

West Michigan Airport Authority

60 Geurink Boulevard, Holland, MI 49423
Comprising City of Zeeland, Park Township and City of Holland



West Michigan Airport Authority

Regular Meeting Agenda

August 12th, 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 July 8th Meeting Minutes (3 Minutes): **Action Requested.**
5. FBO Report (5 Minutes): **Action Requested.**
6. Financial Reports (5 Minutes): **Action Requested.**
7. Report from Airport Advisory Group – Recommendation on procurement of Snow Removal Equipment for Winter 2024/25 (50 Minutes): **Action Requested.**
8. Adjourn **Action Requested.**

Next Meeting will be held September 9th, 2024.

**All times are approximate*

West Michigan Airport Authority

MEETING MINUTES

July 8th, 2024

11:30 a.m. – 1:00 p.m.

60 Geurink Blvd. Holland, MI

PRESENT: Corbin, Murray, Gruppen, Blanton Danenberg, Hoekwater, Keeter (11:36 am) Brandsen.

ABSENT: Byrd.

OTHERS PRESENT: Aaron Thelenwood (Director), Tyler Vandenbrand (Avflight), David Craig, David Teal, Stephanie Ward (Mead & Hunt).

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

24.07.01 Roll Call

24.07.02 Public Comment.

Sue Lamar (303 Property Source) informed the board of ongoing drainage issues off Geurink Blvd. Additionally, Ms. Lamar requested action regarding incentives to promote filing flight plans amongst GA pilots to increase FAA IFR/VFR flight counts. Finally, Ms. Lamar presented a letter from the flight school 4One Air requesting a review of the existing franchise fee for the school, identifying it as a financial burden for the flight school.

Corbin made a motion, with support from Blanton to enter the Flight School's letter into public record. Motion carried.

24.07.03 Approval of Agenda (Action Requested).

Corbin made a motion with support from Keeter to approve the agenda as presented. Motion Carried.

24.07.04 Approval of June 10th Meeting Minutes

Dannenberg stated he was marked as present when in fact he was absent.

Corbin made a motion with support from Brandsen to approve the June 10th meeting minutes, and amendment as presented. Motion carried.

24.07.05 Consent Agenda (Action Requested).

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

24.07.06 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.

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

24.07.07 FBO Report

Vandenbrand provided a summary of the FBO Operations for the past month. Mr. Vandenbrand also indicated that his invite to meet with Board members to walk through NOTAM manager and winter operations generally was still open. Corbin suggested that the Board could consider allowing 15 minutes at the August Board meeting for Vandenbrand to present on NOTAM manager. Murray requested that total operations on-field be presented in summary with the next FBO report in August.

Corbin made a motion, with support from Keeter, to approve the FBO Report as presented. Motion Carried.

24.07.08 Snow Removal Proposal: Airport Advisory Group Recommendation (Action Requested)

Director Thelenwood presented the Board with a summary of the research and preferred approaches identified by the Airport Advisory Group to reinforce snow removal operations for winter 2024/25. The Advisory Group, comprised of corporate and general aviation stakeholders on field had been working since early spring to identify viable options and alternative approaches to ensure improved outcomes for the coming winter. The recommendations from the Advisory group were to secure bids for:

- A MetalPless CityMaxx "live edge" snowplow
- Quotes for rental of heavy equipment that would be compatible with the snow plow blade
- Secure bids for supplemental contractual snow removal services, to supplement the FBO.
- Bids would be presented to the Board at the August Board meeting for approval.

The proposal from the Director and the Advisory group would keep the Airport Authority on track to have snow removal equipment onsite by October, as established by the Advisory Group and approved by the Board.

Corbin inquired who, under this proposal would own the equipment. Director Thelenwood stated the plow would belong to the Authority, and the power equipment would be rented. Corbin inquired who owns current snow removal equipment on field. Thelenwood informed the Vice Chair that, under the terms of the FBO agreement and asset transfer approved by the Board in 2023, all current snow removal equipment is owned by the FBO. Corbin inquired whether the FBO agreement states what level of equipment the FBO must maintain or specific conditions the airfield is to be maintained at. Thelenwood informed the Vice Chair that the contract does not stipulate type of equipment to be maintained, though reminded the Board of the investment in new equipment the FBO had made within the first six months of the contract (with a new plow truck and sweeper brush attachment), the first new snow removal equipment that had been on field in at least the last ten years if not longer. Thelenwood also informed the Board that there were no provisions in the contract regarding the conditions to be maintained on the airfield. As prevailing runway conditions are entirely weather contingent such language would be unenforceable.

Keeter stated that the Board and on-field stakeholders must maintain realistic expectations and that expecting the runway to be 100% clear at all times is unreasonable given the airports geographic location and prevailing winter weather conditions.

Director Thelenwood reiterated the fact that the runway was never closed the entirety of winter 2023/24, though there were days where runway conditions were less than ideal and did impact the travel plans of on-field stakeholders, with some being forced to land at GRR.

Brandsen made a motion, with support from Keeter to approve the proposal from The Director and the Airport Advisory Group as presented, motion carried.

24.07.09 & 24.07.10

Items 9 and 10 were tabled for future discussion due to time.

24.07.11Adjourn:

Corbin made a motion, with support by Keeter to adjourn at 1:01PM.

West Michigan Airport Authority

SPECIAL MEETING MINUTES

July 29th, 2024

*****1:00 p.m. – 3:00 p.m.*****

60 Geurink Blvd. Holland, MI

PRESENT: Corbin, Murray, Byrd, Blanton, Danenberg, Hoekwater.

ABSENT: Keeter, Brandsen, Gruppen

OTHERS PRESENT: Aaron Thelenwood (Director), Rachel Hillegonds (Cunningham Dalman), Tim Hoesch (Hoesch and Vander Ploeg).

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

24.07.01 Roll Call

24.07.02 Public Comment.

No Public comment

24.07.03 Approval of Agenda (Action Requested).

Corbin made a motion, with support from Byrd, to approve the agenda as presented. Motion carried.

24.07.04 Closed Door Session to Review Director's Performance Evaluation

The Board voted to go into closed door session via rollcall vote

Ayes: Corbin, Murray, Byrd, Blanton, Danenberg, Hoekwater.

Nays:

Abstained:

Annenberg made a motion, with support from Blanton to enter back into public session.

