06.03 Approval of Agenda (Action Requested).

Gruppen made a motion with support from Brandsen to approve the agenda as presented. Motion Carried.

24.06.04 Approval of May 13th meeting Minutes

Gruppen noted that the meeting minutes stated June and should be revised to say May. Gruppen made a motion with support from Hoekwater to approve the May 13th meeting minutes as presented. Motion carried.

24.05.05 Consent Agenda (Action Requested).

Brandsen made a motion, with support from Hoekwater to approve the Consent Agenda as presented. Motion Carried.

24.05.06 AIP & BIL Funding Delay and Impact on North Taxilane Project (No Action).

Director Thelenwood provided an update to the Board regarding a delay in funding for the N.

Taxilane Project regarding a failure from MDOT-Aeronautics Staff in filing the grant applications in a timely manner. Grant applications were ready and were to be submitted in March. MDOT Staff did not inform Airport staff until late May that the grant applications had not in fact been submitted until May 1. This delay resulted in a delay to the project start day, which was scheduled for June 3rd.

Alissa VanHoof represented MDOT-Aeronautics on the call.

No action taken.

24.05.07 Financial Reports & Monthly Expenses (Action Requested).

Treasurer McCammon presented the monthly financial reports, stating that the financial report indicates the financial position of the Authority is consistent with expectations for the year end.

Brandsen made a motion, with support by Hoekwater to accept the financial reports as presented. Motion Carried.

24.05.08 Year End Budget Amendments

Director Thelenwood presented year end budget amendments for the Board's consideration. Hoekwater made a motion, with support from Gruppen, to approve the Year End Budget Amendments as presented. Motion Carried.

24.05.09 2024/25 Insurance Renewal (Action Requested)

Katie Carlson (Gallagher) presented a report outlining the FY2025 Insurance proposals received as well as a summary of current market conditions.

Gruppen made a motion, with support from Brandsen, to approve the Insurance Renewal as presented.

24.05.10 Airport Advisory Group Report (No Action):

Director Thelenwood and Dave Craig (Westshore) provided the Board with an update regarding the establishment of priority items from the advisory Group, which were included in the packet. Further, the Board was presented with a summary of research the group had completed regarding snow removal options for the winter of 2024/25, aiming to meet the Airport Authority's goal of having a winter operations strategy in place by the August Board meeting. The group was in the process of reviewing potential additional equipment that could support higher consistent rankings on runway condition reports. Corbin reiterated that the Board is expecting a solutions to consider at the July meeting.

24.05.11 Revised Strategic Plan Priorities: Year 1, 3, and 10 (Action Requested).

As directed by the Board during the May meeting of the Airport Authority Board, Director Thelenwood submitted a revised draft of the existing Airport Authority Strategic Plan Priorities, creating more direct targets for year 1 and adjusting initiatives with longer timeframes to years 3 and 10 accordingly. The Board determined more time would be necessary to review and directed Thelenwood to work on scheduling a session for the Board to meet and review the strategic plan priorities collectively. No Action was taken

24.05.12 Marketing Strategy & Millage Survey Results:

Director Thelenwood presented an updated marketing strategy from Boileau Communications which addressed key findings from the Millage Survey completed by Mitchell Consulting. Hoekwater made a motion, with support from Brandsen to accept the strategy as presented.

Motion Carried.

24.05.13 Other Business:

None

24.05.14 Adjourn:

Hoekwater made a motion with support from Gruppen to adjourn at 1:12PM. Motion Carried.

Memorandum of Understanding (MOU)
Between
West Michigan Airport Authority
and
Palisades Nuclear Power, LLC

This Memorandum of Understanding ("MOU") is entered into this 15 day of April, 2024, by and between the **West Michigan Airport Authority** ("WMAA") and **Palisades Nuclear Power, LLC** ("PLP"). The purpose of this MOU is to establish the use the West Michigan Regional Airport ("Airport") as a staging area in the event that the PLO would experience an emergency event. The Airport has been selected because it is located approximately 30 air miles (36 driving miles) from the PLP. This MOU is established under the following terms and conditions:

1. An authorized representative of the PLP shall request use and assistance of the Airport from the Airport Manager. The request for use of the Airport by the PLP shall include the duration of such use. The PLP liaison and SAFER Staging Area Coordinator will work with the Airport Manager to help ensure the normal air operations are not disrupted to the extent possible.
2. The WMAA and the PLP shall use areas of the Airport for the staging of equipment which may include helicopter operations and semi-tractor trailer operations. This MOU does not include: reserving equipment or resources for the sole purchase by the PLP and controlling the movement, sales, or purchase of equipment used at the Airport.
3. A 24 hour contact name and number shall be provided by the WMAA and the PLP for contact information.
4. Any cost incurred by the WMAA relating to the request to use the Airport as a staging area shall be paid and reimbursed by the PLP. The WMAA shall submit an invoice for such costs within thirty (30) days of the termination of the use of the Airport.
5. The PLP shall save, indemnify, and hold harmless the WMAA, its officers, directors, and employees from any claim, action, or liability, arising out of or relating to the authorized use of the Airport by the PLO. This covenant of indemnifications shall include reasonable attorney's fees and costs incurred by the WMAA in defense of such claim, action, or liability. In addition, the PLP shall file with the WMAA a certificated of insurance listing the WMAA, its officers, directors, and employees as additional insureds relating to general liability and automobile coverage during the term of this Agreement. The certificate of insurance shall waive subrogation of any claim against the WMAA, its officers, directors, and employees.
6. This MOU may be terminated upon thirty (30) days written notice by either party.
7. This Agreement is subject to all requirements mandated by any federal or state agency establishing restrictions or limitations relating to the Airport.
8. This Agreement should be reviewed and updated as appropriate by each party once every two years.

9. The 24-Hour West Michigan Regional Airport Contact Name and Number:

Name: Aaron Thelenwood


Number: (616) 368-3023

10. The contact name and number for PLP is:

Kami Miller - Manager, Emergency Planning
Phone: 269.764.2375 (W)
989.430.5516 (C)

This MOU is executed on the date noted above.

_____/_____
Charles R. Murray
Chairman, West Michigan Airport Authority
West Michigan Regional Airport

 4/8/24
Kami Miller
Manager, Emergency Planning
Palisades Nuclear Power, LLC

Michael Mlynarek / 8 Apr 2024
Michael Mlynarek
Site Vice President
Palisades Nuclear Power, LLC



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/08/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh USA LLC 1717 Arch Street Philadelphia, PA 19103-2797	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No):														
CN102263520-STND-GAWUX-23-	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A : Hartford Fire Insurance Company</td><td>19682</td></tr><tr><td>INSURER B : Hartford Underwriters Insurance Company</td><td>30104</td></tr><tr><td>INSURER C : Everest National Insurance Co</td><td>10120</td></tr><tr><td>INSURER D : N/A</td><td>N/A</td></tr><tr><td>INSURER E : N/A</td><td>N/A</td></tr><tr><td>INSURER F : N/A</td><td>N/A</td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Hartford Fire Insurance Company	19682	INSURER B : Hartford Underwriters Insurance Company	30104	INSURER C : Everest National Insurance Co	10120	INSURER D : N/A	N/A	INSURER E : N/A	N/A	INSURER F : N/A	N/A
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INSURER E : N/A	N/A														
INSURER F : N/A	N/A														
INSURED Holtec International Corporation Holtec Manufacturing, Inc. KPS Technology Campus 1 Holtec Boulevard Camden, NJ 08104															

COVERAGES **CERTIFICATE NUMBER:** CLE-006959703-06 **REVISION NUMBER:** 6

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: SIR: \$900,000			42ECSS17203	12/31/2023	12/31/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			42ABS17202	12/31/2023	12/31/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			XC5EX01965231	12/31/2023	12/31/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	42WNS17201	12/31/2023	12/31/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: West Michigan Airport Authority and Palisades Nuclear Power, LLC

West Michigan Airport Authority, West Michigan Regional Airport, officers, directors, and employees of the WMAA are included as an additional insured, where required by written contract, with respect to General Liability. The General Liability insurance is primary and non-contributory over any existing insurance and limited to liability arising out of the operations of the named insured subject to policy terms and conditions. Waiver of subrogation is applicable where required by written contract and subject to policy terms and conditions, with respect to General Liability and Workers' Compensation.

CERTIFICATE HOLDER

CANCELLATION

West Michigan Airport Authority
West Michigan Regional Airport
officers, directors, and employees of the WMAA
60 Geurink Boulevard
Holland, MI 49423

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Marsh USA LLC

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West Michigan Airport Authority

Meeting Date: July 8, 2024

Agenda Item:

Subject: Financial Reports for 6/30/2024-Unaudited

Prepared By: Julie Ziurinskas, City Finance

Recommendation: Accept Financial Reports as information

The West Michigan Airport Authority's fiscal year ended on June 30, 2024. However, activity related to FY 2024 will continue to be recorded through mid-August because revenues and expenses must be reported in the fiscal year earned or incurred. Attached are Budget Performance Reports and the Balance Sheets through June 30, 2024. These reports are unaudited and will continue to change during the next few weeks as additional transactions are recorded for FY 2024.

GENERAL FUND

Revenues

The year-end budget amendments approved at the last board meeting were recorded. Operating revenues totaled \$800,180.86, or 109% of budget. June operating revenues are composed of franchise fees, quarterly hangar rentals invoiced, and quarterly/semi-annual hangar land leases billed out.

Expenses

Year-end operating expense budget amendments were recorded. Operating expenses to date for year ended June 30, 2024 totaled \$571,077.88, or 97% of budget.

CAPITAL FUND

Revenues/Expenses

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

BALANCE SHEET/COMBINED FUND EQUITY

The West Michigan Airport Authority began FY 2024 with a combined fund balance of \$2,116,155.

General Fund Assets totaled \$1,263,230.31 at June 30th, comprised mostly of cash. General Fund Liabilities totaled \$64,789.37 at June 30th, and represents accounts payable and unearned revenue (prepaid lease).

The combined General and Capital funds balance at June 30 is \$2,299,680.39.



Account	Account Description	FY 2023 Actual	FY 2024 YTD
Fund Category GOVERNMENTAL			
Fund Type GENERAL FUND			
Fund 110 - WMAA (Airport) General Fund			
ASSETS			
110-000.000-001.675	Cash Due from Cash/Inv Pool	1,597,689	1,155,815
110-000.000-018.000	Accounts Receivable General	32,614	96,912
110-000.000-028	Prior Years Taxes Receivables	184	183
110-000.000-031.000	Allowance for Uncollectible Taxes	(157)	(157)
110-000.000-076.010	Due from Local Govt Units Due from Park Township	6	
110-000.000-071.010	Due from Local Govt Units Due from Zeeland City	2,459	10,467
110-000.000-090.000	Accounts Receivable In/Out		11
ASSETS TOTALS		1,632,795	1,263,230
LIABILITIES AND FUND EQUITY			
LIABILITIES			
110-000.000-202.000	Accounts Payable General	65,371	6,685
110-000.000-201.000	Contracts Payable	134	
110-000.000-257.000	Accrued Wages Payable General	6,039	
110-000.000-258.010	Accrued Fringes Payable FICA-Social Security/Medicare	462	
110-000.000-259.010	Accrued Fringes Payable Pension	301	
110-000.000-360.000	Deferred Revenue General	11,452	58,104
LIABILITIES TOTALS		83,759	64,789
FUND EQUITY			
110-000.000-385.000	Fund Balance - Assigned (By Action) Business Center	125,000	125,000
110-000.000-390.000	Fund Balance-Unassigned	1,424,036	1,073,441
FUND EQUITY TOTALS		1,549,036	1,198,441
LIABILITIES AND FUND EQUITY		1,632,795	1,263,230
Fund Balance, Beginning			\$1,198,441
Remaining Budget Revenues			(\$65,981)
Remaining Budget Expenditures			\$19,306
Fund Balance, Estimated Ending			\$1,151,766
Fund Balance % of Budgeted Expenditures			195%



Account	Account Description	Prior Year Total Actual	Current YTD Balance
Fund Category	GOVERNMENTAL		
Fund Type	CAPITAL PROJECT FUNDS		
Fund	410 - WMAA (Airport) Capital Projects		
	ASSETS		
410-000.000-001.675	Cash Due from Cash/Inv Pool	567,020	1,143,865
410-000.000-078.000	Due from State of Michigan Due from State-Aeronautics	99	99
	ASSETS TOTALS	567,119	1,143,965
	Prior Year Fund Equity Adjustment		
	Fund	567,119	1,143,965
	FUND EQUITY TOTALS	567,119	1,143,965
	LIABILITIES AND FUND EQUITY TOTALS	567,119	1,143,965

DEPARTMENT BUDGET REPORT-GENERAL FOR CITY OF HOLLAND

Balance As Of 06/30/2024

User Defined 2

User Defined 2			23-24	Available		% Bdgt	End Balance
GL Number		Description	Amended Budget	YTD	Balance	Used	06/30/2023
				TRANSACTIONS	06/30/2024		
Fund: 110 WMAA (Airport) General Fund							
Account Category: Revenues							
Department: 000.000 GENERAL							
110-000.000-502.000	Z01-000-420528	Federal Grant - Other	0.00	0.00	0.00		148,000.00
110-000.000-573.000	Z01-000-440573	State-Reim Local PPT Tax Loss	14,200.00	21,828.76	(7,628.76)	153.72	20,788.54
110-000.000-581.100	Z01-000-450582.ST	CONTRIBUTIONS FROM CITY OF HOLLAND	130,200.00	130,215.03	(15.03)	100.01	0.00
110-000.000-581.110	Z01-000-450582.C	CONTRIBUTIONS FROM CITY OF ZEELAND	54,300.00	84,782.88	(30,482.88)	156.14	205,939.91
110-000.000-581.210	Z01-000-450582.P	Contributions from Other Govts From	135,100.00	135,090.94	9.06	99.99	123,646.77
110-000.000-615.810	Z01-000-460654.1	Franchise Fees FBO Franchise Fees	64,700.00	67,757.70	(3,057.70)	104.73	27,479.16
110-000.000-615.820	Z01-000-460654.5	Franchise Fees Fuel Flowage Fee	57,600.00	62,816.00	(5,216.00)	109.06	84,897.67
110-000.000-615.830	Z01-000-460654.7	Franchise Fees Landing Fees	22,300.00	24,868.10	(2,568.10)	111.52	31,403.75
110-000.000-665.000	Z01-000-480665.0	Investment Income General	38,100.00	38,147.70	(47.70)	100.13	27,996.54
110-000.000-665.900	Z01-000-480665.X	Investment Income Market Adjustment	2,700.00	2,651.78	48.22	98.21	(2,651.78)
110-000.000-665.905	Z01-000-480669.25	Rental Agricultural Land Lease	12,300.00	12,346.48	(46.48)	100.38	12,209.21
110-000.000-665.910	Z01-000-480669.24	Rental Hangar Land Lease	135,000.00	137,611.17	(2,611.17)	101.93	164,829.83
110-000.000-665.915	Z01-000-480669.26	Rental T-Hangars	58,000.00	71,578.06	(13,578.06)	123.41	58,080.00
110-000.000-665.920	Z01-000-480669.A	Rental Airport Business Center	9,700.00	10,486.26	(786.26)	108.11	9,652.68
110-000.000-683.000	Z01-000-490692.0	Miscellaneous General	0.00	0.00	0.00	0.00	3.48
Total Dept 000.000 - GENERAL			734,200.00	800,180.86	(65,980.86)	108.99	912,275.76
Revenues			734,200.00	800,180.86	(65,980.86)	108.99	912,275.76
Account Category: Expenditures							
Department: 595.100 Airport Operations							
110-595.100-701.000	Z01-540-710701.0	PAYROLL-REGULAR GENERAL	95,000.00	99,383.75	(4,383.75)	104.61	85,603.89
110-595.100-702.000	Z01-540-710707.0	Payroll-Temporary Help General	6,000.00	3,765.00	2,235.00	62.75	39,417.50
110-595.100-705.000	Z01-540-710709.0	Payroll-Overtime General	500.00	131.25	368.75	26.25	0.00
110-595.100-710.000	Z01-540-711702.0	Payroll-Vacation/PTO General	10,000.00	7,519.17	2,480.83	75.19	10,127.48
110-595.100-712.000	Z01-540-711703	Payroll-Holidays	5,000.00	4,574.68	425.32	91.49	4,131.48
110-595.100-720.005	Z01-540-711716.1	Insurance Health	6,000.00	4,217.07	1,782.93	70.28	3,000.00
110-595.100-720.030	Z01-540-711720	Insurance-Income Protection	300.00	446.65	(146.65)	148.88	928.86
110-595.100-721.005	Z01-540-711718.1	Retirement Contribution MERS	13,400.00	8,821.34	4,578.66	65.83	7,571.43
110-595.100-723.000	Z01-540-712715	Employer FICA/Medicare Contribution	7,800.00	9,148.72	(1,348.72)	117.29	10,884.47
110-595.100-723.500	Z01-540-712724	Workers Comp Insurance	300.00	311.00	(11.00)	103.67	94.00
110-595.100-730.000	Z01-540-721730.0	Postage General	0.00	5.93	(5.93)	100.00	23.37
110-595.100-740.000	Z01-540-721740.0	OPERATING SUPPLIES GENERAL	3,600.00	7,113.18	(3,513.18)	197.59	3,524.76
110-595.100-741.000	Z01-540-721740.CAP	Operating Supplies Controlled Items-	2,400.00	2,422.28	(22.28)	100.93	0.00
110-595.100-801.000	Z01-540-722804.0	Contractual-Legal General	20,000.00	22,548.50	(2,548.50)	112.74	53,726.55
110-595.100-802.005	Z01-540-722805.1	CONTRACTUAL-AUDIT SERVICES	8,700.00	8,300.00	400.00	95.40	8,100.00
110-595.100-802.250	Z01-540-722805.4	Contractual-Finance Financial Servic	2,000.00	2,000.00	0.00	100.00	2,000.00
110-595.100-807.000	Z01-540-722807.2	Contractual-Architect/Engineer Plan	18,100.00	22,166.12	(4,066.12)	122.46	7,973.88
110-595.100-807.415	Z01-540-722807.5	Contractual-Architect/Engineer Engin	2,000.00	1,963.00	37.00	98.15	0.00
110-595.100-808.000	Z01-540-722808.MOW	Contr-Bldgs&Grnds Mowing	45,000.00	51,954.27	(6,954.27)	115.45	41,029.39
110-595.100-808.001	Z01-540-722808.1	Contr-Bldgs&Grnds Janitorial	0.00	0.00	0.00	0.00	209.64
110-595.100-808.801	Z01-540-722808.MTCE	Contr-Bldgs&Grnds Maintenance-Genera	25,000.00	23,175.18	1,824.82	92.70	20,637.80
110-595.100-808.802	Z01-540-722808.SNOW	Contr-Bldgs&Grnds Snowplowing	72,000.00	72,356.58	(356.58)	100.50	52,966.01
110-595.100-809.000	Z01-540-722809.62	Contractual-Misc Airport Manager-Tul	5,000.00	6,635.83	(1,635.83)	132.72	1,514.32
110-595.100-809.001	Z01-540-722809.16	Contractual-Misc Consulting	14,000.00	13,924.24	75.76	99.46	0.00
110-595.100-809.003	Z01-540-722809.61	Contractual-Misc Management Services	31,400.00	31,380.00	20.00	99.94	38,022.90
110-595.100-850.000	Z01-540-723850.0	Communications Telephone	0.00	(76.00)	76.00	100.00	684.04
110-595.100-851.000	Z01-540-723850.CELL	Communications Cellular	0.00	600.00	(600.00)	100.00	1,200.00
110-595.100-852.000	Z01-540-723850.WIFI	Communications WIFI Internet Connect	0.00	620.00	(620.00)	100.00	0.00