24.07.11 Adjourn:

24.07.12

Meeting adjourned at 3pm

WMAA MONTHLY FBO REPORT

West Michigan Regional Airport FBO Report
 Avflight Holland
 July 2024

Total Fuel Gallons
 Delivered

	Current Month 07/24	One Year Ago 07/23	Current Year To Date 01/01/24-07/31/24	F/Y to Date Compared 01/01/23-07/31/23	
Avgas	4,355	4,761	19,881	18,484	
Jet Fuel	40,277	45,497	292,180	307,038	
Total Gallons Delivered	44,632	50,258	312,061	325,522	(13461)

Landing Fees Collected

\$3,882 (85% to airport = \$3,299.70)

Avflight BIV July 2024 Landing Fees

Transaction Number	Date	Quantity	Price	Extended
BIV24-004130	7/1/2024	1	25	25.00
BIV24-004133	7/1/2024	1	45	45.00
BIV24-004135	7/1/2024	1	15	15.00
BIV24-004139	7/1/2024	1	12	12.00
BIV24-004141	7/1/2024	1	35	35.00
BIV24-004155	7/2/2024	1	25	25.00
BIV24-004156	7/2/2024	1	25	25.00
BIV24-004157	7/2/2024	1	25	25.00
BIV24-004158	7/2/2024	1	30	30.00
BIV24-004159	7/2/2024	1	9	9.00
BIV24-004163	7/3/2024	1	15	15.00
BIV24-004177	7/5/2024	1	35	35.00
BIV24-004178	7/5/2024	-1	35	(35.00)
BIV24-004180	7/5/2024	1	35	35.00
BIV24-004183	7/5/2024	1	25	25.00
BIV24-004188	7/5/2024	1	25	25.00
BIV24-004191	7/6/2024	1	35	35.00
BIV24-004192	7/6/2024	1	45	45.00
BIV24-004194	7/6/2024	1	12	12.00
BIV24-004195	7/6/2024	1	35	35.00
BIV24-004196	7/6/2024	1	9	9.00
BIV24-004199	7/6/2024	1	15	15.00
BIV24-004201	7/6/2024	1	15	15.00
BIV24-004203	7/7/2024	1	15	15.00
BIV24-004205	7/7/2024	1	12	12.00
BIV24-004207	7/7/2024	1	15	15.00
BIV24-004213	7/7/2024	1	25	25.00
BIV24-004216	7/8/2024	1	70	70.00
BIV24-004222	7/8/2024	1	50	50.00
BIV24-004225	7/8/2024	1	50	50.00
BIV24-004226	7/8/2024	2	35	70.00
BIV24-004231	7/8/2024	1	9	9.00
BIV24-004239	7/9/2024	1	50	50.00
BIV24-004246	7/10/2024	1	60	60.00
BIV24-004249	7/10/2024	1	40	40.00
BIV24-004253	7/11/2024	1	35	35.00
BIV24-004256	7/11/2024	1	35	35.00
BIV24-004257	7/11/2024	1	12	12.00
BIV24-004261	7/11/2024	1	50	50.00
BIV24-004269	7/11/2024	1	35	35.00
BIV24-004273	7/11/2024	1	45	45.00
BIV24-004275	7/12/2024	1	25	25.00
BIV24-004281	7/12/2024	1	9	9.00
BIV24-004282	7/12/2024	1	9	9.00
BIV24-004284	7/12/2024	1	25	25.00
BIV24-004288	7/12/2024	1	50	50.00
BIV24-004289	7/12/2024	1	12	12.00

Avflight BIV July 2024 Landing Fees

Transaction Number	Date	Quantity	Price	Extended
BIV24-004296	7/13/2024	1	40	40.00
BIV24-004297	7/13/2024	1	30	30.00
BIV24-004301	7/13/2024	1	30	30.00
BIV24-004306	7/13/2024	1	9	9.00
BIV24-004307	7/13/2024	1	9	9.00
BIV24-004309	7/14/2024	1	12	12.00
BIV24-004310	7/14/2024	1	9	9.00
BIV24-004311	7/14/2024	1	35	35.00
BIV24-004312	7/14/2024	1	9	9.00
BIV24-004314	7/14/2024	1	30	30.00
BIV24-004316	7/14/2024	1	25	25.00
BIV24-004321	7/15/2024	1	50	50.00
BIV24-004323	7/15/2024	1	35	35.00
BIV24-004324	7/15/2024	1	9	9.00
BIV24-004334	7/15/2024	1	9	9.00
BIV24-004335	7/16/2024	1	9	9.00
BIV24-004336	7/16/2024	1	50	50.00
BIV24-004337	7/16/2024	1	45	45.00
BIV24-004340	7/16/2024	1	30	30.00
BIV24-004341	7/16/2024	1	25	25.00
BIV24-004342	7/16/2024	1	25	25.00
BIV24-004344	7/16/2024	1	9	9.00
BIV24-004347	7/16/2024	1	25	25.00
BIV24-004348	7/16/2024	1	9	9.00
BIV24-004585	7/16/2024	1	25	25.00
BIV24-004586	7/16/2024	-1	25	(25.00)
BIV24-004587	7/16/2024	1	25	25.00
BIV24-004588	7/16/2024	-1	25	(25.00)
BIV24-004351	7/17/2024	1	30	30.00
BIV24-004354	7/17/2024	1	9	9.00
BIV24-004355	7/17/2024	1	9	9.00
BIV24-004357	7/17/2024	1	25	25.00
BIV24-004362	7/18/2024	1	25	25.00
BIV24-004363	7/18/2024	1	25	25.00
BIV24-004365	7/18/2024	1	40	40.00
BIV24-004367	7/18/2024	1	50	50.00
BIV24-004368	7/18/2024	1	12	12.00
BIV24-004374	7/18/2024	1	50	50.00
BIV24-004376	7/18/2024	1	25	25.00
BIV24-004377	7/18/2024	1	50	50.00
BIV24-004378	7/18/2024	1	12	12.00
BIV24-004383	7/19/2024	2	30	60.00
BIV24-004384	7/19/2024	1	25	25.00
BIV24-004387	7/19/2024	2	60	120.00
BIV24-004392	7/19/2024	1	9	9.00
BIV24-004393	7/19/2024	1	9	9.00
BIV24-004397	7/19/2024	1	35	35.00

Avflight BIV July 2024 Landing Fees

Transaction Number	Date	Quantity	Price	Extended
BIV24-004404	7/20/2024	1	30	30.00
BIV24-004415	7/20/2024	1	60	60.00
BIV24-004416	7/20/2024	1	45	45.00
BIV24-004417	7/20/2024	1	30	30.00
BIV24-004419	7/21/2024	1	25	25.00
BIV24-004420	7/21/2024	1	30	30.00
BIV24-004422	7/21/2024	1	9	9.00
BIV24-004424	7/21/2024	1	25	25.00
BIV24-004431	7/21/2024	1	45	45.00
BIV24-004432	7/22/2024	1	9	9.00
BIV24-004434	7/22/2024	1	50	50.00
BIV24-004438	7/22/2024	1	30	30.00
BIV24-004451	7/22/2024	1	12	12.00
BIV24-004469	7/22/2024	-1	12	(12.00)
BIV24-004470	7/22/2024	1	12	12.00
BIV24-004462	7/23/2024	1	9	9.00
BIV24-004465	7/23/2024	1	12	12.00
BIV24-004471	7/23/2024	1	35	35.00
BIV24-004474	7/24/2024	1	35	35.00
BIV24-004475	7/24/2024	1	30	30.00
BIV24-004476	7/24/2024	1	25	25.00
BIV24-004480	7/24/2024	1	12	12.00
BIV24-004481	7/24/2024	1	35	35.00
BIV24-004482	7/24/2024	1	9	9.00
BIV24-004489	7/25/2024	1	25	25.00
BIV24-004490	7/25/2024	1	50	50.00
BIV24-004491	7/25/2024	1	9	9.00
BIV24-004493	7/25/2024	1	0	-
BIV24-004494	7/25/2024	1	25	25.00
BIV24-004495	7/25/2024	1	35	35.00
BIV24-004509	7/26/2024	1	12	12.00
BIV24-004511	7/26/2024	1	35	35.00
BIV24-004512	7/26/2024	1	12	12.00
BIV24-004525	7/27/2024	1	9	9.00
BIV24-004529	7/27/2024	1	45	45.00
BIV24-004529	7/27/2024	1	45	45.00
BIV24-004530	7/27/2024	1	25	25.00
BIV24-004531	7/28/2024	1	25	25.00
BIV24-004532	7/28/2024	1	25	25.00
BIV24-004535	7/28/2024	1	30	30.00
BIV24-004536	7/28/2024	1	12	12.00
BIV24-004537	7/28/2024	1	30	30.00
BIV24-004538	7/28/2024	1	9	9.00
BIV24-004544	7/28/2024	1	25	25.00
BIV24-004601	7/28/2024	-1	25	(25.00)
BIV24-004603	7/28/2024	1	25	25.00
BIV24-004556	7/29/2024	1	40	40.00

Avflight BIV July 2024 Landing Fees

Transaction Number	Date	Quantity	Price	Extended
BIV24-004562	7/29/2024	1	35	35.00
BIV24-004563	7/29/2024	1	9	9.00
BIV24-004564	7/29/2024	1	12	12.00
BIV24-004571	7/30/2024	1	9	9.00
BIV24-004572	7/30/2024	1	25	25.00
BIV24-004573	7/30/2024	1	25	25.00
BIV24-004574	7/30/2024	1	25	25.00
BIV24-004579	7/30/2024	1	9	9.00
BIV24-004577	7/31/2024	1	35	35.00
BIV24-004582	7/31/2024	1	35	35.00
BIV24-004593	7/31/2024	1	30	30.00
BIV24-004604	7/31/2024	-1	30	(30.00)
BIV24-004622	7/31/2024	1	30	30.00
				3,882.00

To Avflight	15%	\$ 582.30
To Airport	85%	\$ 3,299.70



AVFLIGHT HOLLAND CORPORATION

Fuel Flowage Fee

Jul-24

Payable To: **West Michigan Regional Airport**
60 Geurink Blvd
Holland, MI 49423

<u>Jet Fuel Sold (Gallons)</u>	40,277.00
LESS	-
Swift @ \$0.10/GAL	-
Total:	40,277.00

Flow Fees @ \$0.10/GAL:	-
Flow Fees @ \$0.11/GAL:	\$4,430.47

<u>Avgas Fuel Sold (Gallons)</u>	4,355.00
LESS Use	-
Total:	4,355.00

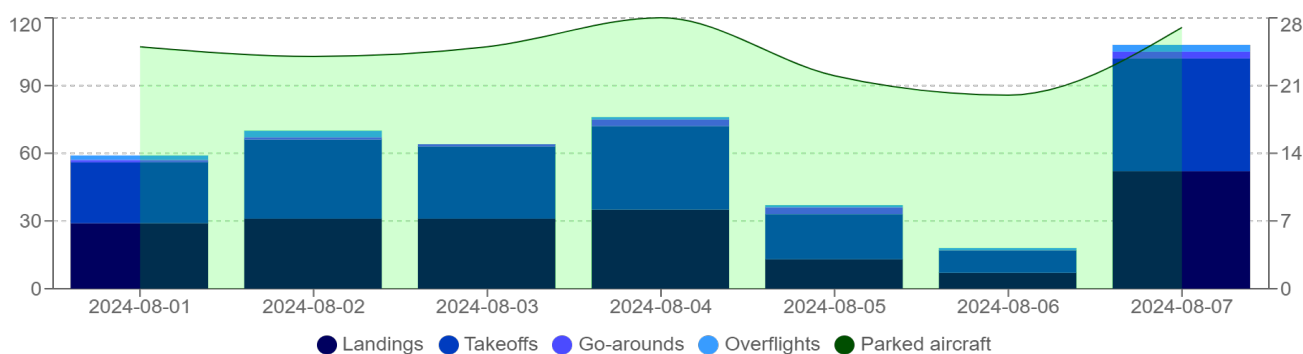
Flow Fees @ \$0.11/GAL:	\$479.05
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TOTAL Flow Fees Due: \$4,909.52

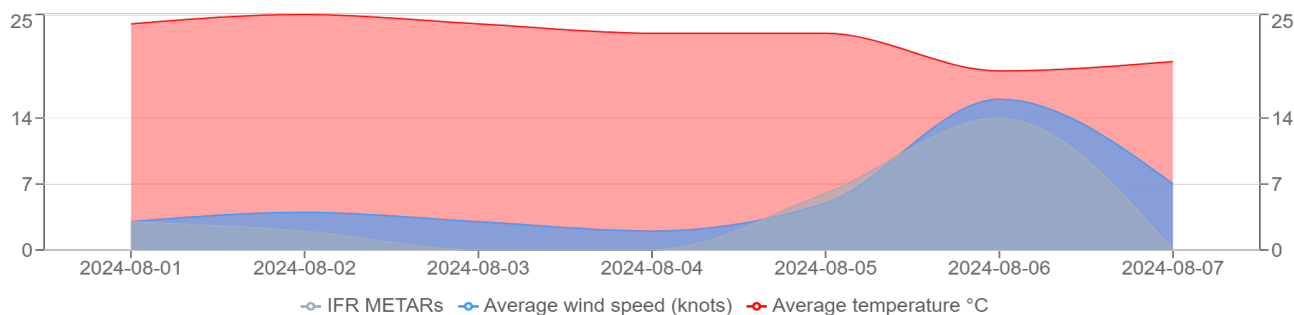
KBIV - West Michigan Regional Operations Report for August 2024

Operations 432	Landings 198	Takeoffs 211	Go-arounds 12	Overflights 11
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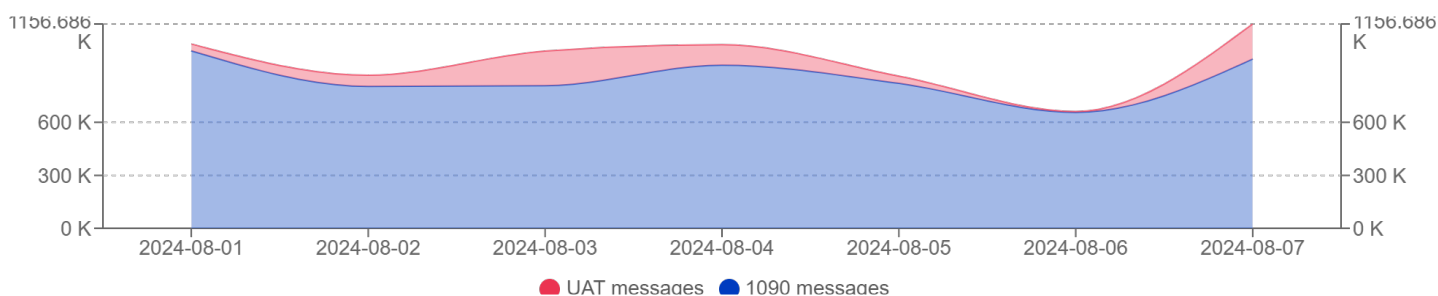
Operations by Day