DEPARTMENT BUDGET REPORT-GENERAL FOR CITY OF HOLLAND
Balance As Of 06/30/2024

User Defined 2

User Defined 2			23-24 Amended Budget	YTD TRANSACTIONS	Available Balance 06/30/2024	% Bdgt Used	End Balance 06/30/2023
GL Number		Description					
Fund: 110 WMAA (Airport) General Fund							
Account Category: Expenditures							
Department: 595.100 Airport Operations							
110-595.100-903.000	Z01-540-722801.9010	Contr-Printing Advertising/Promotion	35,000.00	44,869.70	(9,869.70)	128.20	56,453.13
110-595.100-920.805	Z01-540-723920.GATE	Public Utilities Fence Gates	500.00	481.26	18.74	96.25	866.60
110-595.100-920.810	Z01-540-723920.LAND	Public Utilities Landing Lights & Sy	3,000.00	3,378.66	(378.66)	112.62	3,894.29
110-595.100-920.815	Z01-540-723920.PLOT	Public Utilities Parking Lot Lights	500.00	498.27	1.73	99.65	670.30
110-595.100-920.820	Z01-540-723920.RUNW	Public Utilities Runway Lights	4,500.00	4,964.26	(464.26)	110.32	6,262.01
110-595.100-920.825	Z01-540-723920.THAN	Public Utilities T-Hangars	4,500.00	5,034.89	(534.89)	111.89	6,406.87
110-595.100-931.000	Z01-540-721931.0	BLDG & GRNDS MAINT GENERAL	5,000.00	5,166.66	(166.66)	103.33	24,624.46
110-595.100-933.000	Z01-540-721933.0	Equipment Maintenance General	1,000.00	1,312.00	(312.00)	131.20	16,394.76
110-595.100-933.015		EQUIPMENT MAINTENANCE-ILS LANDING	4,000.00	8,000.00	(4,000.00)	200.00	0.00
110-595.100-940.000	Z01-540-723942.0	Building Rental/Lease General	1,000.00	1,000.00	0.00	100.00	1,000.00
110-595.100-955.000	Z01-540-723955.0	MISC. GENERAL	2,500.00	3,187.10	(687.10)	127.48	8,638.71
110-595.100-958.000	Z01-540-770956.0	Contingency General	50,000.00	0.00	50,000.00	0.00	0.00
110-595.100-960.000	Z01-540-723960.0	EDUCATION, TRAINING, CONF REGISTRATI	1,700.00	1,717.00	(17.00)	101.00	0.00
110-595.100-961.000	Z01-540-723860.0	TRAVEL, MEALS, MILEAGE	900.00	901.40	(1.40)	100.16	3,326.43
110-595.100-962.000	Z01-540-723910.0	Commercial Insurance Premiums Genera	34,000.00	34,072.00	(72.00)	100.21	31,794.00
110-595.100-964.001	Z01-540-723964.2	Refunds Property Tax Prior Years	7.00	6.33	0.67	90.43	377.45
110-595.100-965.000	Z01-540-723961.0	Dues & Subscriptions General	1,900.00	1,872.98	27.02	98.58	1,890.46
110-595.100-969.200	Z01-540-723963.2	Write-Offs Unco11 Property Taxes	0.00	0.00	0.00	0.00	(4.45)
110-595.100-977.000	Z01-540-730977.0	Machinery & Equipment General	0.00	0.00	0.00	0.00	510.92
Total Dept 595.100 - Airport Operations			543,507.00	521,870.25	21,636.75	96.02	556,477.71
Department: 595.200 Business Center							
110-595.200-808.001	Z01-541-722808.1	Contr-Bldgs&Grnds Janitorial	8,000.00	7,904.12	95.88	98.80	9,277.27
110-595.200-850.000	Z01-541-723850.0	Communications Telephone	300.00	240.00	60.00	80.00	2,400.00
110-595.200-852.000	Z01-541-723850.WIFI	Communications WIFI Internet Connect	6,577.00	6,577.02	(0.02)	100.00	3,990.00
110-595.200-920.005	Z01-541-723920.BPW	Public Utilities BPW	14,000.00	16,489.11	(2,489.11)	117.78	19,470.22
110-595.200-921.010	Z01-541-723920.GAS	Public Utilities Natural Gas	4,000.00	4,251.51	(251.51)	106.29	6,340.48
110-595.200-931.000	Z01-541-721931.GRND	BLDG & GRNDS MAINT GENERAL	7,500.00	7,408.33	91.67	98.78	4,233.96
110-595.200-933.000	Z01-541-721933.0	Equipment Maintenance General	6,500.00	6,337.54	162.46	97.50	0.00
Total Dept 595.200 - Business Center			46,877.00	49,207.63	(2,330.63)	104.97	45,711.93
Expenditures			590,384.00	571,077.88	19,306.12	96.73	602,189.64
Fund 110 - WMAA (Airport) General Fund:							
TOTAL REVENUES			734,200.00	800,180.86	(65,980.86)		912,275.76
TOTAL EXPENDITURES			590,384.00	571,077.88	19,306.12		602,189.64
NET OF REVENUES & EXPENDITURES:			143,816.00	229,102.98	(85,286.98)		310,086.12

City of Holland
Payment Batch Register
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
 Batch Date: 05/09/2024

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON						
Check	05/09/2024	85587	Accounts Payable	123.NET, INC		620.00
	Invoice		Date	Description	Check Sort Code	Amount
		501725	04/30/2024	APRIL PHONES SERVICES AT AIRPORT		620.00
Check	05/09/2024	85588	Accounts Payable	BRV VENTURES LLC		96.00
	Invoice		Date	Description	Check Sort Code	Amount
		1541	04/30/2024	APRIL 2024 AIRPORT PEST CONTROL		96.00
Check	05/09/2024	85589	Accounts Payable	HR COLLABORATIVE LLC		79.80
	Invoice		Date	Description	Check Sort Code	Amount
		INV-3886	05/09/2024	SERVICES FOR AIRPORT		79.80
Check	05/09/2024	85590	Accounts Payable	SMALL BUSINESS ASSOCIATION OF MICHIGAN		26.96
	Invoice		Date	Description	Check Sort Code	Amount
		2024-00002874	05/09/2024	SBAM ID 234212 CID 234212 JUNE 2024 FOR AIRPORT		26.96
Check	05/09/2024	85591	Accounts Payable	TRELLIS PARTNERS LLC		2,422.28
	Invoice		Date	Description	Check Sort Code	Amount
		22892	05/09/2024	HERMAN MILLER FURNITURE AND INSTALL FOR AIRPORT		2,422.28
EFT	05/09/2024	12350	Accounts Payable	AVFLIGHT HOLLAND CORPORTATION - ACH	072000096 / 1851600500	6,565.44
	Invoice		Date	Description	Check Sort Code	Amount
		2024-00002873	04/30/2024	APRIL 2024 AIRPORT SERVICES		6,565.44
EFT	05/09/2024	12351	Accounts Payable	WEST MICHIGAN UNIFORM - ACH	072413104 / 6038050	187.50
	Invoice		Date	Description	Check Sort Code	Amount
		398112	04/30/2024	APRIL 2024 SUPPLIES FOR AIRPORT		187.50
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:				Transactions: 7		\$9,997.98
	Checks:	5		\$3,245.04		
	EFTs:	2		\$6,752.94		

City of Holland
Payment Batch Register
 Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON
 Batch Date: 05/23/2024

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CITY AP - HUNT - PAYABLES ACCT-HUNTINGTON					
Check	05/23/2024	85773 Accounts Payable	BOILEAU & CO.		3,788.23
	Invoice	Date	Description	Check Sort Code	Amount
	26110	05/22/2024	APRIL 2024 SERVICES FOR AIRPORT		3,788.23
Check	05/23/2024	85774 Accounts Payable	CUNNINGHAM DALMAN P.C.		666.00
	Invoice	Date	Description	Check Sort Code	Amount
	339724	05/22/2024	LEGAL SERVICES FOR AIRPORT		666.00
Check	05/23/2024	85775 Accounts Payable	HARRIS AIRPORT SYSTEMS		4,000.00
	Invoice	Date	Description	Check Sort Code	Amount
	692	05/22/2024	2024 2ND QUARTER MAINTENANCE FEE		4,000.00
Check	05/23/2024	85776 Accounts Payable	PERMA GREEN		184.25
	Invoice	Date	Description	Check Sort Code	Amount
	1394895	05/22/2024	LAWN SERVICES FOR AIRPORT		184.25
EFT	05/23/2024	12411 Accounts Payable	HUNTINGTON NATIONAL BANK - CREDIT CARD - ACH	072403473 / 01153580395	4,501.41
	Invoice	Date	Description	Check Sort Code	Amount
	2024-00002993	05/22/2024	APRIL 2024 CREDIT CARD STMT FOR AIRPORT		4,501.41
EFT	05/23/2024	12412 Accounts Payable	SEMCO ENERGY GAS COMPANY - ACH	072499952 / 7661394601	337.71
	Invoice	Date	Description	Check Sort Code	Amount
	2024-00002994	05/22/2024	MAY READ DATE FOR GAS UTILITY FOR AIRPORT		337.71
CITY AP - HUNT PAYABLES ACCT-HUNTINGTON Totals:			Transactions: 6		\$13,477.60
Checks:	4		\$8,638.48		
EFTs:	2		\$4,839.12		

JOURNAL REPORT FOR CITY OF HOLLAND

CLS

Post Date	Journal	Description GL Number	GL Description	DR Amount	CR Amount
07/03/2024	CD	CANON FINANCIAL SERVICES INC. 110-000.000-202.000 675-000.000-001.000 110-000.000-001.675 675-000.000-214.110	APH 86201 to 5520 Accounts Payable General Cash Cash Due from Cash/Inv P DUE FROM WMAA (Airport)	308.08 308.08 616.16	 308.08 308.08 616.16
07/03/2024	CD	CUNNINGHAM DALMAN P.C. 110-000.000-202.000 675-000.000-001.000 110-000.000-001.675 675-000.000-214.110	APH 86202 to 101 Accounts Payable General Cash Cash Due from Cash/Inv P DUE FROM WMAA (Airport)	2,284.00 2,284.00 4,568.00	 2,284.00 2,284.00 4,568.00
07/03/2024	CD	HAVEMAN ELECTRICAL SERVICES 110-000.000-202.000 675-000.000-001.000 110-000.000-001.675 675-000.000-214.110	APH 86203 to 118 Accounts Payable General Cash Cash Due from Cash/Inv P DUE FROM WMAA (Airport)	270.00 270.00 540.00	 270.00 270.00 540.00
07/03/2024	CD	HOLLAND BOARD OF PUBLIC WORKS 110-000.000-202.000 675-000.000-001.000 110-000.000-001.675 675-000.000-214.110	APH 86204 to 146 Accounts Payable General Cash Cash Due from Cash/Inv P DUE FROM WMAA (Airport)	2,648.43 2,648.43 5,296.86	 2,648.43 2,648.43 5,296.86
07/03/2024	CD	QUALITY AIR HEATING & COOLING INC 110-000.000-202.000 675-000.000-001.000 110-000.000-001.675 675-000.000-214.110	APH 86205 to 190 Accounts Payable General Cash Cash Due from Cash/Inv P DUE FROM WMAA (Airport)	999.00 999.00 1,998.00	 999.00 999.00 1,998.00
Report Total:					
TOTALS:		110-000.000-001.675 110-000.000-202.000 675-000.000-001.000 675-000.000-214.110	Cash Due from Cash/Inv P Accounts Payable General Cash DUE FROM WMAA (Airport)	 6,509.51 6,509.51 13,019.02	6,509.51 6,509.51 13,019.02
GRAND TOTAL:					

28085

BANK ACCOUNT CODE: APH - CHECK DATE: 07/03/2024
INVOICE EXPECTED CHECK RUN DATE 07/02/2024 - 07/02/2024

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
07/03/2024	APH	86201	5520	CANON FINANCIAL SERVICES INC.	308.08	0.00	308.08	1
07/03/2024	APH	86202	101	CUNNINGHAM DALMAN P.C.	2,284.00	0.00	2,284.00	2
07/03/2024	APH	86203	118	HAVEMAN ELECTRICAL SERVICES	270.00	0.00	270.00	1
07/03/2024	APH	86204	146	HOLLAND BOARD OF PUBLIC WORKS	2,648.43	0.00	2,648.43	1
07/03/2024	APH	86205	190	QUALITY AIR HEATING & COOLING INC	999.00	0.00	999.00	2

Num Checks: 5 Num Stubs: 0 Num Invoices: 7 Total Amount: 6,509.51

INVOICE REGISTER FOR CITY OF HOLLAND
 EXP CHECK RUN DATES 07/02/2024 - 07/02/2024
 UNPOSTED
 OPEN - CHECK TYPE: PAPER CHECK

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
0000098329	QUALITY AIR HEATING & COOLING INC	07/03/2024	07/03/2024	785.00	785.00	Open	N
0000098332	CANON FINANCIAL SERVICES INC.	06/30/2024	06/30/2024	308.08	308.08	Open	N
0000098333	CUNNINGHAM DALMAN P.C.	06/30/2024	06/30/2024	732.00	732.00	Open	N
0000098334	CUNNINGHAM DALMAN P.C.	06/30/2024	06/30/2024	1,552.00	1,552.00	Open	N
0000098335	HAVEMAN ELECTRICAL SERVICES	06/19/2024	06/30/2024	270.00	270.00	Open	N
0000098336	HOLLAND BOARD OF PUBLIC WORKS	06/08/2024	06/30/2024	2,648.43	2,648.43	Open	N
0000098339	QUALITY AIR HEATING & COOLING INC	06/24/2024	06/30/2024	214.00	214.00	Open	N
# of Invoices:	7	# Due:	7	6,509.51	6,509.51		
# of Credit Memos:	0	# Due:	0	0.00	0.00		
Net of Invoices and Credit Memos:				6,509.51	6,509.51		
--- TOTALS BY FUND ---							
	110 WMAA (Airport) General Fund			6,509.51	6,509.51		
--- TOTALS BY DEPT/ACTIVITY ---							
	595.100 Airport Operations			3,915.83	3,915.83		
	595.200 Business Center			2,593.68	2,593.68		

JOURNAL REPORT FOR CITY OF HOLLAND

ACH

Post Date	Journal	Description GL Number	GL Description	DR Amount	CR Amount
07/03/2024	CD	MEAD & HUNT INC - ACH	APH 12605(A) to 316		
		110-000.000-202.000	Accounts Payable General	960.62	
		675-000.000-001.000	Cash		960.62
		110-000.000-001.675	Cash Due from Cash/Inv P		960.62
		675-000.000-214.110	DUE FROM WMAA (Airport)	960.62	
				1,921.24	1,921.24
Report Total:					
TOTALS:					
		110-000.000-001.675	Cash Due from Cash/Inv P		960.62
		110-000.000-202.000	Accounts Payable General	960.62	
		675-000.000-001.000	Cash		960.62
		675-000.000-214.110	DUE FROM WMAA (Airport)	960.62	
				1,921.24	1,921.24
GRAND TOTAL:					

INVOICE REGISTER FOR CITY OF HOLLAND

EXP CHECK RUN DATES 07/02/2024 - 07/02/2024

UNPOSTED

OPEN

RCN

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
0000098338	MEAD & HUNT INC - ACH	05/31/2024	06/30/2024	960.62	960.62	Open	N
# of Invoices:	1	# Due: 1		960.62	960.62		
# of Credit Memos:	0	# Due: 0		0.00	0.00		
Net of Invoices and Credit Memos:				960.62	960.62		
--- TOTALS BY FUND ---							
	110 WMAA (Airport) General Fund			960.62	960.62		
--- TOTALS BY DEPT/ACTIVITY ---							
	595.100 Airport Operations			960.62	960.62		

07/02/2024
01:59 PM

CHECK PROOF FOR CITY OF HOLLAND

BANK ACCOUNT CODE: APH - CHECK DATE: 07/03/2024
INVOICE EXPECTED CHECK RUN DATE 07/02/2024 - 07/02/2024

ACH

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
07/03/2024	APH	12605(A)	316	MEAD & HUNT INC - ACH	960.62	0.00	960.62	1
Num Checks: 1		Num Stubs: 0		Num Invoices: 1		Total Amount: 960.62		

WMAA MONTHLY FBO REPORT

West Michigan Regional Airport FBO Report Avflight Holland June 2024

Total Fuel Gallons Delivered		Current Month 06/24	One Year Ago 06/23	Current Year To Date 01/01/24-06/30-24	F/Y to Date Compared 01/01/23-06/30/23	
	Avgas	4,012	3,512	15526	13723	
	Jet Fuel	39,121	55,982	251903	261541	
Total Gallons Delivered		43,133	59,494	267,429	275,264	(7835)
Transplant/Ambulance Flights		0				
Wings Of Mercy Operations		1				
Freight Flights From/To Holland		0				
Freight Weight		0				

West Michigan Airport Authority

60 Geurink Blvd., Holland, MI 49423

Comprising City of Zeeland, Park Township and City of Holland



July 8th, 2024

REPORT 8.

To: West Michigan Airport Authority Board.
From: Aaron Thelenwood, Director. David Craig (Airport Advisory Group)
Subject: **Snow Removal Proposal – Airport Advisory Group Recommendation**

Following the formation of the Airport Advisory Group, one of the major objectives the group has been tasked with at the Board's direction is providing input on critical snow removal infrastructure to ensure, as best as possible, runway conditions are maintained at optimal levels throughout winter.