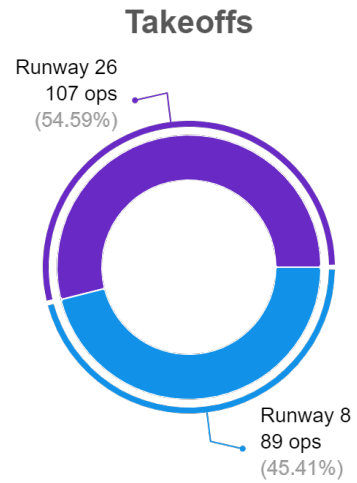
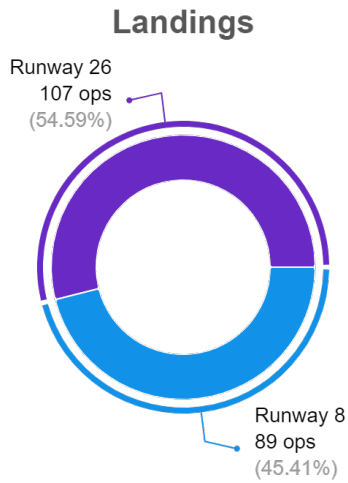
Weather Conditions



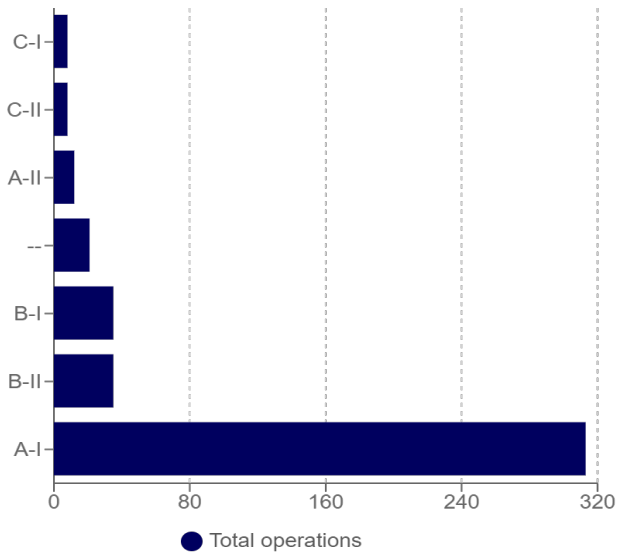
Receiver health



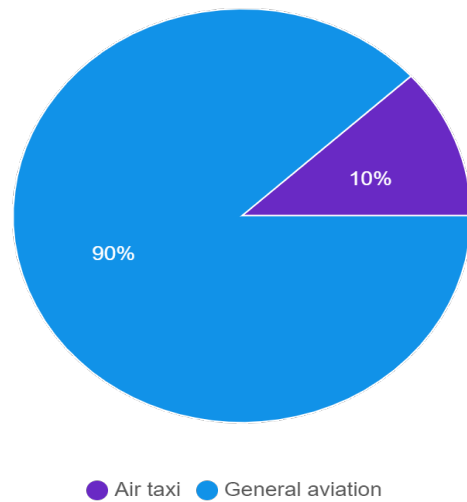
Operations by Runway



Operations by Category

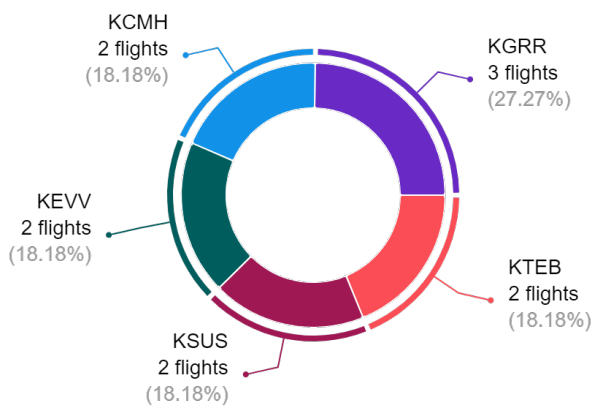


Operations by Type

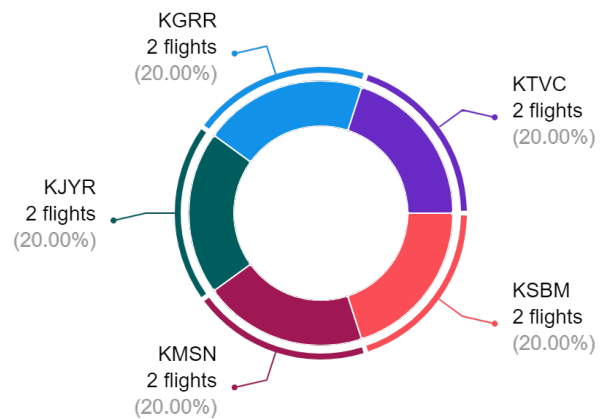


Top Airports

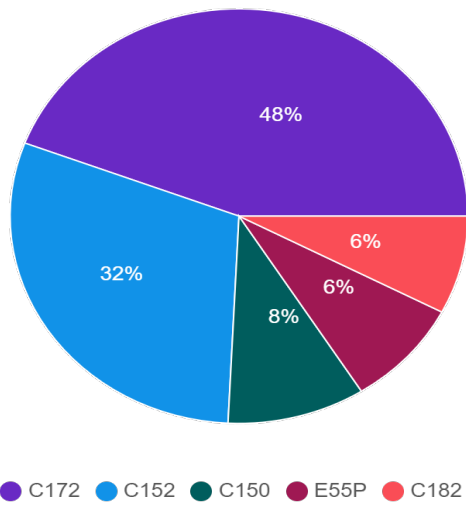
Top Origin Airports



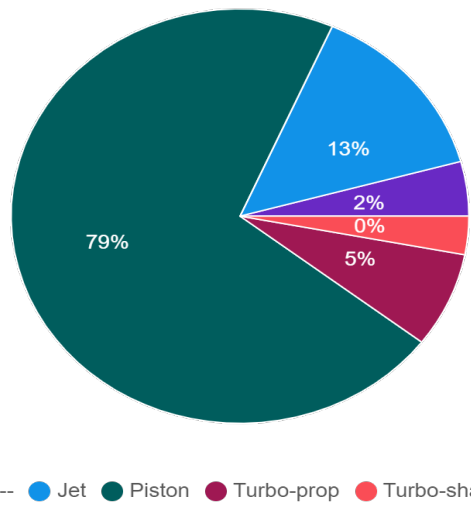
Top Destination Airports



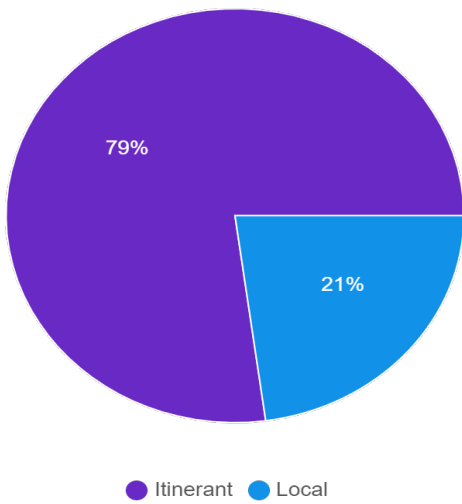
Top Aircraft Types



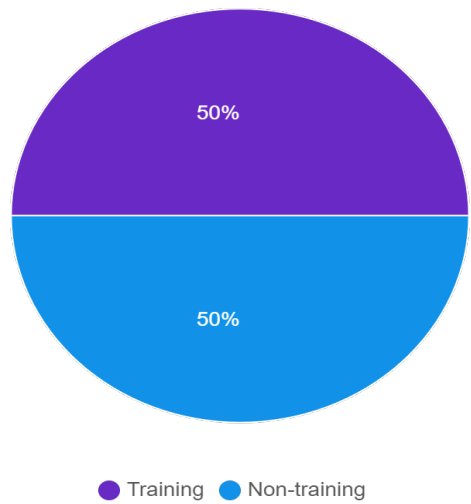
Operations by Engine Type



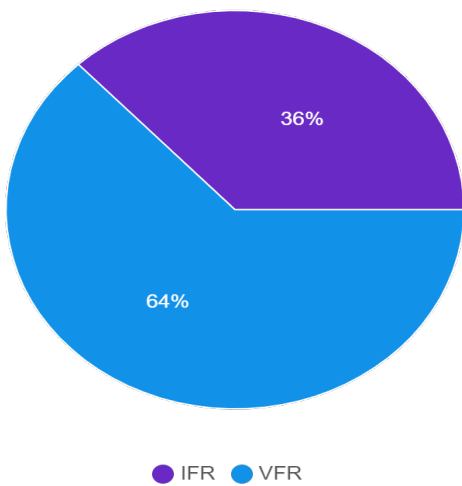
Local vs. Itinerant Flights



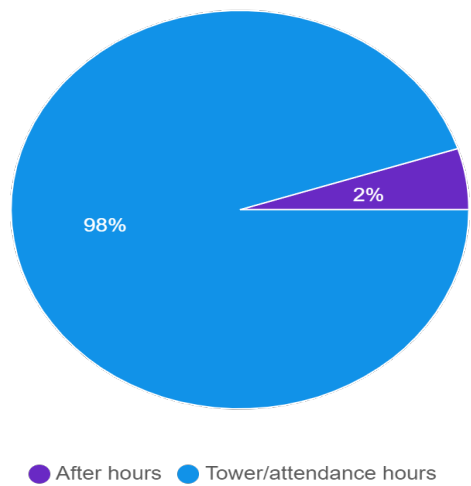
Training Operations



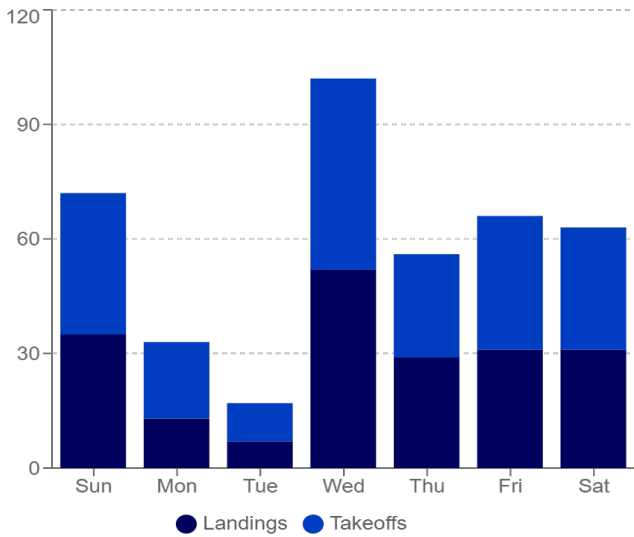
IFR vs. VFR flights



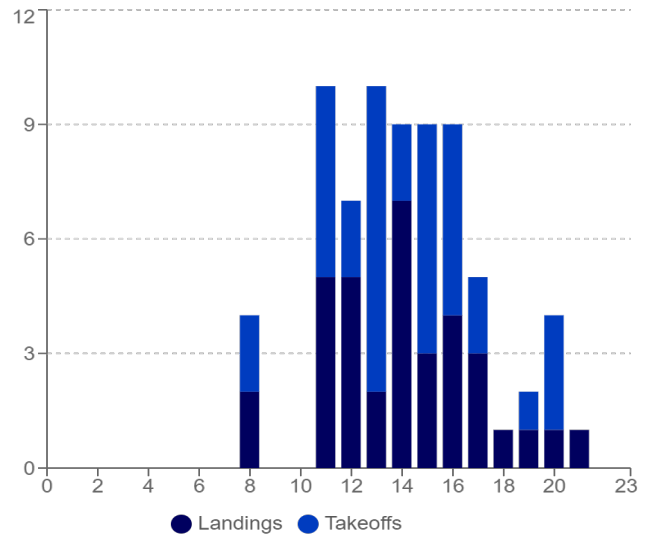
After Hours Operations



Operations by Day of Week

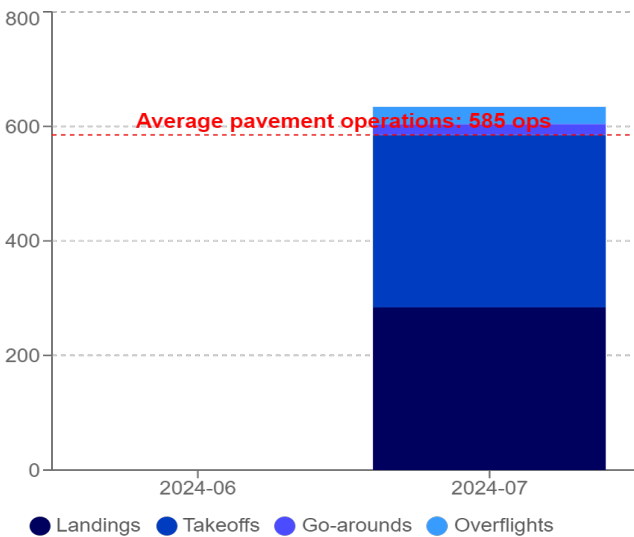


Operations by Hour



Historical Data

Landings and Takeoffs by Month



Busiest Days on Record

Rank	Date	Pavement ops	Aircraft
1	2024-07-26 (Fri)	104	22
2	2024-08-07 (W...)	102	29
3	2024-07-30 (T...)	85	18
4	2024-07-31 (W...)	84	23
5	2024-07-27 (Sat)	72	20
5	2024-08-04 (S...)	72	35
5	2024-07-28 (S...)	72	22
6	2024-07-25 (T...)	69	29
7	2024-08-02 (Fri)	66	18
8	2024-08-03 (Sat)	63	22

West Michigan Airport Authority