For some background, the airport has received concerns from on-field stakeholders regarding the need to expand snow removal options on-field, following significant weather events over the past winter. Regarding runway conditions: winter contaminants (snow ice, slush, etc.) are reported on a regular basis throughout the day during snow events and throughout the season to NOTAM Manager; an FAA managed reporting tool. Staff report the contaminants observed on field and NOTAM manager issues a landing condition report with an associated "score" between 0 and 6 (0 = runway closed, 6 = all clear). See attached runway condition matrix for general details. For reference, last year (Winter 2023/24) we had cumulatively (not consecutively) a total of four days where runway conditions were at a score of "1". A "1" indicates reduced stopping action. This was most commonly due to the presence of compacted snow over ice (see attached NOTAM manager summary report). When these rankings were prevailing, some on-field tenants were forced to land elsewhere. To be clear, the runway was never closed due to weather.

It is important to have a clear understanding of the NOTAM Manger rankings as these rankings provide pilots with key information regarding conditions on-field when they're landing. Further, many aircraft manufacturers, and flight departments, will make their own recommendations on which conditions pilots should and should not land in, based on the prevailing runway condition ranking. Finally, these rankings also do not account for the use of items like sand or deicing chemicals, even though they may increase traction.

Last year also saw Avflight invest in new snow removal equipment on field by means of a snow brush as well as truck to power the brush at West Michigan Regional. This was within the first six months of their new FBO agreement and was the first new snow removal equipment on-field since Tulip City Air Service. There was unfortunately an issue with the Brush breaking down early in the season, but the brush and truck have since been repaired. Additionally, the Airport Authority invested in an FAA approved deicing chemical (NAAC) that has been used in conjunction with sand applications to increase traction and expedite ice melt on the runway. The airport budgeted \$7,000 last year for the product, purchased one tote at around \$3,500 and still has ¾ of the remaining tote on hand. There is additional budget in FY25 for de-icing chemical.

With this background, the Advisory Group was tasked with researching various approaches to supplement existing snow removal services. The Advisory Group performed this research in conjunction with input from equipment specialists, staff research, and engagement with other

similar airports to West Michigan Regional, and with feedback from the Airport's Consultant. In summary, the following areas were explored:

1. On-call/contracted support services.
2. Procurement of additional support equipment:
 - a. Direct procurement
 - b. AIP procurement
3. Equipment rental

Summarized below are the solutions identified for each category.

On-call/contracted support services.

The City of Holland transportation services department has agreed to provide general support in the event of emergency or equipment failure. However, the primary caveat here is that such services will be rendered on a condition specific basis and allowing that there is sufficient staff available to assist the airport without impacting City-wide snow removal.

Local Snow Removal Contractors: Similarly, staff have contacted several local snow removal contractors. There were a handful that expressed interest, but mostly in supplemental work on parking lots or aprons/ramp areas. None felt they had sufficient equipment or experience to address the runway surface. These supplemental areas are not a priority during significant snow events.

Request for Qualifications: Staff released a request for qualifications specifically inquiring about supplemental/on-call runway snow removal services. This RFQ was posted to the Airport's Website, the City of Holland's Website for RFQ's/Bids, and to the supplemental procurement portals they use. To date, staff have received two responses. One was a contractor with direct experience providing similar services for DTW and another is looking to explore the RFQ further. The RFQ process is designed to answer the baseline question whether companies are available in our region to provide the services as described and would be followed up with a formal bid process. Based on the responses received to date, there are a limited number of contractors operating in Michigan who do this work, though the RFQ remains open.

In summary, there are avenues for some supplemental/contractual snow removal services, but the viability of a permanent established solution seems to be mixed.

Procurement of Additional Support Equipment

This is an area with more available options but requires significant capital investment. There are two primary avenues for procurement: Direct Purchase or AIP Procurement. Direct purchase is rather straightforward, whereas AIP funding is contingent on a number of factors, including airport eligibility and amending the existing five-year Airport Capital Improvement Plan adopted by the Board.

Direct Purchase:

The Airport Advisory group met with a local vendor who supplies heavy equipment, including farm equipment and snow removal equipment. The advisory group reviewed a number of equipment options and products (snow plows, snow brushes, liquid deicing applicators, etc.).

The relevant quotes are attached to this report, however, assuming *if* the option of procurement were approved, it would likely be limited for this year. With this in mind, the Advisory Group landed on two particular items:

1. The MetalPless City Max snowplow
2. The New Holland T7 Tractor

The selected plow came highly recommended from Grand Rapids Airport and has an innovative design which allows it to conform to the shape of the respective paved surface (known as a live edge) as opposed to a standard rigid edge snowplow blade. The MetalPless blade, due to its ability to adjust to the contours of the runway surface, can scrape closer to the paved surface rather than a traditional plow blade, thus resulting in less compacted snow over ice.

The New Holland T7 Tractor was identified as a piece of equipment that could have broader uses beyond the winter months while also providing the capacity to move the blade and snow at comparable speeds to existing equipment. There are government lease programs that could be utilized if the Board were to pursue procurement. See attached lease proposals for reference.

If procurement were to be pursued, the tractor has already been bid on through a central governmental bidding site, Sourcewell.gov, so the Airport Authority would not need to go out to bid for this item. The Plow, on the other hand, would need to be bid out separately.

The pricing is broken down more clearly in the attached five-year projection, but procurement for the Tractor and plow, with the associated government lease to own options are just shy of \$500,000, with the cost being spread over a three to five year term. The Five year projection attached reflects a 48 month lease.

AIP Purchase:

Mead & Hunt had developed a draft update to the existing Airport Capital Improvement Plan to show the impact procurement of snow removal equipment would have on currently scheduled projects. Any AIP funded procurement of snow removal equipment would have to be eligibility based, and there is an application process MDOT uses in determining eligibility for General Aviation Airports. With this knowledge as a background, and after completing a recent AIP funded snow removal project for another Michigan Airport, Mead & Hunt provided this draft revision based on the equipment the airport *likely* would be eligible for. See attached Draft AIP revision for reference.

The out-of-pocket cost for the Airport Authority would be much lower on the front end *if* the airport were deemed eligible for AIP funded equipment (approximately \$42,000 local cost). But

this would come at the opportunity cost of other existing projects. Specifically, redirecting currently programmed entitlement funding. It is also likely that the Taxiway Alpha Rehab would be pushed back, though the Current Draft ACIP includes both projects side-by-side. Further Given the current projects underway, final procurement would likely not occur until CY26 or 27 at the earliest. Finally, AIP funding would, again, be contingent on eligibility.

Equipment Rental:

After reviewing the options outlined above, this was the option that the Advisory Group ended up gravitating toward the most at the end of its research. Throughout this process, and after reaching out to multiple airports regarding their snow removal strategies, questions persisted as far as which equipment would likely be most impactful. Current stock on field includes:

1. Standard plows
2. Runway Brush
3. Solid Deicing chemicals

It was difficult for the advisory group to say with a degree of certainty which supplemental pieces of equipment would have the most impact. After reviewing with other airport's, their assessment was that we currently have a robust offering of equipment for an airport of our size.

The Advisory group felt that though rental of equipment over the long term might not be the most cost effective, it might make more sense for trialing solutions in year one.

Rental options for heavy equipment (heavy loaders, tractors, etc.) are somewhat widely available. However, rental of equipment of plows etc. outside of what is currently on field is less available.

The Advisory group proposed a combination of approaches whereas the heavy equipment, like a tractor or loader could be rented, and a solution such as the CityMaxx plow itself could be purchased.

Staff have secured estimates for rental of compatible heavy equipment ranging from \$5,000 to \$6,000 per month. It is assumed the airport would want to have equipment onsite between mid October and Early April. So, an annual rental would be between \$35,000 - \$42,000. Cost for operating the equipment would be billed out by Avflight under their standard per hour rate. Lead time on a new CityMaxx plow is about 2-3 months.

Though the Plow would need to be bid out, estimated costs put the final purchase price at approximately \$51,000. Total year one cost for a trial basis would put the Airport between \$86 and \$93,000. Following years would include just the rental fee for heavy equipment, if the Authority wished to continue with this approach.

Recommendation

Due to the uncertain impact of supplemental equipment at this time, it's advised that the airport move forward cautiously, and in a limited fashion when it comes to directly procuring supplemental equipment. Procurement of a large piece of equipment like a truck or tractor at this

time would not be advisable, outside of AIP procurement. The long-term impact on the airport's fund balance would be significant and would likely push the airport outside of its approved minimum fund balance as permitted under the adopted fund balance policy.

Taking an incremental approach to the purchase of equipment would be more advisable, if the Authority wishes to self-fund additional equipment, balancing the purchase of targeted equipment with rental options when applicable.

Further, any conversation around procurement should also coincide with a further review of existing airport fees for non-based aircraft to ensure revenues can support the additional infrastructure.

At this point, staff would recommend the Board secure bids for the following:

1. The CityMaxx plow as described above.
2. Supplemental contract snow removal services from businesses that responded to the RFQ.
3. Quotes for heavy equipment rental over winter 2024/25.

If the Board approves the bid process recommended above, staff are confident final bids could be in hand in time for the next scheduled Board Meeting in August. Additionally, it is recommended that the Board direct the Operations Committee to propose a revised fee schedule to support the further investment in snow equipment for consideration of adoption at the August 12th Board meeting. Staff will also provide a financial forecast for the additional fee schedule.

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.

R Runway

C Condition

A Assessment

M Matrix

Assessment Criteria		Downgrade Assessment Criteria		
Runway Condition Description	Code	Mu (μ) ¹	Vehicle Deceleration or Directional Control Observation	Pilot Reported Braking Action
<ul style="list-style-type: none"> Dry 	6	40 or Higher		
<ul style="list-style-type: none"> Frost Wet (Includes Damp and 1/8 inch depth or less of water) 1/8 inch (3mm) depth or less of: <ul style="list-style-type: none"> Slush Dry Snow Wet Snow 	5		Braking deceleration is normal for the wheel braking effort applied AND directional control is normal.	Good
5° F (-15°C) and Colder outside air temperature: <ul style="list-style-type: none"> Compacted Snow 	4	39 to 30	Braking deceleration OR directional control is between Good and Medium.	Good to Medium
<ul style="list-style-type: none"> Slippery When Wet (wet runway) Dry Snow or Wet Snow (Any depth) over Compacted Snow Greater than 1/8 inch (3mm) depth of: <ul style="list-style-type: none"> Dry Snow Wet Snow Warmer than 5° F (-15°C) outside air temperature: <ul style="list-style-type: none"> Compacted Snow 	3	29 to 21	Braking deceleration is noticeably reduced for the wheel braking effort applied OR directional control is noticeably reduced.	Medium
Greater than 1/8 (3mm) inch depth of: <ul style="list-style-type: none"> Water Slush 	2	20 or Lower	Braking deceleration OR directional control is between Medium and Poor.	Medium to Poor
<ul style="list-style-type: none"> Ice² 	1		Braking deceleration is significantly reduced for the wheel braking effort applied OR directional control is significantly reduced.	Poor
<ul style="list-style-type: none"> Wet Ice² Slush over Ice Water over Compacted Snow² Dry Snow or Wet Snow over Ice² 	0		Braking deceleration is minimal to non-existent for the wheel braking effort applied OR directional control is uncertain.	Nil

¹ The correlation of the Mu (μ) values with runway conditions and condition codes in the Matrix are only approximate ranges from a generic friction measuring device and are intended to be used only to downgrade a runway condition code; with the exception of circumstances identified in Note 2. Airport operators should use their best judgment when using friction measuring devices for downgrade assessments, including their experience with the specific measuring devices used.

² In some circumstances, these runway surface conditions may not be as slippery as the runway condition code assigned by the Matrix. The airport operator may issue a higher runway condition code (but no higher than code 3) for each third of the runway if the Mu value for that third of the runway is 40 or greater obtained by a properly operated and calibrated friction measuring device, and all other observations, judgment, and vehicle braking action support the higher runway condition code. The decision to issue a higher runway condition code than would be called for by the Matrix cannot be based on Mu values alone; all available means of assessing runway slipperiness must be used and must support the higher runway condition code. This ability to raise the reported runway condition code to grade II, or can only be applied to those runway conditions listed under codes 0 and 1 in the Matrix.

The airport operator must also continually monitor the runway surface as long as the higher code is in effect to ensure that the runway surface condition does not deteriorate below the assigned code. The extent of monitoring must consider all variables that may affect the runway surface condition, including any precipitation conditions, changing temperatures, effects of wind, frequency of runway use, and type of aircraft using the runway. If sand or other approved runway treatments are used to satisfy the requirements for issuing this higher runway condition code, the continued monitoring program must confirm continued effectiveness of the treatment.

Caution: Temperatures near and above freezing (e.g., at 26.6° F (-3°C) and warmer) may cause contaminants to behave more slippery than indicated by the runway condition code given in the Matrix. At these temperatures, airport operators should exercise a heightened level of runway assessment, and should downgrade the runway condition code if appropriate.