Meeting Date: August 12, 2024

Agenda Item:

Subject: Financial Reports for 7/31/2024-Unaudited

Prepared By: Julie Ziurinskas, City Finance

Recommendation: Accept Financial Reports as information

The West Michigan Airport Authority started a new fiscal year (FY 2025) on July 1, 2024. Attached are Budget Performance Reports and the Balance Sheets through July 31, 2024.

GENERAL FUND

Revenues

Operating revenues for the first month totaled \$14,481.53, or 1.87% of budget. July operating revenues are composed of franchise fees, quarterly hangar rentals invoiced, and quarterly/semi-annual hangar land leases billed out.

Expenses

Operating expenses for the first month totaled \$15,508.18, or 2.40% of budget. July operating expenses are composed of regular monthly expenses, the \$1,000 annual lease of the airport property from the City of Holland, and the annual insurance premiums which cover the insurance year July 1, 2024 – July 1, 2025.

CAPITAL FUND

Revenues/Expenses

Capital revenues and expenses 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 \$2,449,449.

General Fund Assets totaled \$1,368,551.30 at July 31st, comprised mostly of cash. General Fund Liabilities totaled \$53,844.04 at July 31st, and represents accounts payable and unearned revenue (prepaid lease).

The combined General and Capital funds balance at July 31 is \$2,442,015.65.