Federal Aviation
Administration

Start Date UTC	End Date UTC	Issue Date UTC	Cancelled Date	NOTAM Tex	Activation Notes
1/9/2024 12:33	1/10/2024 12:33	1/9/2024 12:33	1/9/2024 16:17	IBW 01/002 BIV RWY 08 FICION 2/2/2 100 PCT 1/2IN SLUSH OBS AT 2401091233.	2401091233-2401101233
1/9/2024 16:17	1/10/2024 16:17	1/9/2024 16:17	1/9/2024 18:03	IBW 01/003 BIV RWY 08 FICION 3/3/3 100 PCT 1/8IN SLUSH OBS AT 2401091617.	2401091617-2401101617
1/9/2024 18:03	1/10/2024 18:03	1/9/2024 18:03	1/9/2024 19:07	IBW 01/005 BIV RWY 08 FICION 2/2/2 100 PCT 1/2IN SLUSH OBS AT 2401091803.	2401091803-2401101803
1/9/2024 18:49	1/10/2024 18:49	1/9/2024 18:49	1/9/2024 19:07	IBW 01/005 BIV RWY 08 FICION 4/4/4 40 PCT 1/8IN SLUSH AND 90 PCT WET OBS AT 2401091849.	2401091849-2401101849
1/9/2024 20:37	1/10/2024 20:37	1/9/2024 22:03	1/9/2024 22:03	IBW 01/007 BIV RWY 08 FICION 3/3/3 50 PCT 1/8IN SLUSH AND 50 PCT WET OBS AT 2401092037.	2401092037-2401102037
1/9/2024 22:03	1/10/2024 22:03	1/9/2024 22:03	1/10/2024 12:42	IBW 01/008 BIV RWY 08 FICION 2/2/2 100 PCT 1/4IN SLUSH OBS AT 2401092040.	2401092203-2401102203
1/10/2024 12:41	1/11/2024 12:41	1/10/2024 12:42	1/10/2024 17:09	IBW 01/010 BIV RWY 08 FICION 3/3/3 50 PCT 1/8IN SLUSH AND 50 PCT WET OBS AT 2401101241.	2401101241-2401111241
1/10/2024 17:09	1/11/2024 17:09	1/10/2024 17:09	1/11/2024 12:45	IBW 01/011 BIV RWY 08 FICION 5/5/5 10 PCT 1/8IN SLUSH AND 90 PCT WET OBS AT 2401101709.	2401101709-2401111709
1/11/2024 12:45	1/12/2024 12:45	1/11/2024 12:45	1/11/2024 12:55	IBW 01/012 BIV RWY 08 FICION 2/2/2 10 PCT 1/4IN WET SN OVER ICE AND 70 PCT 1/4IN WET SN OVER COMPACTED SN OBS AT 2401111245.	2401111245-2401121245
1/11/2024 12:55	1/12/2024 12:55	1/11/2024 12:55	1/11/2024 15:18	IBW 01/013 BIV RWY 08 FICION 1/1/1 80 PCT 1/4IN WET SN OVER COMPACTED SN AND 20 PCT 1/8IN WET SN OVER ICE OBS AT 2401111255.	2401111255-2401121255
1/11/2024 15:18	1/12/2024 15:18	1/11/2024 15:18	1/11/2024 16:43	IBW 01/014 BIV RWY 08 FICION 3/3/3 50 PCT 1/4IN WET SN OVER COMPACTED SN AND 50 PCT 1/8IN SLUSH OBS AT 2401111518.	2401111518-2401121518
1/11/2024 16:43	1/12/2024 16:43	1/11/2024 16:43	1/11/2024 19:52	IBW 01/015 BIV RWY 08 FICION 5/5/5 10 PCT 1/8IN SLUSH AND 90 PCT WET OBS AT 2401111643.	2401111643-2401121643
1/12/2024 19:52	1/13/2024 19:52	1/12/2024 19:52	1/12/2024 20:54	IBW 01/019 BIV RWY 08 FICION 3/3/3 100 PCT 1/4IN WET SN OBS AT 2401121952.	2401121952-2401131952
1/12/2024 20:54	1/13/2024 20:54	1/12/2024 20:54	1/12/2024 22:39	IBW 01/021 BIV RWY 08 FICION 3/3/3 100 PCT 1/4IN WET SN OBS AT 2401122054.	2401122054-2401132054
1/12/2024 22:39	1/13/2024 22:39	1/12/2024 22:39	1/13/2024 14:17	IBW 01/022 BIV RWY 08 FICION 1/1/1 50 PCT 2IN WET SN OVER COMPACTED SN AND 50 PCT 1IN SLUSH OBS AT 2401122239.	2401122239-2401132239
1/13/2024 14:17	1/14/2024 14:17	1/13/2024 14:17	1/13/2024 15:50	IBW 01/023 BIV RWY 08 FICION 1/1/1 20 PCT 1IN DRY SN OVER OVER ICE AND 80 PCT 1IN DRY SN OVER COMPACTED SN OBS AT 2401131417.	2401131417-2401141417
1/13/2024 15:50	1/14/2024 15:50	1/13/2024 15:50	1/13/2024 18:34	IBW 01/027 BIV RWY 08 FICION 1/1/1 50 PCT ICE AND 50 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401131550.	2401131550-2401141550
1/13/2024 18:34	1/14/2024 18:34	1/13/2024 18:34	1/13/2024 19:11	IBW 01/028 BIV RWY 08 FICION 1/1/1 50 PCT ICE AND 50 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401131834.	2401131834-2401141834
1/13/2024 19:11	1/14/2024 19:11	1/13/2024 19:11	1/14/2024 13:21	IBW 01/029 BIV RWY 08 FICION 1/1/1 80 PCT ICE AND 20 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401131911.	2401131911-2401141911
1/14/2024 13:21	1/15/2024 13:21	1/14/2024 13:21	1/14/2024 12:58	IBW 01/030 BIV RWY 08 FICION 1/1/1 75 PCT ICE AND 25 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401141321.	2401141321-2401151321
1/14/2024 12:58	1/15/2024 12:58	1/14/2024 12:58	1/15/2024 13:18	IBW 01/032 BIV RWY 08 FICION 1/1/1 25 PCT ICE AND 75 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401142315.	2401142315-2401152315
1/15/2024 13:18	1/16/2024 13:18	1/15/2024 13:18	1/15/2024 18:59	IBW 01/033 BIV RWY 08 FICION 1/1/1 25 PCT 3/4IN DRY SN OVER ICE AND 75 PCT ICE OBS AT 2401151318.	2401151318-2401161318
1/15/2024 18:59	1/16/2024 18:59	1/15/2024 18:59	1/15/2024 22:01	IBW 01/038 BIV RWY 08 FICION 1/1/1 75 PCT ICE AND 25 PCT 1/8IN DRY SN OVER ICE OBS AT 2401151859.	2401151859-2401161859
1/15/2024 22:01	1/16/2024 22:01	1/15/2024 22:01	1/16/2024 13:24	IBW 01/039 BIV RWY 08 FICION 1/1/1 20 PCT 1/2IN DRY SN OVER ICE AND 80 PCT ICE OBS AT 2401152201.	2401152201-2401162201
1/16/2024 13:24	1/17/2024 13:24	1/16/2024 13:24	1/16/2024 14:04	IBW 01/041 BIV RWY 08 FICION 3/3/3 10 PCT ICE AND 60 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401161324.	2401161324-2401171324
1/16/2024 14:04	1/17/2024 14:04	1/16/2024 14:04	1/16/2024 18:58	IBW 01/043 BIV RWY 26 FICION 3/3/3 10 PCT ICE AND 70 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401161404.	2401161404-2401171404
1/16/2024 18:58	1/17/2024 18:58	1/16/2024 18:58	1/16/2024 19:42	IBW 01/044 BIV RWY 26 FICION 3/3/3 10 PCT ICE AND 80 PCT 1/2IN DRY SN OVER COMPACTED SN OBS AT 2401161858.	2401161858-2401171858
1/16/2024 19:42	1/17/2024 19:42	1/16/2024 19:42	1/16/2024 20:53	IBW 01/045 BIV RWY 26 FICION 3/3/3 10 PCT ICE AND 90 PCT 1/4IN DRY SN OVER COMPACTED SN, 20 PCT ICE AND 80 PCT 1/4IN DRY SN OVER COMPACTED SN, 10 PCT ICE AND 70 PCT 1/4IN DRY SN OVER COMPACTED SN, 10IN WINDROWS OBS AT 2401161942.	2401161942-2401171942
1/16/2024 20:53	1/17/2024 20:53	1/16/2024 20:53	1/17/2024 12:58	IBW 01/046 BIV RWY 26 FICION 3/3/3 10 PCT ICE AND 90 PCT 1/4IN DRY SN OVER COMPACTED SN, 20 PCT ICE AND 80 PCT 1/4IN DRY SN OVER COMPACTED SN, 10 PCT ICE AND 70 PCT 1/4IN DRY SN OVER COMPACTED SN, 10IN WINDROWS OBS AT 2401162053.	2401162053-2401172053
1/17/2024 12:58	1/18/2024 12:58	1/17/2024 12:58	1/17/2024 13:54	IBW 01/047 BIV RWY 26 FICION 3/3/3 10 PCT ICE AND 70 PCT 1/4IN DRY SN OVER COMPACTED SN, 20 PCT ICE AND 80 PCT 1/4IN DRY SN OVER COMPACTED SN, 20 PCT ICE AND 70 PCT 1/4IN DRY SN OVER COMPACTED SN, 10IN WINDROWS OBS AT 2401201754.	2401201754-2401211754
1/18/2024 13:19	1/19/2024 13:19	1/18/2024 13:19	1/18/2024 17:31	IBW 01/050 BIV RWY 26 FICION 3/3/3 10 PCT ICE AND 50 PCT 1/8IN DRY SN OVER COMPACTED SN, 10 PCT ICE AND 60 PCT 1/8IN DRY SN OVER COMPACTED SN, 10 PCT ICE AND 60 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401181319.	2401181319-2401191319
1/18/2024 17:31	1/19/2024 17:31	1/18/2024 17:31	1/19/2024 13:34	IBW 01/052 BIV RWY 26 FICION 3/3/3 10 PCT ICE AND 40 PCT 1/8IN DRY SN OVER COMPACTED SN, 10 PCT ICE AND 60 PCT 1/8IN DRY SN OVER COMPACTED SN, 10 PCT ICE AND 60 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401181731.	2401181731-2401191731
1/19/2024 13:34	1/20/2024 13:34	1/19/2024 13:34	1/19/2024 17:17	IBW 01/053 BIV RWY 26 FICION 3/3/3 10 PCT ICE AND 75 PCT 1/4IN DRY SN OVER COMPACTED SN, 80 PCT 1/8IN DRY SN OVER COMPACTED SN AND 20 PCT 1/4IN DRY SN, 80 PCT 1/8IN DRY SN OVER COMPACTED SN AND 20 PCT 1/4IN DRY SN OBS AT 2401191334.	2401191334-2401201334
1/19/2024 17:17	1/20/2024 17:17	1/19/2024 17:17	1/19/2024 19:23	IBW 01/060 BIV RWY 26 FICION 3/3/3 10 PCT ICE AND 75 PCT 1/4IN DRY SN OVER COMPACTED SN, 80 PCT 1/8IN DRY SN OVER COMPACTED SN AND 20 PCT 1/4IN DRY SN, 80 PCT 1/8IN DRY SN OVER COMPACTED SN AND 20 PCT 1/4IN DRY SN OBS AT 2401191717.	2401191717-2401201717
1/19/2024 19:22	1/20/2024 19:22	1/19/2024 19:23	1/19/2024 20:26	IBW 01/061 BIV RWY 26 FICION 3/3/3 20 PCT ICE AND 50 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401191922.	2401191922-2401201922
1/19/2024 20:26	1/20/2024 20:26	1/19/2024 20:26	1/20/2024 13:00	IBW 01/062 BIV RWY 26 FICION 3/3/3 20 PCT ICE AND 50 PCT 1/8IN DRY SN OVER COMPACTED SN, 10 PCT ICE AND 30 PCT 1/8IN DRY SN OVER COMPACTED SN, 20 PCT ICE AND 30 PCT 1/8IN DRY SN OVER COMPACTED SN OBS AT 2401192026.	2401192026-2401202026
1/20/2024 13:00	1/21/2024 13:00	1/20/2024 13:00	1/20/2024 17:54	IBW 01/063 BIV RWY 26 FICION 3/3/3 20 PCT 1/2IN DRY SN OVER ICE AND 80 PCT 1/2IN DRY SN 12IN WINDROWS OBS AT 2401201300.	2401201300-2401211300
1/20/2024 17:54	1/21/2024 17:54	1/20/2024 17:54	1/20/2024 21:07	IBW 01/064 BIV RWY 26 FICION 3/3/3 20 PCT 1/2IN DRY SN OVER ICE AND 80 PCT 1/2IN DRY SN 12IN WINDROWS OBS AT 2401201754.	2401201754-2401211754
1/20/2024 21:07	1/21/2024 21:07	1/21/2024 13:04	1/21/2024 13:04	IBW 01/066 BIV RWY 26 FICION 3/3/3 20 PCT 1/4IN DRY SN OVER OVER ICE AND 80 PCT 1/4IN DRY SN OVER COMPACTED SN 24IN WINDROWS OBS AT 2401202107.	2401202107-2401212107
1/21/2024 13:04	1/22/2024 13:04	1/21/2024 13:04	1/21/2024 14:19	IBW 01/068 BIV RWY 26 FICION 3/3/3 25 PCT 1/4IN DRY SN OVER ICE AND 75 PCT 1/4IN DRY SN OVER COMPACTED SN, 10 PCT ICE AND 60 PCT 1/4IN DRY SN OVER ICE AND 80 PCT 1/4IN DRY SN OVER COMPACTED SN, 20 PCT 1/4IN DRY SN OVER ICE AND 80 PCT 1/4IN DRY SN OVER COMPACTED SN 24IN WINDROWS OBS AT 2401211304.	2401211304-2401221304
1/21/2024 14:19	1/22/2024 14:19	1/21/2024 14:19	1/21/2024 19:18	IBW 01/069 BIV RWY 26 FICION 3/3/3 25 PCT 1/4IN DRY SN OVER ICE AND 75 PCT PCT COMPACTED SN 24IN WINDROWS OBS AT 2401211419.	2401211419-2401221419
1/21/2024 19:18	1/22/2024 19:18	1/21/2024 19:18	1/21/2024 23:44	IBW 01/070 BIV RWY 26 FICION 3/3/3 20 PCT ICE AND 75 PCT COMPACTED SN 24IN WINDROWS OBS AT 2401211918.	2401211918-2401221918
1/21/2024 23:44	1/22/2024 23:44	1/22/2024 13:57	1/22/2024 13:57	IBW 01/071 BIV RWY 26 FICION 3/3/3 20 PCT ICE AND 70 PCT COMPACTED SN, 10 PCT ICE AND 75 PCT COMPACTED SN 24IN WINDROWS OBS AT 2401212344.	2401212344-2401222344
1/22/2024 13:57	1/23/2024 13:57	1/22/2024 13:57	1/22/2024 18:01	IBW 01/072 BIV RWY 26 FICION 3/3/3 10 PCT 1/4IN DRY SN OVER ICE AND 70 PCT 1/4IN DRY SN OVER COMPACTED SN, 20 PCT 1/4IN DRY SN OVER ICE AND 70 PCT 1/4IN DRY SN OVER COMPACTED SN 24IN WINDROWS OBS AT 2401212357.	2401212357-2401221357
1/22/2024 18:01	1/23/2024 18:01	1/22/2024 18:01	1/22/2024 18:55	IBW 01/073 BIV RWY 26 FICION 1/1/1 25 PCT 1/4IN DRY SN OVER ICE AND 75 PCT ICE 24IN WINDROWS OBS AT 2401221801.	2401221801-2401231801
1/22/2024 18:55	1/23/2024 18:55	1/22/2024 13:15	1/23/2024 13:15	IBW 01/074 BIV RWY 26 FICION 1/1/1 25 PCT 1/4IN DRY SN OVER ICE AND 75 PCT ICE 24IN WINDROWS OBS AT 2402221855.	2402221855-2401231855
1/23/2024 13:15	1/24/2024 13:15	1/23/2024 13:15	1/23/2024 15:31	IBW 01/075 BIV RWY 26 FICION 1/1/1 50 PCT ICE AND 50 PCT 1/2IN SLUSH 24IN WINDROWS OBS AT 2401231315.	2401231315-2401241315
1/23/2024 15:31	1/24/2024 15:31	1/23/2024 15:31	1/23/2024 17:26	IBW 01/076 BIV RWY 26 FICION 2/1/1 40 PCT WET AND 60 PCT 1/4IN SLUSH 24IN WINDROWS OBS AT 2401231531.	2401231531-2401241531
1/23/2024 17:13	1/24/2024 17:13	1/23/2024 17:26	1/24/2024 15:04	IBW 01/083 BIV RWY 26 FICION 5/5/5 90 PCT WET AND 10 PCT 1/4IN SLUSH 24IN WINDROWS OBS AT 2401231713.	2401231713-2401241713
1/24/2024 15:04	1/25/2024 15:04	1/24/2024 15:04	1/24/2024 15:04	IBW 01/084 BIV RWY 26 FICION 5/5/5 10 PCT 1/8IN SLUSH AND 90 PCT WET, 40 PCT WET AND 10 PCT 1/4IN SLUSH, 90 PCT WET AND 10 PCT 1/4IN SLUSH 24IN WINDROWS OBS AT 2401241504.	2401241504-2401251504
2/15/2024 11:32	2/16/2024 11:32	2/15/2024 11:32	2/15/2024 11:54	IBW 02/004 BIV RWY 08 FICION 3/3/3 100 PCT 1/4IN WET SN OBS AT 2402151132.	2402151132-2402161132
2/15/2024 11:53	2/16/2024 11:53	2/15/2024 11:54	2/15/2024 12:13	IBW 02/005 BIV RWY 08 FICION 3/3/3 100 PCT 3/4IN WET SN OBS AT 2402151153.	2402151153-2402161153
2/15/2024 12:13	2/16/2024 12:13	2/15/2024 12:13	2/15/2024 13:36	IBW 02/009 BIV RWY 08 FICION 3/3/3 100 PCT 1IN WET SN OBS AT 2402151213.	2402151213-2402161213
2/15/2024 13:36	2/16/2024 13:36	2/15/2024 13:36	2/15/2024 15:05	IBW 02/010 BIV RWY 08 FICION 3/3/3 50 PCT 1/4IN WET SN AND 50 PCT 1/8IN SLUSH OBS AT 2402151336.	2402151336-2402161336
2/15/2024 15:05	2/16/2024 15:05	2/15/2024 15:05	2/15/2024 16:07	IBW 02/013 BIV RWY 08 FICION 5/5/5 20 PCT 1/8IN SLUSH AND 80 PCT WET OBS AT 2402151505.	2402151505-2402161505
2/15/2024 16:08	2/16/2024 16:08	2/15/2024 16:08	2/15/2024 18:19	IBW 02/014 BIV RWY 26 FICION 5/5/5 10 PCT 1/8IN SLUSH AND 90 PCT WET OBS AT 2402151608.	2402151608-2402161608
2/15/2024 18:19	2/16/2024 18:19	2/15/2024 18:19	2/15/2024 20:46	IBW 02/016 BIV RWY 26 FICION 5/5/5 100 PCT WET OBS AT 2402151819.	2402151819-2402161819
2/17/2024 12:18	2/18/2024 12:18	2/17/2024 12:18		IBW 02/019 BIV RWY 26 FICION 5/5/5 30 PCT 1/8IN DRY SN, 40 PCT 1/8IN DRY SN, 30 PCT 1/8IN DRY SN OBS AT 2402171218.	2402171218-2402181218
2/28/2024 15:46	2/29/2024 15:46	2/28/2024 15:46	2/28/2024 16:47	IBW 02/023 BIV RWY 26 FICION 5/5/5 10 PCT ICE AND 20 PCT 1/8IN DRY SN OBS AT 2402281546.	2402281546-2402291546
2/28/2024 16:36	2/29/2024 16:36	2/28/2024 16:47	2/29/2024 13:52	IBW 02/026 BIV RWY 26 FICION 5/5/5 10 PCT ICE AND 20 PCT 1/8IN DRY SN OBS AT 2402281636.	2402281636-2402291636
3/10/2024 12:54	3/11/2024 12:54	3/10/2024 12:54	3/10/2024 14:32	IBW 03/004 BIV RWY 26 FICION 1/1/1 50 PCT ICE AND 10 PCT 1/8IN DRY SN OVER ICE, 40 PCT ICE AND 10 PCT 1/8IN DRY SN OVER ICE OBS AT 2403101254.	2403101254-2403111254
3/18/2024 10:17	3/19/2024 10:17	3/18/2024 10:17	3/18/2024 12:16	IBW 03/008 BIV RWY 26 FICION 1/1/1 40 PCT ICE AND 80 PCT 1/8IN DRY SN SANDED OBS AT 2403181017.	2403181017-2403191017
3/18/2024 12:16	3/19/2024 12:16	3/18/2024 12:16	3/18/2024 14:33	IBW 03/010 BIV RWY 26 FICION 1/1/1 40 PCT ICE AND 80 PCT 1/8IN DRY SN SANDED OBS AT 2403181216.	2403181216-2403191216
3/18/2024 14:33	3/19/2024 14:33	3/18/2024 14:18	IBW 03/009 BIV RWY 26 FICION 5/5/5 20 PCT ICE AND 80 PCT WET SANDED OBS AT 2403181433.	2403181433-2403191433	
3/18/2024 17:18	3/19/2024 17:18	3/18/2024 17:18	3/18/2024 18:46	IBW 03/010 BIV RWY 26 FICION 5/5/5 10 PCT ICE AND 90 PCT WET SANDED OBS AT 2403181718.	2403181718-2403191718
3/22/2024 10:03	3/22/2024 10:03	3/22/2024 12:40	IBW 03/011 BIV RWY 08 FICION 3/3/3 100 PCT 1IN WET SN OBS AT 2403221003.	2403	

**West Michigan Airport Authority -Rental Option
Fiscal Projection**

	Approved Budget FY 2022	Actual Year End FY 2022	(CPI 4% Applied) Amended FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
REVENUES									
FBO Franchise Fee	\$ 23,500	\$ 24,910	\$ 27,500	\$ 27,600	\$ 29,000	\$ 29,725	\$ 30,468	\$ 31,230	\$ 32,011
ARPA (2021)	\$	\$ 57,000	\$ 148,000						
Fuel Flowage Fee	\$ 70,000	\$ 82,765	\$ 80,000	\$ 82,000	\$ 84,460	\$ 86,572	\$ 88,736	\$ 90,954	\$ 93,228
Property Tax - Holland City	\$ 110,000	\$ 115,812	\$ 120,800	\$ 128,090	\$ 130,000	\$ 133,250	\$ 136,581	\$ 139,996	\$ 143,496
Property Tax - Park Township	\$ 109,000	\$ 116,990	\$ 123,600	\$ 120,000	\$ 120,000	\$ 123,000	\$ 126,075	\$ 129,227	\$ 132,458
Property Tax - Zeeland City	\$ 60,000	\$ 80,178	\$ 82,200	\$ 80,000	\$ 80,000	\$ 82,000	\$ 84,050	\$ 86,151	\$ 88,305
Investment Income	\$ 12,000	\$ 7,695	\$ 23,000	\$ 30,000	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
State reimbursement - personal property tax loss	\$ 10,000	\$ 20,138	\$ 20,700	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Rental - Hangar Land Lease	\$ 107,357	\$ 64,330	\$ 128,500	\$ 120,000	\$ 170,000	\$ 174,250	\$ 178,606	\$ 183,071	\$ 187,648
Rental - Agricultural Land Lease	\$ 12,500	\$ 13,364	\$ 13,500	\$ 12,350	\$ 12,500	\$ 12,813	\$ 13,133	\$ 13,461	\$ 13,798
Rental - T Hangars	\$ 57,653	\$ 57,653	\$ 58,000	\$ 60,000	\$ 61,800	\$ 63,345	\$ 64,929	\$ 66,552	\$ 68,216
Landing Fees	\$ 24,000	\$ 29,297	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,750	\$ 31,519	\$ 32,307	\$ 33,114
Business Center Rental fee	\$ 8,400	\$ 8,750	\$ 8,800	\$ 8,900	\$ 9,600	\$ 9,840	\$ 10,086	\$ 10,338	\$ 10,597
Misc/Recoveries	\$	\$ 4,755	\$ 2,900						
Subtotal Revenues	\$ 604,410	\$ 683,637	\$ 867,500	\$ 716,940	\$ 760,360	\$ 773,544	\$ 792,183	\$ 811,287	\$ 830,869
EXPENSES									
				Fy24	FY25				
Heavy Equipment Rental					\$ 42,000				
Plow					\$ 50,000				
Approx. Additional Property Insurance Premium					\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Staffing	\$ 109,400	\$ 132,500	\$ 113,800	\$ 121,800.00	\$ 135,490.32	\$ 149,987.78	\$ 166,036.48	\$ 183,802.38	\$ 203,469.23
Comm. Engagement & Ops. Specialist				\$ 18,000.00	\$ 54,100.00	\$ 56,805.00	\$ 59,645.25	\$ 62,627.51	\$ 65,758.89
Insurance Health Buy Out)			\$ 3,000	\$ 3,000.00	\$ 7,032.00	\$ 7,172.64	\$ 7,316.09	\$ 7,462.41	\$ 7,611.66
Intern					\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00
Reitremment MERS			\$ 7,700	\$ 13,400.00	\$ 15,167	\$ 16,543	\$ 18,055	\$ 19,714	\$ 21,538
Insurance - Income			\$ 120	\$ 120.00	\$ 124	\$ 127	\$ 130	\$ 133	\$ 136
FICA/Medicare Contribution			\$ 10,600	\$ 12,800.00	\$ 14,504	\$ 15,820	\$ 17,265	\$ 18,852	\$ 20,596
Workers Comp			\$ 200	\$ 300.00	\$ 332	\$ 362	\$ 395	\$ 431	\$ 471
Postage	\$ -	\$ 100	\$ 100	\$ 100.00	\$ 103	\$ 106	\$ 108	\$ 111	\$ 114
Operating supplies	\$ 1,500	\$ 1,500	\$ 1,500	\$ 2,000.00	\$ 2,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Operating supplies - controlled capital	\$ 1,600	\$ 2,500	\$ 1,800	\$ -	\$ 1,000	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600
Photocopies	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance - Buildings & Grounds Maintenance	\$ 9,000	\$ 9,000	\$ 9,813	\$ 6,000.00	\$ 6,500	\$ 6,663	\$ 6,829	\$ 7,000	\$ 7,175
Maintenance - Equipment Maintenance General			\$ 6,000	\$ 6,000.00	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Maintenance - Equipment Maintenance - ILS	\$ 20,000	\$ 20,000	\$ 16,000	\$ 16,000.00	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
Maintenance-Tree Clearing	\$ 40,300	\$ 40,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance - Contract - Snowplowing	\$ 50,000	\$ 40,000	\$ 50,000	\$ 64,000.00	\$ 60,000	\$ 61,500	\$ 63,038	\$ 64,613	\$ 66,229
Maintenance - Contract - Mowing	\$ 30,000	\$ 30,000	\$ 45,000	\$ 45,000.00	\$ 45,000	\$ 46,125	\$ 47,278	\$ 48,460	\$ 49,672
Maintenance - Contract - General Repairs/ Maintenance	\$ 23,000	\$ 23,000	\$ 25,000	\$ 20,000.00	\$ 20,000	\$ 20,500	\$ 21,013	\$ 21,538	\$ 22,076
Advertising/Promotional	\$ 35,000	\$ 40,000	\$ 40,000	\$ 45,000.00	\$ 57,000	\$ 58,425	\$ 59,886	\$ 61,383	\$ 62,917
Contract - Legal	\$ 20,000	\$ 10,000	\$ 20,000	\$ 20,000.00	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Contract - Strat. Support Services (Move to Capital)	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000.00					
Contract - Engineering (Move to Capital)									
Contract - (Finance) Management Services	\$ 28,000	\$ 28,000	\$ 28,000	\$ 31,400.00	\$ 37,221	\$ 38,152	\$ 39,105	\$ 40,083	\$ 41,085
Contract - Airport Manager	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000.00	\$ 2,459	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Contract-Financial Services Fees	\$ -	\$ 2,000	\$ 2,000	\$ 2,000.00	\$ 37,221	\$ 31,400	\$ 32,185	\$ 32,990	\$ 33,814
Contract - Audit	\$ 7,900	\$ 7,800	\$ 8,100	\$ 8,300.00	\$ 8,500	\$ 8,713	\$ 8,930	\$ 9,154	\$ 9,382
Travel, Conferences, Seminars	\$ 1,000	\$ 1,300	\$ 3,100	\$ 1,115.00	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Professional Development				\$ 4,000.00	\$ 4,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Communications/Cellular			\$ 1,200	\$ 1,200	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
Commercial Insurance Premium	\$ 27,000	\$ 27,400	\$ 31,794	\$ 34,072	\$ 35,000	\$ 35,875	\$ 36,772	\$ 37,691	\$ 38,633
Utilities - T Hangars	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700
Utilities - Runway Lights	\$ 6,700	\$ 6,700	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,150	\$ 6,304	\$ 6,461	\$ 6,623
Utilities - Landing Lights & Systems	\$ 4,500	\$ 4,500	\$ 4,500	\$ 3,500	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Utilities - Fence Gates	\$ 700	\$ 500	\$ 500	\$ 500	\$ 550	\$ 564	\$ 578	\$ 592	\$ 607
Utilities - Parking Lot Lighting	\$ 1,700	\$ 1,000	\$ 700	\$ 750	\$ 800	\$ 820	\$ 841	\$ 862	\$ 883
ABC-Building & Grounds	\$ 5,000	\$ 5,000	\$ 4,500	\$ 5,000	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,384	\$ 5,519
ABC-Communications/Telephone	\$ 6,700	\$ 6,700	\$ 3,800	\$ 3,800	\$ 3,800	\$ 3,895	\$ 3,992	\$ 4,092	\$ 4,194
TDS			\$ 600	\$ 600					
ABC-Communications/Internet			\$ 2,900	\$ 3,300	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
ABC-BPW utilities	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000	\$ 19,500	\$ 19,988	\$ 20,487	\$ 20,999	\$ 21,524
ABC-Natural Gas	\$ 5,000	\$ 5,000	\$ 6,500	\$ 2,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
ABC-equipment maintenance	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,384	\$ 5,519
ABC-Cleaning	\$ 8,000	\$ 7,500	\$ 7,500	\$ 8,000	\$ 8,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Land lease rent	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Miscellaneous	\$ 2,000	\$ 2,000	\$ 3,500	\$ 2,000	\$ 2,300	\$ 2,358	\$ 2,416	\$ 2,477	\$ 2,539
Meeting Expenses			\$ 2,068	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Dues & Subscriptions	\$ 600	\$ 1,000	\$ 2,100	\$ 2,200	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Contingency - General	\$ 10,000	\$ 10,000	\$ 10,000	\$ 71,530	\$ 66,344	\$ 56,785	\$ 45,513	\$ 32,334	\$ 17,031
T hangar repairs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 8,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Reserves for ABC maintenance/repairs	\$ 25,000	\$ 25,000	\$ -						
Refund Tax Property Prior Year			\$ 300						
Subtotal Expenses	\$ 532,700	\$ 543,400	\$ 529,395	\$ 639,287	\$ 841,347	\$ 755,483	\$ 775,023	\$ 795,032	\$ 815,519
Balance	\$ 71,710	\$ 140,237	\$ 338,105	\$ 77,653	\$ (80,987)	\$ 18,061	\$ 17,160	\$ 16,256	\$ 15,350
Net Unassigned General Fund Operating Reserves, Beg of Year			\$ 1,238,947	\$ 1,577,052	\$ 1,020,559	\$ 939,572	\$ 957,633	\$ 974,793	\$ 991,049
Net Surplus (Deficit) Operating			\$ 338,105	\$ 77,653	\$ (80,987)	\$ 18,061	\$ 17,160	\$ 16,256	\$ 15,350
Transfers to Capital Fund			\$ (500,000)						
Transfer to Capital Fund (in excess of 125%)			\$ (134,146)						
Net Unassigned General Fund Operating Reserves, End of Year			\$ 1,577,052	\$ 1,020,559	\$ 939,572	\$ 957,633	\$ 974,793	\$ 991,049	\$ 1,006,399
Fund Balance % of Operating Expenditures			298%	160%	112%	127%	126%	125%	123%

CPI (per Bureau of Labor Statistics Forecast)

**Note: Property Tax increase capped at lessor of 5% or CPI

6.3%

3.0%

2.5%

2.5%

2.5%

2.5%

**West Michigan Airport Authority
Fiscal Projection 1K Lease to Own**

	Approved Budget FY 2022	Actual Year End FY 2022	(CPI 4% Applied) Amended FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
REVENUES									
FBO Franchise Fee	\$ 23,500	\$ 24,910	\$ 27,500	\$ 27,600	\$ 29,000	\$ 29,725	\$ 30,468	\$ 31,230	\$ 32,011
ARPA (2021)	\$	\$ 57,000	\$ 148,000						
Fuel Flowage Fee	\$ 70,000	\$ 82,765	\$ 80,000	\$ 82,000	\$ 84,460	\$ 86,572	\$ 88,736	\$ 90,954	\$ 93,228
Property Tax - Holland City	\$ 110,000	\$ 115,812	\$ 120,800	\$ 128,090	\$ 130,000	\$ 133,250	\$ 136,581	\$ 139,996	\$ 143,496
Property Tax - Park Township	\$ 109,000	\$ 116,990	\$ 123,600	\$ 120,000	\$ 120,000	\$ 123,000	\$ 126,075	\$ 129,227	\$ 132,458
Property Tax - Zeeland City	\$ 60,000	\$ 80,178	\$ 82,200	\$ 80,000	\$ 80,000	\$ 82,000	\$ 84,050	\$ 86,151	\$ 88,305
Investment Income	\$ 12,000	\$ 7,695	\$ 23,000	\$ 30,000	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
State reimbursement - personal property tax loss	\$ 10,000	\$ 20,138	\$ 20,700	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Rental - Hangar Land Lease	\$ 107,357	\$ 64,330	\$ 128,500	\$ 120,000	\$ 170,000	\$ 174,250	\$ 178,606	\$ 183,071	\$ 187,648
Rental - Agricultural Land Lease	\$ 12,500	\$ 13,364	\$ 13,500	\$ 12,350	\$ 12,500	\$ 12,813	\$ 13,133	\$ 13,461	\$ 13,798
Rental - T Hangars	\$ 57,653	\$ 57,653	\$ 58,000	\$ 60,000	\$ 61,800	\$ 63,345	\$ 64,929	\$ 66,552	\$ 68,216
Landing Fees	\$ 24,000	\$ 29,297	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,750	\$ 31,519	\$ 32,307	\$ 33,114
Business Center Rental fee	\$ 8,400	\$ 8,750	\$ 8,800	\$ 8,900	\$ 9,600	\$ 9,840	\$ 10,086	\$ 10,338	\$ 10,597
Misc/Recoveries	\$	\$ 4,755	\$ 2,900						
Subtotal Revenues	\$ 604,410	\$ 683,637	\$ 867,500	\$ 716,940	\$ 760,360	\$ 773,544	\$ 792,183	\$ 811,287	\$ 830,869
EXPENSES									
T7 - Burnips Muni Lease 1k Hours (48 M)				FY24	FY25				
Plow					\$ 56,509	\$ 56,509	\$ 56,509	\$ 56,509	\$ 132,000
Tank Sprayer					\$ 50,000				
Approx. Additional Property Insurance Premium					\$ 21,760				
Liquid Deicer					\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
					\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Staffing	\$ 109,400	\$ 132,500	\$ 113,800	\$ 121,800.00	\$ 135,490.32	\$ 149,987.78	\$ 166,036.48	\$ 183,802.38	\$ 203,469.23
Comm. Engagement & Ops. Specialist				\$ 18,000.00	\$ 54,100.00	\$ 56,805.00	\$ 59,645.25	\$ 62,627.51	\$ 65,758.89
Insurance Health Buy Out)			\$ 3,000	\$ 3,000.00	\$ 7,032.00	\$ 7,172.64	\$ 7,316.09	\$ 7,462.41	\$ 7,611.66
Intern					\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00
Reitremet MERS			\$ 7,700	\$ 13,400.00	\$ 15,167	\$ 16,543	\$ 18,055	\$ 19,714	\$ 21,538
Insurance - Income			\$ 120	\$ 120.00	\$ 124	\$ 127	\$ 130	\$ 133	\$ 136
FICA/Medicare Contribution			\$ 10,600	\$ 12,800.00	\$ 14,504	\$ 15,820	\$ 17,265	\$ 18,852	\$ 20,596
Workers Comp			\$ 200	\$ 300.00	\$ 332	\$ 362	\$ 395	\$ 431	\$ 471
Postage	\$ -	\$ 100	\$ 100	\$ 100.00	\$ 103	\$ 106	\$ 108	\$ 111	\$ 114
Operating supplies	\$ 1,500	\$ 1,500	\$ 1,500	\$ 2,000.00	\$ 2,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Operating supplies - controlled capital	\$ 1,600	\$ 2,500	\$ 1,800	\$ -	\$ 1,000	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600
Photocopies	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance - Buildings & Grounds Maintenance	\$ 9,000	\$ 9,000	\$ 9,813	\$ 6,000.00	\$ 6,500	\$ 6,663	\$ 6,829	\$ 7,000	\$ 7,175
Maintenance - Equipment Maintenance General			\$ 6,000	\$ 6,000.00	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Maintenance - Equipment Maintenance - ILS	\$ 20,000	\$ 20,000	\$ 16,000	\$ 16,000.00	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
Maintenance-Tree Clearing	\$ 40,300	\$ 40,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance - Contract - Snowplowing	\$ 50,000	\$ 40,000	\$ 50,000	\$ 64,000.00	\$ 60,000	\$ 61,500	\$ 63,038	\$ 64,613	\$ 66,229
Maintenance - Contract - Mowing	\$ 30,000	\$ 30,000	\$ 45,000	\$ 45,000.00	\$ 45,000	\$ 46,125	\$ 47,278	\$ 48,460	\$ 49,672
Maintenance - Contract - General Repairs/ Maintenance	\$ 23,000	\$ 23,000	\$ 25,000	\$ 20,000.00	\$ 20,000	\$ 20,500	\$ 21,013	\$ 21,538	\$ 22,076
Advertising/Promotional	\$ 35,000	\$ 40,000	\$ 40,000	\$ 45,000.00	\$ 57,000	\$ 58,425	\$ 59,886	\$ 61,383	\$ 62,917
Contract - Legal	\$ 20,000	\$ 10,000	\$ 20,000	\$ 20,000.00	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Contract - Strat. Support Services (Move to Capital)	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000.00					
Contract - Engineering (Move to Capital)									
Contract - (Finance) Management Services	\$ 28,000	\$ 28,000	\$ 28,000	\$ 31,400.00	\$ 37,221	\$ 38,152	\$ 39,105	\$ 40,083	\$ 41,085
Contract - Airport Manager	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000.00	\$ 2,459	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Contract-Financial Services Fees	\$ -	\$ 2,000	\$ 2,000	\$ 2,000.00	\$ 37,221	\$ 31,400	\$ 32,185	\$ 32,990	\$ 33,814
Contract - Audit	\$ 7,900	\$ 7,800	\$ 8,100	\$ 8,300.00	\$ 8,500	\$ 8,713	\$ 8,930	\$ 9,154	\$ 9,382
Travel, Conferences, Seminars	\$ 1,000	\$ 1,300	\$ 3,100	\$ 1,115.00	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Professional Development				\$ 4,000.00	\$ 4,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Communications/Cellular			\$ 1,200	\$ 1,200.00	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
Commercial Insurance Premium	\$ 27,000	\$ 27,400	\$ 31,794	\$ 34,072.00	\$ 35,000	\$ 35,875	\$ 36,772	\$ 37,691	\$ 38,633
Utilities - T Hangars	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000.00	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700
Utilities - Runway Lights	\$ 6,700	\$ 6,700	\$ 6,000	\$ 6,000.00	\$ 6,000	\$ 6,150	\$ 6,304	\$ 6,461	\$ 6,623
Utilities - Landing Lights & Systems	\$ 4,500	\$ 4,500	\$ 4,500	\$ 3,500.00	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Utilities - Fence Gates	\$ 700	\$ 500	\$ 500	\$ 500.00	\$ 550	\$ 564	\$ 578	\$ 592	\$ 607
Utilities - Parking Lot Lighting	\$ 1,700	\$ 1,000	\$ 700	\$ 750.00	\$ 800	\$ 820	\$ 841	\$ 862	\$ 883
ABC-Building & Grounds	\$ 5,000	\$ 5,000	\$ 4,500	\$ 5,000.00	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,384	\$ 5,519
ABC-Communications/Telephone	\$ 6,700	\$ 6,700	\$ 3,800	\$ 3,800.00	\$ 3,800	\$ 3,895	\$ 3,992	\$ 4,092	\$ 4,194
TDS			\$ 600	\$ 600.00					
ABC-Communications/Internet			\$ 2,900	\$ 3,300.00	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
ABC-BPW utilities	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000.00	\$ 19,500	\$ 19,988	\$ 20,487	\$ 20,999	\$ 21,524
ABC-Natural Gas	\$ 5,000	\$ 5,000	\$ 6,500	\$ 2,500.00	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
ABC-equipment maintenance	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000.00	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,384	\$ 5,519
ABC-Cleaning	\$ 8,000	\$ 7,500	\$ 7,500	\$ 8,000.00	\$ 8,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Land lease rent	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000.00	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Miscellaneous	\$ 2,000	\$ 2,000	\$ 3,500	\$ 2,000.00	\$ 2,300	\$ 2,358	\$ 2,416	\$ 2,477	\$ 2,539
Meeting Expenses			\$ 2,068	\$ 2,000.00	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Dues & Subscriptions	\$ 600	\$ 1,000	\$ 2,100	\$ 2,200.00	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Contingency - General	\$ 10,000	\$ 10,000	\$ 10,000	\$ 71,530.00	\$ 66,344	\$ 56,785	\$ 45,513	\$ 32,334	\$ 17,031
T hangar repairs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 8,000.00	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Reserves for ABC maintenance/repairs	\$ 25,000	\$ 25,000	\$ -						
Refund Tax Property Prior Year			\$ 300						
Subtotal Expenses	\$ 532,700	\$ 543,400	\$ 529,395	\$ 639,287	\$ 907,616	\$ 841,992	\$ 861,532	\$ 881,541	\$ 977,519
Balance	\$ 71,710	\$ 140,237	\$ 338,105	\$ 77,653	\$ (147,256)	\$ (68,448)	\$ (69,349)	\$ (70,253)	\$ (146,650)
Net Unassigned General Fund Operating Reserves, Beg of Year			\$ 1,238,947	\$ 1,577,052	\$ 1,020,559	\$ 873,303	\$ 804,855	\$ 735,506	\$ 665,253
Net Surplus (Deficit) Operating			\$ 338,105	\$ 77,653	\$ (147,256)	\$ (68,448)	\$ (69,349)	\$ (70,253)	\$ (146,650)
Transfers to Capital Fund			\$ (500,000)						
Transfer to Capital Fund (in excess of 125%)			\$ (134,146)						
Net Unassigned General Fund Operating Reserves, End of Year			\$ 1,577,052	\$ 1,020,559	\$ 873,303	\$ 804,855	\$ 735,506	\$ 665,253	\$ 518,603
Fund Balance % of Operating Expenditures			298%	160%	96%	96%	85%	75%	53%