West Michigan Airport Authority Budget Performance Report

Balance As Of 07/31/2024

Description	24-25 Amended Budget	YTD Transactions	Available Balance 07/31/2024	% Bdgt Used	End Balance 06/30/2024	
Fund: 110 WMAA (AIRPORT) GENERAL FUND						
Account Category: Revenues						
Department: 000.000 GENERAL						
110-000.000-573.000 GENERAL	SMALL TAXPAYER PPT LOSS REIMBURSEMEN	18,000.00	0.00	18,000.00	0.00	21,828.76
110-000.000-581.100 GENERAL	CONTRIB FROM OTHER GOVTS-CITY OF HOL	145,000.00	0.00	145,000.00	0.00	130,215.03
110-000.000-581.110 GENERAL	CONTRIB FROM OTHER GOVTS-CITY OF ZEEL	80,000.00	0.00	80,000.00	0.00	84,782.88
110-000.000-581.210 GENERAL	CONTRIB FROM OTHER GOVTS-PARK TOWNSH	120,000.00	0.00	120,000.00	0.00	135,090.94
110-000.000-615.810 GENERAL	FRANCHISE FEES-FBO FRANCHISE	29,000.00	3,185.31	25,814.69	10.98	67,757.70
110-000.000-615.820 GENERAL	FRANCHISE FEES-FUEL FLOWAGE FEE	84,460.00	4,744.62	79,715.38	5.62	62,816.00
110-000.000-615.830 GENERAL	FRANCHISE FEES-LANDING FEES	30,000.00	2,185.35	27,814.65	7.28	24,868.10
110-000.000-665.000 GENERAL	INVESTMENT INCOME	15,000.00	0.00	15,000.00	0.00	38,117.72
110-000.000-665.900 GENERAL	INVESTMENT INCOME-MARKET ADJUSTMENT	0.00	0.00	0.00	0.00	2,651.78
110-000.000-665.905 GENERAL	RENTAL-AGRICULTURAL LAND LEASE	12,500.00	0.00	12,500.00	0.00	12,346.48
110-000.000-665.910 GENERAL	RENTAL-HANGAR LAND LEASE	170,000.00	3,486.89	166,513.11	2.05	137,611.17
110-000.000-665.915 GENERAL	RENTAL-T-HANGARS	61,800.00	40.00	61,760.00	0.06	71,568.06
110-000.000-665.920 GENERAL	RENTAL-AIRPORT BUSINESS CENTER	9,600.00	839.36	8,760.64	8.74	10,486.26
Total Dept 000.000 - GENERAL		775,360.00	14,481.53	760,878.47	1.87	800,140.88
Department: 910.000 AIRPORT CAPITAL PROJECTS						
110-910.000-579.000 AIRPORT CAPITAL PROJECTS	STATE GRANT-MDOT CAPITAL	0.00	0.00	0.00	0.00	162,521.91
Total Dept 910.000 - AIRPORT CAPITAL PROJECTS		0.00	0.00	0.00	0.00	162,521.91
Revenues		775,360.00	14,481.53	760,878.47	1.87	962,662.79
Account Category: Expenditures						
Department: 595.100 AIRPORT OPERATIONS						
110-595.100-701.000 AIRPORT OPERATIONS	PAYROLL-REGULAR	150,305.00	5,558.82	144,746.18	3.70	105,142.57
110-595.100-702.000 AIRPORT OPERATIONS	PAYROLL-TEMPORARY HELP	11,700.00	0.00	11,700.00	0.00	3,765.00
110-595.100-705.000 AIRPORT OPERATIONS	PAYROLL-OVERTIME	0.00	0.00	0.00	0.00	131.25
110-595.100-710.000 AIRPORT OPERATIONS	PAYROLL-VACATION/PTO GENERAL	10,000.00	0.00	10,000.00	0.00	7,519.17
110-595.100-712.000 AIRPORT OPERATIONS	PAYROLL-HOLIDAYS	3,600.00	200.00	3,400.00	5.56	4,574.68
110-595.100-720.005 AIRPORT OPERATIONS	INSURANCE HEALTH	6,516.00	385.23	6,130.77	5.91	4,352.30
110-595.100-720.030 AIRPORT OPERATIONS	INSURANCE-INCOME PROTECTION	600.00	0.00	600.00	0.00	446.65
110-595.100-721.005 AIRPORT OPERATIONS	RETIREMENT CONTRIBUTION MERS	11,191.00	460.71	10,730.29	4.12	9,282.05
110-595.100-723.000 AIRPORT OPERATIONS	EMPLOYER FICA/MEDICARE CONTRIBUTION	12,891.00	470.02	12,420.98	3.65	9,599.61
110-595.100-723.500 AIRPORT OPERATIONS	WORKERS COMP INSURANCE	320.00	0.00	320.00	0.00	311.00
110-595.100-730.000 AIRPORT OPERATIONS	POSTAGE	100.00	0.00	100.00	0.00	5.93
110-595.100-740.000 AIRPORT OPERATIONS	OPERATING SUPPLIES GENERAL	2,000.00	0.00	2,000.00	0.00	7,113.18
110-595.100-741.000 AIRPORT OPERATIONS	OPERATING SUPPLIES-CONTROLLED CAPITA	1,000.00	0.00	1,000.00	0.00	2,422.28
110-595.100-801.000 AIRPORT OPERATIONS	CONTRACTUAL-LEGAL	25,000.00	0.00	25,000.00	0.00	23,177.50
110-595.100-802.005 AIRPORT OPERATIONS	CONTRACTUAL-AUDIT SERVICES	8,500.00	0.00	8,500.00	0.00	8,300.00
110-595.100-802.200 AIRPORT OPERATIONS	CONTRACTUAL-FISCAL AGENT SERVICES	2,000.00	5,000.00	(3,000.00)	250.00	2,000.00
110-595.100-807.000 AIRPORT OPERATIONS	CONTRACTUAL-ARCHITECT/ENGINEER	0.00	0.00	0.00	0.00	22,166.12
110-595.100-807.415 AIRPORT OPERATIONS	CONTRACTUAL-ARCHITECT/ENGINEER	0.00	0.00	0.00	0.00	1,963.00
110-595.100-808.000 AIRPORT OPERATIONS	CONTR-BLDGS&GRNDS	45,000.00	0.00	45,000.00	0.00	70,817.18
110-595.100-808.001 AIRPORT OPERATIONS	CONTR-BLDGS&GRNDS JANITORIAL	0.00	0.00	0.00	0.00	3,510.00
110-595.100-808.801 AIRPORT OPERATIONS	CONTR-BLDGS&GRNDS MAINTENANCE GENERA	20,000.00	0.00	20,000.00	0.00	30,441.14
110-595.100-808.802 AIRPORT OPERATIONS	CONTR-BLDGS&GRNDS SNOWPLOWING	60,000.00	0.00	60,000.00	0.00	72,356.58
110-595.100-809.001 AIRPORT OPERATIONS	CONTRACTUAL-MISC CONSULTING	10,000.00	0.00	10,000.00	0.00	13,924.24
110-595.100-809.003 AIRPORT OPERATIONS	CONTRACTUAL-MISC MANAGEMENT SVCS	37,221.00	0.00	37,221.00	0.00	31,380.00
110-595.100-809.005 AIRPORT OPERATIONS	CONTRACTUAL-MISC AIRPORT MANAGER	3,000.00	0.00	3,000.00	0.00	7,812.94
110-595.100-850.000 AIRPORT OPERATIONS	COMMUNICATIONS TELEPHONE	0.00	0.00	0.00	0.00	(76.00)