CPI (per Bureau of Labor Statistics Forecast)

6.3%

3.0%

2.5%

2.5%

2.5%

2.5%

**Note: Property Tax increase capped at lessor of 5% or CPI

West Michigan Airport Authority
Fiscal Projection

	Approved Budget FY 2022	Actual Year End FY 2022	(CPI 4% Applied) Amended FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
REVENUES									
FBO Franchise Fee	\$ 23,500	\$ 24,910	\$ 27,500	\$ 27,600	\$ 29,000	\$ 29,725	\$ 30,468	\$ 31,230	\$ 32,011
ARPA (2021)		\$ 57,000	148,000						
Fuel Flowage Fee	\$ 70,000	\$ 82,765	\$ 80,000	\$ 82,000	\$ 84,460	\$ 86,572	\$ 88,736	\$ 90,954	\$ 93,228
Property Tax - Holland City	\$ 110,000	\$ 115,812	\$ 120,800	\$ 128,090	\$ 130,000	\$ 133,250	\$ 136,581	\$ 139,996	\$ 143,496
Property Tax - Park Township	\$ 109,000	\$ 116,990	\$ 123,600	\$ 120,000	\$ 123,000	\$ 123,000	\$ 126,075	\$ 129,227	\$ 132,458
Property Tax - Zeeland City	\$ 60,000	\$ 80,178	\$ 82,200	\$ 80,000	\$ 80,000	\$ 82,000	\$ 84,050	\$ 86,151	\$ 88,305
Investment Income	\$ 12,000	\$ 7,695	\$ 23,000	\$ 30,000	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
State reimbursement - personal property tax loss	\$ 10,000	\$ 20,138	\$ 20,700	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Rental - Hangar Land Lease	\$ 107,357	\$ 64,330	\$ 128,500	\$ 120,000	\$ 170,000	\$ 174,250	\$ 178,606	\$ 183,071	\$ 187,648
Rental - Agricultural Land Lease	\$ 12,500	\$ 13,364	\$ 13,500	\$ 12,350	\$ 12,500	\$ 12,813	\$ 13,133	\$ 13,461	\$ 13,798
Rental - T Hangars	\$ 57,653	\$ 57,653	\$ 58,000	\$ 60,000	\$ 61,800	\$ 63,345	\$ 64,929	\$ 66,552	\$ 68,216
Landing Fees	\$ 24,000	\$ 29,297	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,750	\$ 31,519	\$ 32,307	\$ 33,114
Business Center Rental fee	\$ 8,400	\$ 8,750	\$ 8,800	\$ 8,900	\$ 9,600	\$ 9,840	\$ 10,086	\$ 10,338	\$ 10,597
Misc/Recoveries		\$ 4,755	\$ 2,900						
Subtotal Revenues	\$ 604,410	\$ 683,637	\$ 867,500	\$ 716,940	\$ 760,360	\$ 773,544	\$ 792,183	\$ 811,287	\$ 830,869
EXPENSES									
				FY24	FY25				
"Design" Snow Removal Equip.						\$ 805			
Acquire Snow removal Equip							\$ 40,000		
Plow									
Tank Sprayer									
Approx. Additional Property Insurance Premium							\$ 1,000	\$ 1,000	\$ 1,000
Liquid Deicer							\$ 30,000	\$ 30,000	\$ 30,000
Staffing	\$ 109,400	\$ 132,500	\$ 113,800	\$ 121,800.00	\$ 135,490.32	\$ 149,987.78	\$ 166,036.48	\$ 183,802.38	\$ 203,469.23
Comm. Engagement & Ops. Specialist				\$ 18,000.00	\$ 54,100.00	\$ 56,805.00	\$ 59,645.25	\$ 62,627.51	\$ 65,758.89
Insurance Health Buy Out)			\$ 3,000	\$ 3,000.00	\$ 7,032.00	\$ 7,172.64	\$ 7,316.09	\$ 7,462.41	\$ 7,611.66
Intern					\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00
Retirement MERS			\$ 7,700	\$ 13,400.00	\$ 15,167	\$ 16,543	\$ 18,055	\$ 19,714	\$ 21,538
Insurance - Income			\$ 120	\$ 120.00	\$ 124	\$ 127	\$ 130	\$ 133	\$ 136
FICA/Medicare Contribution			\$ 10,600	\$ 12,800.00	\$ 14,504	\$ 15,820	\$ 17,265	\$ 18,852	\$ 20,596
Workers Comp			\$ 200	\$ 300.00	\$ 332	\$ 362	\$ 395	\$ 431	\$ 471
Postage	\$ -	\$ 100	\$ 100	\$ 100.00	\$ 103	\$ 106	\$ 108	\$ 111	\$ 114
Operating supplies	\$ 1,500	\$ 1,500	\$ 1,500	\$ 2,000.00	\$ 2,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Operating supplies - controlled capital	\$ 1,600	\$ 2,500	\$ 1,800	\$ -	\$ 1,000	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600
Photocopies	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance - Buildings & Grounds Maintenance	\$ 9,000	\$ 9,000	\$ 9,813	\$ 6,000.00	\$ 6,500	\$ 6,663	\$ 6,829	\$ 7,000	\$ 7,175
Maintenance - Equipment Maintenance General			\$ 6,000	\$ 6,000.00	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Maintenance - Equipment Maintenance - ILS	\$ 20,000	\$ 20,000	\$ 16,000	\$ 16,000.00	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
Maintenance-Tree Clearing	\$ 40,300	\$ 40,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance - Contract - Snowplowing	\$ 50,000	\$ 40,000	\$ 50,000	\$ 64,000.00	\$ 60,000	\$ 61,500	\$ 63,038	\$ 64,613	\$ 66,229
Maintenance - Contract - Mowing	\$ 30,000	\$ 30,000	\$ 45,000	\$ 45,000.00	\$ 45,000	\$ 46,125	\$ 47,278	\$ 48,460	\$ 49,672
Maintenance - Contract - General Repairs/ Maintenance	\$ 23,000	\$ 23,000	\$ 25,000	\$ 20,000.00	\$ 20,000	\$ 20,500	\$ 21,013	\$ 21,538	\$ 22,076
Advertising/Promotional	\$ 35,000	\$ 40,000	\$ 40,000	\$ 45,000.00	\$ 57,000	\$ 58,425	\$ 59,886	\$ 61,383	\$ 62,917
Contract - Legal	\$ 20,000	\$ 10,000	\$ 20,000	\$ 20,000.00	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Contract - Strat. Support Services (Move to Capital)	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000.00					
Contract - Engineering (Move to Capital)									
Contract - (Finance) Management Services	\$ 28,000	\$ 28,000	\$ 28,000	\$ 31,400.00	\$ 37,221	\$ 38,152	\$ 39,105	\$ 40,083	\$ 41,085
Contract - Airport Manager	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000.00	\$ 2,459	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Contract-Financial Services Fees	\$ -	\$ 2,000	\$ 2,000	\$ 2,000.00	\$ 37,221	\$ 31,400	\$ 32,185	\$ 32,990	\$ 33,814
Contract - Audit	\$ 7,900	\$ 7,800	\$ 8,100	\$ 8,300.00	\$ 8,500	\$ 8,713	\$ 8,930	\$ 9,154	\$ 9,382
Travel, Conferences, Seminars	\$ 1,000	\$ 1,300	\$ 3,100	\$ 1,115.00	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Professional Development				\$ 4,000.00	\$ 4,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Communications/Cellular			\$ 1,200	\$ 1,200	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
Commercial Insurance Premium	\$ 27,000	\$ 27,400	\$ 31,794	\$ 34,072	\$ 35,000	\$ 35,875	\$ 36,772	\$ 37,691	\$ 38,633
Utilities - T Hangars	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700
Utilities - Runway Lights	\$ 6,700	\$ 6,700	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,150	\$ 6,304	\$ 6,461	\$ 6,623
Utilities - Landing Lights & Systems	\$ 4,500	\$ 4,500	\$ 4,500	\$ 3,500	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Utilities - Fence Gates	\$ 700	\$ 500	\$ 500	\$ 500	\$ 550	\$ 564	\$ 578	\$ 592	\$ 607
Utilities - Parking Lot Lighting	\$ 1,700	\$ 1,000	\$ 700	\$ 750	\$ 800	\$ 820	\$ 841	\$ 862	\$ 883
ABC-Building & Grounds	\$ 5,000	\$ 5,000	\$ 4,500	\$ 5,000	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,384	\$ 5,519
ABC-Communications/Telephone	\$ 6,700	\$ 6,700	\$ 3,800	\$ 3,800	\$ 3,800	\$ 3,895	\$ 3,992	\$ 4,092	\$ 4,194
TDS			\$ 600	\$ 600					
ABC-Communications/Internet			\$ 2,900	\$ 3,300	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
ABC-BPW utilities	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000	\$ 19,500	\$ 19,988	\$ 20,487	\$ 20,999	\$ 21,524
ABC-Natural Gas	\$ 5,000	\$ 5,000	\$ 6,500	\$ 2,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
ABC-equipment maintenance	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,384	\$ 5,519
ABC-Cleaning	\$ 8,000	\$ 7,500	\$ 7,500	\$ 8,000	\$ 8,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Land lease rent	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Miscellaneous	\$ 2,000	\$ 2,000	\$ 3,500	\$ 2,000	\$ 2,300	\$ 2,358	\$ 2,416	\$ 2,477	\$ 2,539
Meeting Expenses			\$ 2,068	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Dues & Subscriptions	\$ 600	\$ 1,000	\$ 2100	\$ 2,200	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Contingency - General	\$ 10,000	\$ 10,000	\$ 10,000	\$ 71,530	\$ 66,344	\$ 56,785	\$ 45,513	\$ 32,334	\$ 17,031
T hangar repairs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 8,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Reserves for ABC maintenance/repairs	\$ 25,000	\$ 25,000	\$ -						
Refund Tax Property Prior Year			\$ 300						
Subtotal Expenses	\$ 532,700	\$ 543,400	\$ 529,395	\$ 639,287	\$ 748,347	\$ 755,288	\$ 845,023	\$ 825,032	\$ 845,519
Balance	\$ 71,710	\$ 140,237	\$ 338,105	\$ 77,653	\$ 12,013	\$ 18,256	\$ (52,840)	\$ (13,744)	\$ (14,650)
Net Unassigned General Fund Operating Reserves, Beg of Year			\$ 1,238,947	\$ 1,577,052	\$ 1,020,559	\$ 1,032,572	\$ 1,050,828	\$ 997,988	\$ 984,244
Net Surplus (Deficit) Operating			\$ 338,105	\$ 77,653	\$ 12,013	\$ 18,256	\$ (52,840)	\$ (13,744)	\$ (14,650)
Transfers to Capital Fund			\$ -	\$ (500,000)					
Transfer to Capital Fund (in excess of 125%)			\$ -	\$ (134,146)					
Net Unassigned General Fund Operating Reserves, End of Year			\$ 1,577,052	\$ 1,020,559	\$ 1,032,572	\$ 1,050,828	\$ 997,988	\$ 984,244	\$ 969,594
Fund Balance % of Operating Expenditures			298%	160%	138%	139%	118%	119%	115%

CPI (per Bureau of Labor Statistics Forecast)

**Note: Property Tax Increase capped at lessor of 5% or CPI

"Buyer(s)": (Legal Name(s) and Address)
WEST MICHIGAN REGIONAL AIRPORT
60 GEURINK BOULEVARD
HOLLAND , MI 49423
Phone: (616) 392 7831

"Seller": (Dealer's Legal Name and Address)
BURNIPS EQUIPMENT COMPANY
3073 142ND AVENUE
DORR, MI 49323
Phone: (616) 896 9190

EQUIPMENT AND TRADE-IN DETAILS

N/U	"EQUIPMENT" (Make and Type)	MODEL	IDENTIFICATION NO. (PIN)	HOURS
N	New Holland T7 Tractor	T7.290	DBDT7290TNDN55849	160

MAKE	"TRADE-IN EQUIPMENT" TYPE	MODEL	IDENTIFICATION NO. (PIN)	HOURS	GROSS ALLOWANCE (In Dollars)	SECURED DEBT DUE (In Dollars)	NET TRADE-IN ALLOWANCE (In Dollars)

CONTRACT / LEASE QUOTE DETAILS	Option 1	Option 2	Option 3	Option 4
Quote Type	Lease-Mu	Lease-Mu	Lease-Mu	
Solve For	Payment	Payment	Payment	
Sales Program				
Term in Months	36	48	60	
APR% / Chart#	7.00	7.00	7.00	
Frequency	Annual	Annual	Annual	
Payment Structure	Eql Even	Eql Even	Eql Even	
Skip Months				
Split Rates	N	N	N	
Effective Date	10/01/2024	10/01/2024	10/01/2024	
Interest/Lease Start Date	10/01/2024	10/01/2024	10/01/2024	
First Payment Date	10/01/2025	10/01/2025	10/01/2025	
Sale / Lease Price	\$293,863.68	\$293,863.68	\$293,863.68	
Cash Down Payment	\$0.00	\$0.00	\$0.00	
Net Trade-In	\$0.00	\$0.00	\$0.00	
Manufacturer Rebate	\$0.00	\$0.00	\$0.00	
Sales Tax	\$0.00	\$0.00	\$0.00	
PDI Insurance	\$0.00	\$0.00	\$0.00	
CLI Insurance	\$0.00	\$0.00	\$0.00	
Disability Insurance				
PPP	\$9,240.00	\$11,375.00	\$14,020.00	
Admin Fee	\$200.00	\$200.00	\$200.00	
Other Charges	\$0.00	\$0.00	\$0.00	
Official/Filing Fee	\$67.00	\$67.00	\$67.00	
Amount Financed / Lease Price	\$303,370.68	\$305,505.68	\$308,150.68	
Purchase Option	\$153,992.73	\$131,993.77	\$113,137.52	
# Advance Payments	1	1	1	
Irregular Advance	\$0.00	\$0.00	\$0.00	
Annual Hourly Usage	1000	1000	1000	
Excess Usage Rate/Hr	\$35.00	\$35.00	\$35.00	
Security Deposit	N/A	N/A	N/A	
Estimated Payment *	\$63,271.22	\$56,509.50	\$51,851.89	
Total Cost To Own	\$343,806.39	\$358,031.73	\$372,396.98	

* Plus applicable taxes.

"Buyer(s)": (Legal Name(s) and Address)
WEST MICHIGAN REGIONAL AIRPORT
60 GEURINK BOULEVARD
HOLLAND , MI 49423
Phone: (616) 392 7831

"Seller": (Dealer's Legal Name and Address)
BURNIPS EQUIPMENT COMPANY
3073 142ND AVENUE
DORR, MI 49323
Phone: (616) 896 9190

EQUIPMENT AND TRADE-IN DETAILS

N/U	"EQUIPMENT" (Make and Type)	MODEL	IDENTIFICATION NO. (PIN)	HOURS
N	New Holland T7 Tractor	T7.290	DBDT7290TNDN55849	160

MAKE	"TRADE-IN EQUIPMENT" TYPE	MODEL	IDENTIFICATION NO. (PIN)	HOURS	GROSS ALLOWANCE (In Dollars)	SECURED DEBT DUE (In Dollars)	NET TRADE-IN ALLOWANCE (In Dollars)

CONTRACT / LEASE QUOTE DETAILS	Option 1	Option 2	Option 3	Option 4
Quote Type	Lease-Mu	Lease-Mu	Lease-Mu	
Solve For	Payment	Payment	Payment	
Sales Program				
Term in Months	36	48	60	
APR% / Chart#	7.00	7.00	7.00	
Frequency	Annual	Annual	Annual	
Payment Structure	Eql Even	Eql Even	Eql Even	
Skip Months				
Split Rates	N	N	N	
Effective Date	10/01/2024	10/01/2024	10/01/2024	
Interest/Lease Start Date	10/01/2024	10/01/2024	10/01/2024	
First Payment Date	10/01/2025	10/01/2025	10/01/2025	
Sale / Lease Price	\$293,863.68	\$293,863.68	\$293,863.68	
Cash Down Payment	\$0.00	\$0.00	\$0.00	
Net Trade-In	\$0.00	\$0.00	\$0.00	
Manufacturer Rebate	\$0.00	\$0.00	\$0.00	
Sales Tax	\$0.00	\$0.00	\$0.00	
PDI Insurance	\$0.00	\$0.00	\$0.00	
CLI Insurance	\$0.00	\$0.00	\$0.00	
Disability Insurance				
PPP	\$9,240.00	\$11,375.00	\$14,020.00	
Admin Fee	\$200.00	\$200.00	\$200.00	
Other Charges	\$0.00	\$0.00	\$0.00	
Official/Filing Fee	\$67.00	\$67.00	\$67.00	
Amount Financed / Lease Price	\$303,370.68	\$305,505.68	\$308,150.68	
Purchase Option	\$1.00	\$1.00	\$1.00	
# Advance Payments	1	1	1	
Irregular Advance	\$0.00	\$0.00	\$0.00	
Annual Hourly Usage	500	500	500	
Excess Usage Rate/Hr	\$35.00	\$35.00	\$35.00	
Security Deposit	N/A	N/A	N/A	
Estimated Payment *	\$108,037.00	\$84,293.12	\$70,238.24	
Total Cost To Own	\$324,112.01	\$337,173.50	\$351,192.16	

* Plus applicable taxes.

MICHIGAN STATE BLOCK GRANT PROGRAM										
AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP) FY-2024 to FY-2028										
*ACIP includes current development year (2024 already programmed - minor changes acceptable)										
Airport Name: West Michigan Regional Airport								Date prepared: 10/24/23		
Associated City: Holland, MI								Prepared By: JET		
Sponsor: West Michigan Airport Authority								Sponsor email address & phone: a.thlenwood@wmairportauthority.com 616-510-2332		
Airport Identifier: BIV										
Development Year	Year Priority	Project Description	Federal AIG	Federal Entitlements	Federal Apportionment	Federal Discretionary	State	Local	Total	Remarks
2024		Carry forward 2022-2023 NPE = \$185,903 & 2022-2023 BIL = \$1,055,000								
Concept #: 209435	1	Construction for Hangar Park Taxilane	\$1,347,000	\$303,464			\$91,693	\$267,193	\$2,009,350	Local Share includes 5% of eligible total (\$1,833,850) and 100% of ineligible total (\$175,500)
2025		Carry forward NPE = \$0 & BIL = \$0								
Concept #: 209434	1	Design for Taxiway A Rehabilitation		\$150,000	\$45,750		\$10,875	\$10,875	\$217,500	90 Fed/5 State/5 Local.
2026		Carry forward NPE = \$0 & BIL = \$292,000								
Concept #: 216148	1	Construction for Taxiway A Rehabilitation		\$150,000		\$2,246,250	\$133,125	\$133,125	\$2,662,500	90 Fed/5 State/5 Local. Need to split for separate BIL/AIP funding useable units
Concept #: 216149	2	Design South Taxiway Extension	\$145,980				\$8,110	\$8,110	\$162,200	90 Fed/5 State/5 Local; includes environmental clearance, design, & wetland permitting
2027		Carry forward NPE = \$0 & 2025-2026 BIL = \$438,020								
Concept #: 216151	1	Construction for South Taxiway Extension	\$438,020		\$811,000		\$69,390	\$69,390	\$1,387,800	90 Fed/ 5 State/5 Local; includes construction and wetland mitigation.
Concept #: 216152	2	Design for Replace 8-26 PAPIs		\$66,150			\$73,500	\$3,675	\$73,500	90 Fed/ 5 State/5 Local; includes obstruction analysis
Concept #: 128819	3	Design for West Overflow Apron Rehabilitation		\$83,850	\$20,280		\$5,785	\$34,710	\$144,625	Local Share includes 5% of eligible total (\$154,267) and 100% of ineligible total (\$28,925)
2028		Carry forward NPE = \$0								
Concept #: 216153	1	Construction for Replace 8-26 PAPIs		\$150,000	\$233,850		\$21,325	\$21,325	\$426,500	90 Fed/5 State/5 Local. Need to split for separate BIL/AIP funding useable units
Concept #: 128821	2	Construction for West Overflow Apron Rehabilitation			\$1,301,459		\$71,992	\$431,950	\$1,805,400	Local Share includes 5% of eligible total (\$1,439,829) and 100% of ineligible total (\$359,958)

MICHIGAN STATE BLOCK GRANT PROGRAM										
AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP) FY-2025 to FY-2031										
*ACIP includes current development year (2025 already programmed - minor changes acceptable)										
Airport Name:		West Michigan Regional Airport							Date prepared: 05/31/24	
Associated City:		Holland, MI							Prepared By: MLT/JET	
Sponsor:		West Michigan Airport Authority							Sponsor email address & phone:	
Airport Identifier:		BIV							a.thlenwood@wmairportauthority.com 616-510-2332	
Development Year	Year Priority	Project Description	Federal AIG	Federal Entitlements	Federal Apportionment	Federal Discretionary	State	Local	Total	Remarks
2025		Carry forward NPE = \$127,345 & BIL = \$99,482								
Concept #: TBD	1	Design for Snow Removal Equipment (Rotary Plow)	\$14,490				\$805	\$805	\$16,100	90 Fed/5 State/5 Local.
Concept #: 209434	2	Design for Taxiway A Rehabilitation		\$195,750			\$10,875	\$10,875	\$217,500	90 Fed/5 State/5 Local.
2026		Carry forward NPE = \$81,595 & 2024-2025 BIL = \$379,992								
Concept #: TBD	1	Acquire Snow Removal Equipment (Rotary Plow)	\$675,000				\$37,500	\$37,500	\$750,000	90 Fed/5 State/5 Local.
Concept #: 216148	2	Construction for Taxiway A Rehabilitation		\$231,595		\$2,164,655	\$133,125	\$133,125	\$2,662,500	90 Fed/5 State/5 Local.
2027		Carry forward NPE = \$0								
Concept #: 216152	1	Design for Replace 8-26 PAPIs		\$71,280			\$3,960	\$3,960	\$79,200	90 Fed/ 5 State/5 Local; includes obstruction analysis
2028		Carry forward NPE = \$78,720								
Concept #: 216153	1	Construction for Replace 8-26 PAPIs		\$221,280	\$220,530		\$24,545	\$24,545	\$490,900	90 Fed/5 State/5 Local.
Concept # 128819	2	Design for West Overflow Apron Rehabilitation			\$106,345		\$5,908	\$35,447	\$147,700	Local Share includes 5% of eligible total (\$118,156) and 100% of ineligible total (\$29,539)
2029		Carry forward NPE = \$0								
Concept #: 128821	1	Construction for West Overflow Apron Rehabilitation		\$150,000	\$1,232,806		\$65,642	\$393,852	\$1,842,300	Local Share includes 5% of eligible total (\$1,312,840) and 100% of ineligible total (\$328,210)
2030		Carry forward NPE = \$0								
Concept #: 216149	2	Design South Taxiway Extension		\$150,000	\$32,790		\$10,155	\$10,155	\$203,100	90 Fed/5 State/5 Local; includes environmental clearance, design, & wetland permitting
2031		Carry forward NPE = \$0								
Concept #: 216151	1	Construction for South Taxiway Extension		\$150,000		\$1,377,210	\$84,845	\$84,845	\$1,696,900	90 Fed/ 5 State/5 Local; includes construction and wetland mitigation.



Metal Pless CityMaxx CT 1248-22 LE

Description

The CityMaxx CT 1248-22 LE has a 12' center moldboard, two 5' wings, and a height of 48" tall. This plow utilizes the LiveEdge cutting edge system. This edge contains carbide inserts and is capable of following the contours of the surface which, in turn, reduces up to 50% of salt or abrasives usage. It CANNOT be equipped with an undercarriage mount due to the length of the wings.

Required Upgrades

Wiring Harness

Recommended Upgrades

Warranty

¹
Need help?

DVDE (ELECTRIC DIVERTER VALVE)

N/A	12V 24GPM (+\$2075)	24V 24GPM (+\$2075)
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Share   

Metal Pless AgriMaxx

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West Michigan Airport Authority

60 Geurink Blvd., Holland, MI 49423

Comprising City of Zeeland, Park Township and City of Holland



July 8th, 2024

REPORT 9.

To: West Michigan Airport Authority Board.
From: Aaron Thelenwood, Director.
Subject: **Crosswind Runway Report: Recommendation from the Building & Development**

The Airport Authority Board has received several inquiries from surrounding property owners impacted by the restrictions placed on their properties by the planned future crosswind runway over the past year. To date, the Board has reaffirmed maintaining the crosswind runway on the ALP while directing staff to engage consultant Mead & Hunt to develop a report answering key questions regarding the future crosswind runway and its eligibility. In short, the prevailing questions in front of the Authority can be summarized as follows:

1. Should the Airport keep the Crosswind runway on the ALP?
2. If so, should the Airport Build it?

Attached is a report developed by Airport Consultant Mead & Hunt which takes into account historical justifications for the crosswind runway, baseline eligibility requirements, and changes in prevailing regulatory conditions since the crosswind runway was first added to ALP.

The attached report outlines the facts regarding cost, likely timeline, and impact of both options above and the likely outcomes. This report was reviewed by the Building & Development Committee on June 27th, 2024. The committee recommended the report be presented in full to the Board. The goal of the report is to present the plain facts regarding the future path of the crosswind runway.

Stephanie Ward from Mead & Hunt will summarize the attached report.

Recommendation:

Accept as Information.

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

DRAFT Memorandum
West Michigan Regional Airport
Crosswind Runway Evaluation



Date: June 26, 2024

1.0 Introduction

The West Michigan Regional Airport (BIV), formerly the Tulip City Airport, has been a publicly owned airport for many decades. During that time, the Airport has accepted federal funds from the Federal Aviation Administration (FAA), which requires that the airport maintain an Airport Layout Plan (ALP). Within the overall ALP set is an individual sheet that illustrates anticipated future development, called the Future Airport Layout Plan Sheet. This sheet of the BIV ALP has illustrated a future paved crosswind runway in various configurations for several decades, spanning various updates of the overall ALP document. The most recent ALP update illustrates a future 3,500-foot crosswind runway (Runway 18/36), oriented in a north/south direction, east of the terminal building area.

Historically, when developing ALPs, the FAA encouraged airports to plan for future runways to meet wind coverage. The FAA criteria indicates that, if an airport has a single runway that is not capable of providing at least 95 percent wind coverage, then a crosswind runway should be contemplated for construction to meet that desired threshold of wind coverage. BIV's primary runway (Runway 10/28) does not currently meet that standard, necessitating the discussion of the feasibility of a crosswind runway.

The crosswind runway has continued to be illustrated on the future ALP for multiple reasons:

- First, continuing to show the runway on the ALP illustrates the area that must be preserved for its construction and conversely documents what space remains available for other infrastructure needs.
- Second, it illustrates the physical limits and areas that require land acquisition and easements as well as mitigation that would be needed to address environmental resources.
- Finally, by illustrating the crosswind runway on the ALP, it ensures that the FAA and the Michigan Department of Transportation (MDOT) Office of Aeronautics (AERO) preserve the airspace for this runway from encroachment of vegetation and manmade obstructions and incompatible land uses.

This is accomplished through:

- The FAA Airspace review process for the FAR Part 77 Surfaces,
- The Michigan Tall Structures Act, which is administered by MDOT AERO,
- The Airport Approach Plan (AAP) for BIV, which as adopted by the Michigan Aeronautics Commission and is administered by MDOT AERO. This AAP gives BIV, through the zoning entities that are required by law to implement it, the ability to prevent vegetation and manmade objects from being placed in areas that could interfere with aircraft operations should the crosswind runway be constructed.

Unfortunately, changing FAA funding priorities, federal funding eligibility criteria, cost, and consideration of environmental impacts have continued to evolve since the original depiction of the crosswind runway on the ALP over thirty years ago. These issues contribute to the feasibility of the crosswind runway being realized at some time in the future.

This document provides information that can be used as part of an evaluation of whether the West Michigan Airport Authority should continue to preserve space for the construction of a future crosswind runway or if this land could be used for other purposes.

2.0 Background on Technical Aspects

Critical airfield design surfaces must be considered in planning the construction of a new runway. The following provides a summary of just a few of these surfaces, which are defined in FAA Advisory Circular (AC) 150/5300-13B, *Airport Design*. They are the primary drivers of the space needed when planning for the construction of a new runway; however, this is not an exhaustive list.

- **Wind Coverage** – FAA design standards recommend that an airport have its primary runway oriented to provide at least 95 percent wind coverage for local wind conditions. If this is not possible, then a crosswind runway is recommended to accommodate crosswind components in which 95 percent wind coverage is not provided. **Table 1** presents the crosswind components used to determine the need for a crosswind runway, as well as the Airport Reference Code (ARC) and example aircraft type for each wind velocity classification.

Table 1: Allowable Crosswind Components

Allowable Crosswind Component	Airport Reference Code	Example Aircraft Type
10.5 knots	A-I and B-I *	Small single- and twin-engine
13 knots	A-II and B-II	Turboprops
16 knots	A-III, B-III, C-I through D-III, D-I through D-III	Large turboprops and small/medium jets
20 knots	A-IV, B-IV, C-IV through C-VI, D-IV through D-VI	Large jets
20 knots	E-I through E-VI	High performance jets (military)

Note: * Includes A-I and B-I small aircraft

Source: FAA AC 150/5300-13B, *Airport Design*

- **Runway Safety Area** – The runway safety area (RSA) is a graded and prepared surface area surrounding a runway capable of supporting the weight of an aircraft should it unintentionally leave the runway during taxi, takeoff, or landing.

- **Runway Object Free Area** – The runway object free area (ROFA) encompasses both the runway and RSA and is intended to prevent the placement of objects, other than those deemed necessary by function, that could interfere with an aircraft should it be located on the runway or in the RSA.
- **Runway Protection Zone** – The runway protection zone (RPZ) is a trapezoidal area located at the end of a runway that prevents incompatible land uses and objects of height from interfering with an aircraft taking off and landing.
- **Part 77 Surfaces** – Part 77 surfaces defined by 14 Code of Federal Regulations (14 CFR Part 77) are three-dimensional imaginary surfaces designed to protect airspace from objects that could interfere with an aircraft when departing from or landing at an airport or circling around the vicinity of an airport to land. The approach surface for each runway end should be clear of all obstructions, which can include structures and vegetation, that penetrate the approach surface. The runway approach is the surface that has the most relevance to the crosswind runway development since it needs to be clear of obstructions that penetrate the surface.

3.0 Airfield Wind Coverage Evaluation

Table 2 presents a wind evaluation for BIV that includes the coverage that a future crosswind Runway 18/36 would provide if constructed. As shown, Runway 8/26 provides adequate wind coverage for crosswinds of 13 knots and greater. The only category where there is not 95 percent (95%) wind coverage, in all weather conditions, is for crosswinds at 10.5 knots and below. As noted in the previous section, wind coverage at this level is only applicable to aircraft of A-I and B-I categories, which are the smallest aircraft.

If Runway 18/36 were constructed, it would increase the wind coverage to 97.79 percent (97.79%) for aircraft affected by crosswinds up to 10.5 knots. Many of the aircraft with crosswind components capabilities greater than 10.5 knots would not experience any increase in coverage as many of them would still utilize Runway 8/26 because of its longer runway length and instrumentation.

The review of wind data also looked at the optimal orientation of a future crosswind runway so that the maximum wind coverage could be provided at BIV (**Table 3**). This found that a runway oriented at a 160/340 degrees heading (Runway 16/34) would provide the maximum amount of wind coverage at BIV (97.89 percent). At this orientation, only a tenth of a percent increase in wind coverage in all weather conditions would be provided for aircraft affected by crosswinds up to 10.5 knots. Aircraft capable of withstanding crosswinds greater than 10.5 knots are provided greater than 95 percent wind coverage with the existing orientation of Runway 8/26.

A Runway 16/34 orientation would provide minimal coverage compared to the historically planned orientation of Runway 18/36 and would introduce a considerable number of environmental and design issues. Therefore, a Runway 16/34 orientation is not recommended.

Table 2: Wind Analysis – Existing Runway 9/26 and Future Runway 18/36 – All Weather Conditions

Crosswind (in knots)	8	26	18	36
10.5	80.57%	89.74%	81.69%	79.92%
	92.28%		83.52%	
	97.79%			
13	88.45%	94.86%	89.27%	87.80%
	96.37%		90.06%	
	99.47%			
16	95.87%	98.90%	96.21%	95.70%
	99.27%		96.32%	
	99.92%			
20	98.86%	99.83%	98.94%	98.83%
	99.90%		98.95%	
	99.99%			

Note: Single runway end coverages calculated with same tailwind as headwind

Source: National Climatic Data Center (NCDC), FAA Airports Geographic Information System (AGIS) wind analysis tool

Station: West Michigan Regional Airport.

Period of Record: 2014-2023 based on 124,799 observations.

Table 3: Wind Analysis – Runway 8/26 and Theoretical Runway 16/34 for Maximum Wind Coverage

Crosswind (in knots)	8	26	16	34
10.5	80.57%	89.74%	80.87%	81.29%
	92.28%		84.23%	
	97.89%			
13	88.45%	94.86%	88.43%	88.50%
	96.37%		90.11%	
	99.27%			
16	95.87%	98.90%	95.59%	95.54%
	99.27%		95.87%	
	99.85%			
20	98.86%	99.83%	98.74%	98.73%
	99.90%		98.77%	
	99.98%			

Note: Single runway end coverages calculated with same tailwind as headwind

Source: NCDC, FAA AGIS wind analysis tool

Station: West Michigan Regional Airport

Period of Record: 2014-2023 based on 124,799 observations.

4.0 Additional Factors for Consideration

In addition to wind coverage, other factors need to be considered when planning for a crosswind runway. These factors include environmental impact considerations, surrounding physical constraints, crosswind runway infrastructure available at other airports in the region, cost, implementation steps, and the likelihood of federal grants to fund its construction. These are discussed in the following sections and can be seen in **Figure 1**, at a high level, from the current Future ALP Sheet. With the placement of the crosswind runway, it is at a critical point in the touchdown area for Runway 8/26 that could create potential conflicts for operations if the pilots do not maintain their situational awareness.

4.1 Surrounding Environmental and Physical Constraints

Figures 2 and 3 provide additional illustrations of the environmental and physical constraints around the airfield that would need to be addressed for construction of the proposed Runway 18/36.

- Acquisition of 60-80 acres of property and avigation easements for the physical construction of the runway, RPZs, and approach areas.
- Impacts to the North Branch of the Macatawa River, which include:
 - Floodplain impacts (Figure 2)
 - Enclosure of the river, approximately 600-feet wide
 - Removal of a large, forested area along the North Branch of the Macatawa River that may also require mitigation, especially if found to be a forested wetland.
- Impacts to 30-40 acres of wetlands including: (Figure 3)
 - Along the North Branch of the Macatawa River
 - Several drains
 - Several small wetland areas.
- Relocation of the existing infrastructure
 - Glideslope antenna and precision approach path indicator (PAPI) for Runway 26
 - Existing connector taxiway between Runway 8/26 and its parallel taxiway.

With the placement of the crosswind runway, it is at a critical point in the touchdown area for Runway 8/26 that could create potential conflicts for operations if the pilots do not maintain their situational awareness.