West Michigan Airport Authority Budget Performance Report
Balance As Of 07/31/2024

Description	24-25 Amended Budget	YTD Transactions	Available Balance 07/31/2024	% Bdgt Used	End Balance 06/30/2024
Fund: 110 WMAA (AIRPORT) GENERAL FUND					
Account Category: Expenditures					
Department: 595.100 AIRPORT OPERATIONS					
110-595.100-851.000 AIRPORT OPERATIONS COMMUNICATIONS CELLULAR	2,400.00	600.00	1,800.00	25.00	1,100.00
110-595.100-852.000 AIRPORT OPERATIONS COMMUNICATIONS WIFI INTERNET	0.00	0.00	0.00	0.00	620.00
110-595.100-901.000 AIRPORT OPERATIONS CONTR-PRINTING	2,820.00	0.00	2,820.00	0.00	0.00
110-595.100-903.000 AIRPORT OPERATIONS CONTR-PRINTING ADVERTISING/PROMOTION	57,000.00	0.00	57,000.00	0.00	48,722.64
110-595.100-920.805 AIRPORT OPERATIONS PUBLIC UTILITIES-FENCE GATES	550.00	0.00	550.00	0.00	481.26
110-595.100-920.810 AIRPORT OPERATIONS PUBLIC UTILITIES-LANDING LIGHTS/SYST	4,000.00	0.00	4,000.00	0.00	3,378.66
110-595.100-920.815 AIRPORT OPERATIONS PUBLIC UTILITIES-PARKING LOT LIGHTS	800.00	0.00	800.00	0.00	498.27
110-595.100-920.820 AIRPORT OPERATIONS PUBLIC UTILITIES-RUNWAY LIGHTS	6,000.00	0.00	6,000.00	0.00	4,964.26
110-595.100-920.825 AIRPORT OPERATIONS PUBLIC UTILITIES-T HANGARS	6,700.00	0.00	6,700.00	0.00	5,034.89
110-595.100-921.010 AIRPORT OPERATIONS PUBLIC UTILITIES-NATURAL GAS	0.00	0.00	0.00	0.00	174.92
110-595.100-931.000 AIRPORT OPERATIONS BLDG & GRNDS MAINT GENERAL	6,000.00	0.00	6,000.00	0.00	5,166.66
110-595.100-931.810 AIRPORT OPERATIONS BLDG & GRNDS MAINT SIGNAGE	8,000.00	0.00	8,000.00	0.00	0.00
110-595.100-933.000 AIRPORT OPERATIONS EQUIPMENT MAINTENANCE-GENERAL	6,500.00	72.32	6,427.68	1.11	1,312.00
110-595.100-933.015 AIRPORT OPERATIONS EQUIPMENT MAINTENANCE-ILS LANDING	16,000.00	0.00	16,000.00	0.00	8,000.00
110-595.100-940.000 AIRPORT OPERATIONS BUILDING RENTAL/LEASE	1,000.00	1,000.00	0.00	100.00	1,000.00
110-595.100-955.000 AIRPORT OPERATIONS MISC. GENERAL	9,300.00	0.00	9,300.00	0.00	3,187.10
110-595.100-960.000 AIRPORT OPERATIONS EDUCATION, TRAINING, CONF REGISTRATI	4,500.00	0.00	4,500.00	0.00	1,717.00
110-595.100-961.000 AIRPORT OPERATIONS TRAVEL, MEALS, MILEAGE	3,500.00	0.00	3,500.00	0.00	901.40
110-595.100-962.000 AIRPORT OPERATIONS INSURANCE PREMIUMS	35,000.00	462.00	34,538.00	1.32	34,072.00
110-595.100-964.001 AIRPORT OPERATIONS REFUNDS-PRIOR YEAR PROPERTY TAX	0.00	0.00	0.00	0.00	56.83
110-595.100-965.000 AIRPORT OPERATIONS DUES & SUBSCRIPTIONS	2,220.00	0.00	2,220.00	0.00	1,872.98
Total Dept 595.100 - AIRPORT OPERATIONS	593,234.00	14,209.10	579,024.90	2.40	564,699.24
Department: 595.200 BUSINESS CENTER					
110-595.200-808.001 BUSINESS CENTER CONTR-BLDGS&GRNDS JANITORIAL	10,000.00	0.00	10,000.00	0.00	9,074.12
110-595.200-850.000 BUSINESS CENTER COMMUNICATIONS TELEPHONE	3,800.00	0.00	3,800.00	0.00	240.00
110-595.200-852.000 BUSINESS CENTER COMMUNICATIONS WIFI INTERNET	4,000.00	0.00	4,000.00	0.00	6,577.02
110-595.200-920.005 BUSINESS CENTER PUBLIC UTILITIES-HBPW	19,500.00	0.00	19,500.00	0.00	16,489.11
110-595.200-921.010 BUSINESS CENTER PUBLIC UTILITIES-NATURAL GAS	5,000.00	0.00	5,000.00	0.00	4,316.31
110-595.200-931.000 BUSINESS CENTER BLDG & GRNDS MAINT GENERAL	5,000.00	0.00	5,000.00	0.00	7,592.58
110-595.200-933.000 BUSINESS CENTER EQUIPMENT MAINTENANCE-GENERAL	5,000.00	1,299.08	3,700.92	25.98	7,278.46
Total Dept 595.200 - BUSINESS CENTER	52,300.00	1,299.08	51,000.92	2.48	51,567.60
Expenditures	645,534.00	15,508.18	630,025.82	2.40	616,266.84
Fund 110 - WMAA (AIRPORT) GENERAL FUND:					
TOTAL REVENUES	775,360.00	14,481.53	760,878.47		962,662.79
TOTAL EXPENDITURES	645,534.00	15,508.18	630,025.82		616,266.84
NET OF REVENUES & EXPENDITURES:	129,826.00	(1,026.65)	130,852.65		346,395.95



West Michigan Airport Authority Budget Performance Report
Balance As Of 07/31/2024

Description	24-25 Amended Budget	YTD Transactions	Available Balance 07/31/2024	% Bdgt Used	End Balance 06/30/2024
Fund: 410 WMAA (AIRPORT) CAPITAL PROJECTS					
Account Category: Revenues					
Department: 000.000 GENERAL					
410-000.000-579.000 GENERAL STATE GRANT-MDOT CAPITAL	0.00	0.00	0.00	0.00	104,588.77
Total Dept 000.000 - GENERAL	0.00	0.00	0.00	0.00	104,588.77
Revenues	0.00	0.00	0.00	0.00	104,588.77
Account Category: Expenditures					
Department: 595.000 AIRPORT OPERATIONS					
410-595.000-807.000 AIRPORT OPERATIONS CONTRACTUAL-ARCHITECT/ENGINEER	0.00	0.00	0.00	0.00	10,249.00
410-595.000-807.415 AIRPORT OPERATIONS CONTRACTUAL-ARCHITECT/ENGINEER	15,000.00	0.00	15,000.00	0.00	0.00
410-595.000-974.000 AIRPORT OPERATIONS LAND IMPROVEMENTS GENERAL	10,875.00	0.00	10,875.00	0.00	107,441.15
Total Dept 595.000 - AIRPORT OPERATIONS	25,875.00	0.00	25,875.00	0.00	117,690.15
Expenditures	25,875.00	0.00	25,875.00	0.00	117,690.15
Fund 410 - WMAA (AIRPORT) CAPITAL PROJECTS:					
TOTAL REVENUES	0.00	0.00	0.00		104,588.77
TOTAL EXPENDITURES	25,875.00	0.00	25,875.00		117,690.15
NET OF REVENUES & EXPENDITURES:	(25,875.00)	0.00	(25,875.00)		(13,101.38)