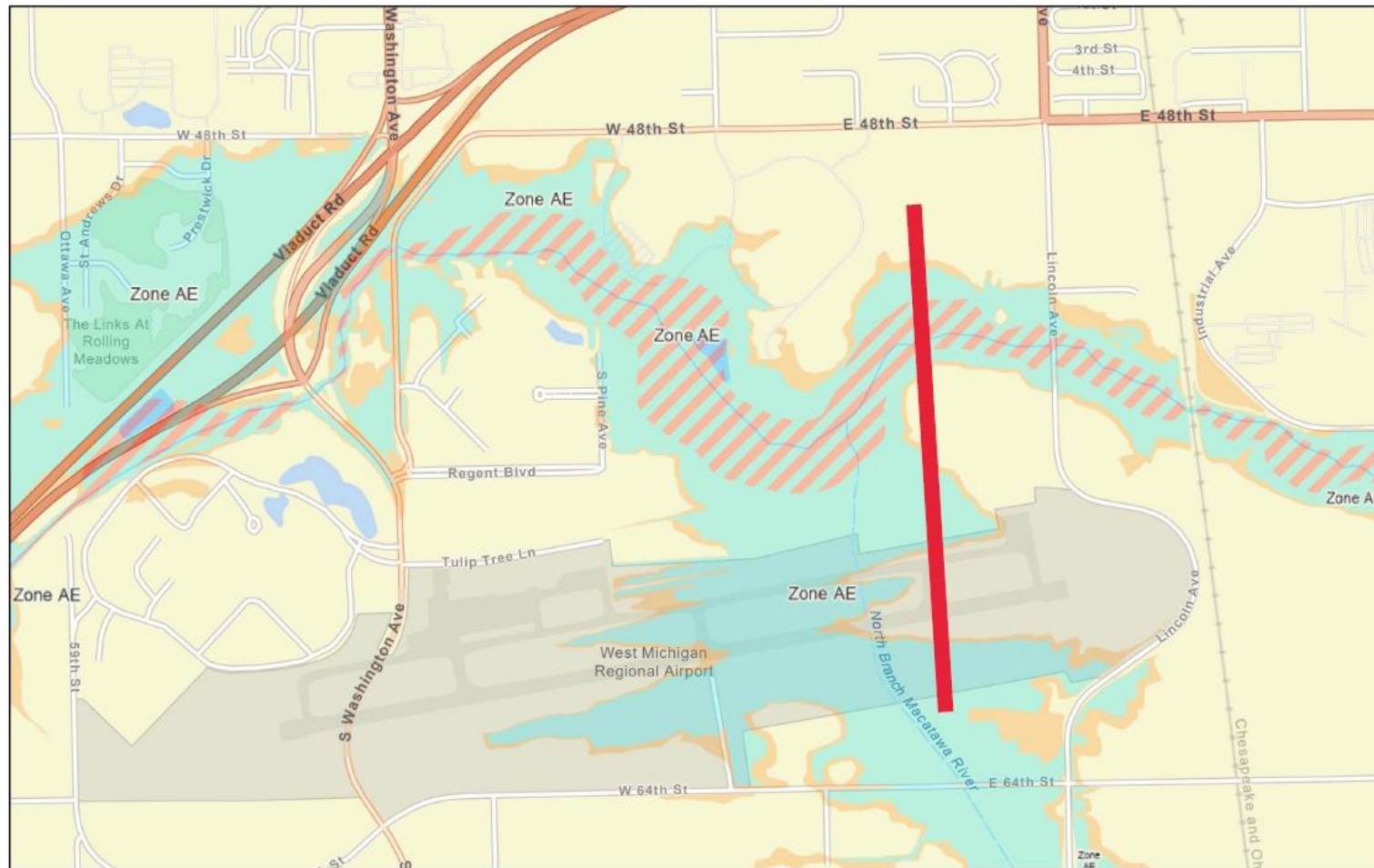
Figure 1 – Current BIV Future ALP Sheet



Figure 2 – Floodplains in Proximity to BIV

BIV Flood Map

Future Runway 18/36



May 29, 2024

Flood Hazard Zones

1% Annual Chance Flood Hazard

Regulatory Floodway

Special Floodway

Area of Undetermined Flood Hazard

0.2% Annual Chance Flood Hazard

Future Conditions 1% Annual Chance Flood Hazard

Area with Reduced Risk Due to Levee

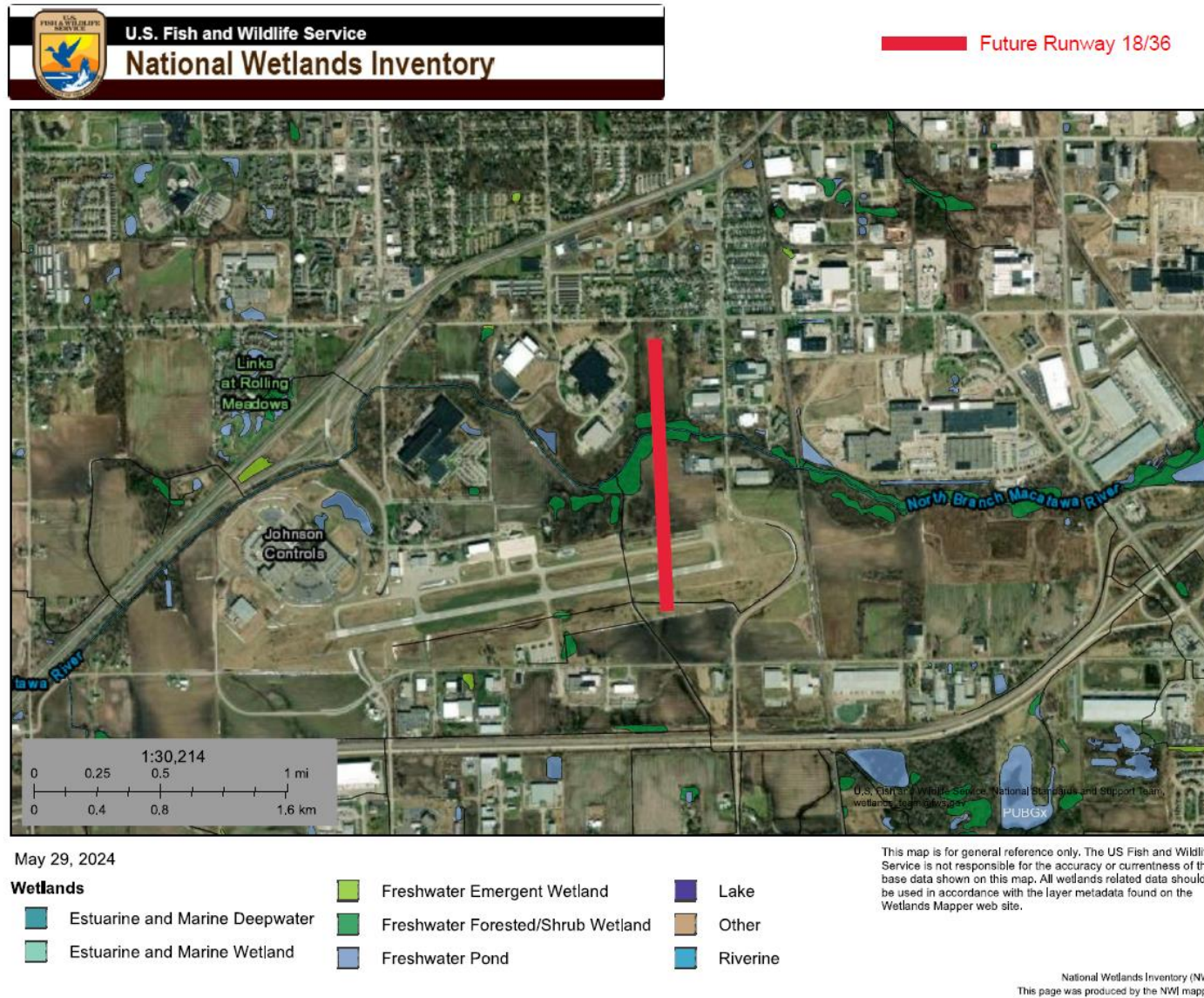
Area with Risk Due to Levee

1:18,056

0 0.1 0.2 0.4 mi
 0 0.17 0.35 0.7 km

Esri Community Maps Contributors, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, US Census Bureau,

Figure 3 – Wetlands in Proximity to BIV



4.2 Existing Crosswind Runway Infrastructure at Other Airports in Region

Table 4 presents information on the orientation, length, width, and surface type of runways found at other public-use airports surrounding BIV. As shown in the table, the seven most prominent public use airports in the vicinity of BIV have north/south or northwest/southeast-oriented runways capable of accommodating small aircraft that are most impacted by crosswind conditions. This demonstrates that there are reasonable alternatives in the surrounding area for pilots operating in the vicinity of BIV when crosswind runway conditions exist.

Table 4: Airfield Configurations of Surrounding Airports

Airport	Runway	Length (ft)	Width (ft)	Surface	Distance from BIV (mi)
West Michigan Regional Airport (Holland)	8/26	6,002	100	Asphalt	n/a
Ottawa Executive Airport (Zeeland)	2/20	3,800	60	Asphalt	10
Padgham Field (Allegan)	11/29	4,300	75	Asphalt	20
	15/33	1,830	150	Turf	
Riverview Airport (Jenison)	14/32	3,920	49	Asphalt	20
Grand Haven Memorial Airpark (Grand Haven)	9/27	3,752	75	Asphalt	21
	18/36	2,058	60	Asphalt	
South Haven Area Regional Airport (South Haven)	5/23	4,800	75	Asphalt	28
	14/32	3,260	190	Turf	
Muskegon County Airport (Muskegon)	6/24	6,501	150	Asphalt	30
	14/32	6,100	150	Asphalt	
Gerald R. Ford International Airport (Grand Rapids)	8L/26R	5,001	100	Asphalt	31
	8R/26L	10,001	150	Concrete	
	17/35	8,501	150	Concrete	

Note: North/south- and northwest/southeast-oriented runways highlighted in green.

Source: FAA 5010 forms (2024)

4.3 Estimated Cost to Construct a Crosswind Runway

As a federally obligated airport, BIV would be expected to construct the crosswind runway to appropriate FAA standards. Additionally, it is expected that BIV would hope to leverage funding, where feasible, to construct the runway. As such the required tasks would include:

- Project eligibility/justification effort,
- National Environmental Policy Act (NEPA)-compliant environmental review,
- Preliminary engineering to support NEPA,
- Land acquisition (consultant costs and acquisition),
- Wetland and floodplain mitigation (consultant costs, permitting, and mitigation efforts),
- Approach clearing (design, removal, and construction administration),
- Final design,
- Construction costs, and
- Construction administration (CA).

Table 5 presents a high-level, order-of-magnitude cost estimate to complete these tasks, which would be necessary assuming a federally funded project. In total, it is estimated to cost between \$14M and \$22.5M to construct a crosswind runway at BIV. This assumes that the justification study finds the project justified and assumes that federal funding would be obtained, in a reasonable timeframe, to keep the project progressing once started.

Table 5: Estimated Cost for Construction of New Crosswind Runway

Project / Step	Order of Magnitude Estimate	
	Low	High
Feasibility / Funding Justification Study	\$ 50,000	\$ 150,000
Environmental Assessment and Prelim Engineering	\$ 675,000	\$ 1,125,000
Land Acquisition (60 to 80 acres @ \$30k to \$50k/acre)	\$ 1,800,000	\$ 4,000,000
Wetland Mitigation (30 to 40 acres @ \$75k to \$100k/acre)	\$ 2,250,000	\$ 4,000,000
Consultant Costs for Land Acquisition and Mitigation	\$ 250,000	\$ 450,000
Approach Clearing (30 to 40 acres @ \$10,000/acre)	\$ 450,000	\$ 600,000
Runway Construction (design, construction, and CA)	\$ 8,130,000	\$ 11,555,000
Runway 26 Glideslope Relocation	\$ 300,000	\$ 600,000
Total	\$ 13,905,000	\$ 22,480,000

4.4 Available Federal Grants and Likelihood of Award

Construction of a crosswind runway is eligible for federal funding, if determined as justified; however, there are factors to consider in pursuing federal funding resources for such a project. One of these is the likelihood that federal funding will be awarded given other infrastructure improvement priorities that may exist.

The following provides a summary of the sources of federal funding made available through the Airport Improvement Program (AIP) for public-use airports like BIV that are included in the National Plan of Integrated Airport Systems (NPIAS). BIV could pursue three sources of funding within this program for the construction of a crosswind runway: entitlements, state apportionment, and discretionary.

- **Entitlements** – AIP entitlements are a predetermined amount awarded to an airport annually based on its classification within the NPIAS. Since BIV is designated as a general aviation airport, it is currently awarded \$150,000 annually in non-primary entitlements. Annual awards of AIP entitlements can be accumulated for up to 4 years, at which point unused the funds expire. This means BIV would have a maximum of \$600,000 available for use towards a crosswind runway at any given time. This assumes that there are no other needs for other infrastructure improvements over a 4-year period. These funds are currently matched at a 90 percent federal amount with five percent state funds and 5 percent local funds.
- **State Apportionment** – The MDOT AERO is eligible to receive AIP State Apportionment funding. The amount available is based on an area/population formula that includes the 50 states, the District of Columbia, and Puerto Rico. The State is allocated these funds and in turn can spend the funds at their discretion for projects within the state of Michigan. This award of funding is

competitive, so BIV would need to compete with the infrastructure improvement requests of other airports in seeking a grant award. There is continually a demand that far exceeds the amount of state apportionment for what are considered high priority projects (runway rehabilitation and reconstruction of primary pavements).

- **Discretionary** – AIP discretionary funding is another source of AIP awarded at the discretion of the FAA. The award of AIP discretionary funding is based on a formula system with higher priority given to projects seen as having the greatest benefit to the national air transportation system. This funding is competitive across the entire national air transportation system and takes the FAA project ranking system into serious consideration when determining project priorities.

Requesting funding from non-primary entitlement, state apportionment, and discretionary sources is typically planned with MDOT AERO/FAA years in advance of a proposed project. The concurrence of MDOT AERO/FAA for use and award of funding from these resources would weigh heavily on BIV demonstrating that there are no needs for funding to maintain the existing infrastructure associated with Runway 8/26 or the taxiways, aprons, lighting, or approach areas during the time of construction of the crosswind runway. This is a hefty task considering that BIV has a continual list of projects associated with improvement to the current Runway 8/26 infrastructure. Additionally, BIV would need to compete with 3,000+ airports nationally for the federal discretionary dollars to fund this construction. This is also a hefty task since the discretionary dollars are typically being focused on the rehabilitation and reconstruction of existing airport infrastructure.

Congressionally Directed Spending - An additional source of funding, which is also highly competitive, is congressionally directed spending (earmarks). BIV could submit a request to their U.S. Senator or Member of the House of Representatives to seek possible funding via this program. The primary requirement for these funds is that the project must be justified, which in this instance, is true, even though it is by a slim margin. Therefore, one or more requests could be made to fund the development. If a request is made to fund the actual construction, a grant will not be awarded until the environmental aspects are addressed (NEPA compliance) and the project has been bid so that the grant is based upon actual bid construction costs.

5.0 Summary of Considerations

Below is a summary of primary considerations in continuing to plan for a crosswind runway. Ultimately, factors such as cost, the availability and likelihood of federal funding participation, environmental impacts, and the need to address other infrastructure priorities will influence this decision.

Challenges to Development of the Crosswind Runway

- While justified, increased coverage is less than 3 percent, which is minimal, for only the smallest of aircraft.

- Significant environmental impacts are expected with the need to enclose more than 600 feet of the North Branch of the Macatawa River, impacts to floodplains and wetlands associated with the river, and various existing wetland areas and drains.
- Additional environmental considerations may include possible noise impacts from the new flight paths and overflight areas.
- Costs are high for the construction, due to the environmental elements, land acquisition, and mitigation requirements.
- Increased maintenance costs (crack sealing, paint marking, snow plowing, lawn mowing, electricity for lighting, etc.) associated with including an additional 3,500+ feet of runway and taxiway connectors.
- If using traditional AIP funding sources, BIV would have to put all other infrastructure needs on hold while this project was undertaken.

Funding Challenges

- Using only federal entitlement dollars will only provide \$150,000 per year, which could be accumulated over several years to pay for certain aspects of overall project but will never be enough to address actual construction.
- Construction, land acquisition, and environmental mitigation will likely require federal discretionary funds or a grant that is from a congressionally directed spending grant, which are all very competitive.

Maintaining the crosswind runway on the ALP does the following:

- Continues to preserve the airspace from encroachments through FAA and MDOT reviews.
- Requires the City of Holland to apply the AAP restrictions on the area associated with the runway in the Unified Development Ordinance (UDO).
- Requires businesses along Lincoln Avenue and 64th Street to limit the development heights to protect future airspace.
- Limits development north and south of Runway 8/26 along Lincoln Avenue and 64th Street.

Removing the crosswind runway from the ALP does the following:

- Removes the airspace associated with the crosswind runway from FAA and MDOT review.
- Requires the City of Holland to update the UDO to remove the AAP elements associated with Runway 18/36.
- Removes the majority of height limitations on businesses along Lincoln Avenue and 64th Street.
- Opens property for development, both north and south of Runway 8/26.

West Michigan Airport Authority

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

Comprising City of Zeeland, Park Township and City of Holland



June 28th, 2024

Report 11

To: West Michigan Airport Authority Board.
From: Courtney Sawyer, Community Engagement Specialist
Subject: **Future PREP'D and IChallengeU**

The FuturePREP'D and IChallengeU summer programs have successfully concluded at West Michigan Regional Airport! These programs were completely voluntary to sign up, and each student picked the airport to work with as a business partner! Our students had the opportunity to engage in educational experiences with various professionals, including members of the Coast Guard, corporate pilots, & WMRA's marketing, engineering teams. The most notable opportunity, an inflight experience with 4 One Air!

Throughout the program, the students tackled two critical marketing "driving questions": "How can WMRA create an engaging and growing social media platform?" and "How can WMRA increase airport event attendance?" These questions guided their projects and activities, allowing them to research the business aspects of airport management and marketing. These questions being answered by our youth are critical to giving staff different perspectives and ideas while allowing students to gain career-ready skills.

To address these questions, the students participated in a range of hands-on experiences, activities, discussions and teamwork. They explored what marketing means to them, the airport and our stakeholders while focusing on content creation, marketing strategies and community engagement.

The conclusion of their efforts was a final presentation, where the students shared their insights and proposed solutions. Their presentations highlighted their understanding of the airport's status and their vision for its future. Their innovative ideas and fresh perspectives provided valuable input for WMRA's ongoing marketing and event planning efforts.

We are incredibly proud of the dedication and creativity shown by our FuturePREP'D and IChallengeU students. Their contributions have not only enriched their own learning experiences but have also provided WMRA with actionable strategies to enhance our social media presence and event attendance. We look forward to implementing some of the students' ideas and continuing to foster educational opportunities at WMRA!A