Balance Sheet

Through 7/31/24

Detail Listing

Exclude Rollup Account

Account	Account Description	FY 2024 Actual	FY 2025 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	1,318,256	1,308,399
110-000.000-018.000	Accounts Receivable General	96,902	60,115
110-000.000-028	Prior Years Taxes Receivables	183	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		
110-000.000-071.010	Due from Local Govt Units Due from Zeeland City	10,467	
110-000.000-090.000	Accounts Receivable In/Out	11	11
ASSETS TOTALS		1,425,662	1,368,551
LIABILITIES AND FUND EQUITY			
LIABILITIES			
110-000.000-202.000	Accounts Payable General	44,518	(4,260)
110-000.000-201.000	Contracts Payable		
110-000.000-257.000	Accrued Wages Payable General	7,306	
110-000.000-258.010	Accrued Fringes Payable FICA-Social Security/Medicare		
110-000.000-259.010	Accrued Fringes Payable Pension		
110-000.000-360.000	Deferred Revenue General	58,104	58,104
LIABILITIES TOTALS		109,928	53,844
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	1,190,734	1,189,707
FUND EQUITY TOTALS		1,315,734	1,314,707
LIABILITIES AND FUND EQUITY		1,425,662	1,368,551
Fund Balance, Beginning			\$1,314,707
Remaining Budget Revenues			\$760,878
Remaining Budget Expenditures			\$630,026
Fund Balance, Estimated Ending			\$2,705,612
Fund Balance % of Budgeted Expenditures			419%



Balance Sheet

Through 7/31/24

Detail Listing

Exclude Rollup Account

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	1,143,865	1,133,616
410-000.000-078.000	Due from State of Michigan Due from State-Aeronautics	99	99
ASSETS TOTALS		<u>1,143,965</u>	<u>1,133,716</u>
LIABILITIES AND FUND EQUITY			
LIABILITIES			
410-000.000-202.000	Accounts Payable General	10,249	
LIABILITIES TOTALS		<u>10,249</u>	
FUND EQUITY			
410-000.000-390.000	Fund Balance-Unassigned	1,133,716	1,133,716
FUND EQUITY TOTALS		<u>1,133,716</u>	<u>1,133,716</u>
LIABILITIES AND FUND EQUITY TOTALS		<u>1,143,965</u>	<u>1,133,716</u>

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 6,509.51 13,019.02	6,509.51 6,509.51 6,509.51 13,019.02
GRAND TOTAL:				13,019.02	13,019.02

07/02/2024
01:26 PM

CHECK PROOF FOR CITY OF HOLLAND

Back 5

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 Totals: 6,509.51
 # of Credit Memos: 0 # Due: 0 Totals: 0.00
 Net of Invoices and Credit Memos: 6,509.51

---- TOTALS BY FUND ----

110 WMAA (Airport) General Fund	6,509.51	6,509.51
595.100 Airport Operations	3,915.83	3,915.83
595.200 Business Center	2,593.68	2,593.68

---- 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	
				<u>1,921.24</u>	<u>1,921.24</u>
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	
				<u>1,921.24</u>	<u>1,921.24</u>
GRAND TOTAL:					

INVOICE REGISTER FOR CITY OF HOLLAND



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

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			960.62	960.62		
	# of Credit Memos: 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

West Michigan Airport Authority

60 Geurink Blvd., Holland, MI 49423

Comprising City of Zeeland, Park Township and City of Holland



August 12th, 2024

REPORT 7.

To: West Michigan Airport Authority Board.
From: Aaron Thelenwood, Director. David Craig (Airport Advisory Group)
Subject: **Report from Airport Advisory Group – Recommendation on Procurement of Snow Removal Equipment for Winter 2024/25.**

Following the formation of the Airport Advisory Group, one of the major objectives the group had been tasked with at the Board's direction was providing input on critical snow removal infrastructure to ensure, as best as possible, runway conditions are maintained at optimal levels throughout winter, and in alignment with user expectations. As a reminder, the Airport Advisory group is comprised of key users and stakeholders representing the corporate and general aviation interests on field, including representation from Haworth, Metal Flow, and Westshore Aviation, in addition to general aviation users and t-hangar tenants as well.

At the July 9th, 2024 meeting of the Airport Authority Board, the board reviewed both a summary of the research performed by staff and the Advisory Group as well as recommended solutions for winter operations, and possible next steps. These proposed solutions were based on a timeline to have solutions in place by October 2024. In summary, the Board approved the following:

1. Solicitation of bids for The MetalPless CityMaxx plow.
2. Solicitation of bids for contracted supplemental snow removal services from businesses that responded to the RFQ.
3. Solicitation of quotes for heavy equipment rental over winter 2024/25 to support the CityMaxx plow.

The intent of this approach, emphasizing rental of heavy equipment in year one, was to mitigate financial risk to the Airport Authority and allow the Authority to test solutions on a trial basis, and assess their efficacy, before being locked in to a large capital expenditure. Due to the uncertain impact of any supplemental equipment or solution it was advised by the Director that the airport move forward cautiously, and in a limited fashion when directly procuring supplemental equipment.

Bids for the snowplow were received August 5th 2024 and were opened at 2:01 PM that day. Bids are summarized below:

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.

2024 West Michigan Regional Airport Snow Plow Bids		
Contractor		Bid Amount
Burnips Equipment Co.	\$	51,088.89
Storm Equipment	\$	53,240.00
MetalPless/Aeropless	\$	56,520.00
MetalPless/Aeropless	Alternative Bid (Plow Rental)	

In addition to the Bids received, the plow manufacturer (MetalPless/Aeropless) submitted an alternative proposal for the rental of the plow blade itself for year one. This was not an option included in the original bid specs requested by the Authority as, following research early in the process, staff and the Advisory Group were unable to find a contractor who offered a rental option for the plow. After reviewing, following receipt of the bids, the manufacturer is the only entity willing to offer rental on the plow.

Under this proposal the Authority would have either a rent to buy option (**totaling \$56,520**) at the end of winter or would have the option to return the plow if it did not perform or meet expectations (**\$19,995**). The base price of the final purchase is higher as compared to other bids received as there is a premium for trying the unit before committing to a final purchase.

The quotes received for heavy equipment rental are below. Staff worked with the Advisory Group to identify multiple companies that rent heavy equipment (construction& farm) throughout the region. However, options were quickly limited when finding companies that could rent equipment that could also accommodate the proposed plow. It should also be noted that the FBO also does not own heavy equipment that could accommodate the proposed plow.

Heavy Equipment Quotes:

Burnips Equipment Co - New Holland T7 Tractor

- \$5,000/month
- \$500 trucking fee (one fee – pick-up/drop off)
- **Total for season (7mo’s): \$35,500**

Grand Equipment - Hitachi ZW220-6 Loader

- \$6,000 per month
- \$300 Trucking fee (one fee – pick-up/drop off)
- **Total for season (7mo’s): \$42,300**

Bids for supplemental services were received July 29th, 2024. Only one company submitted a bid and the cost for supplemental snow removal services were deemed cost prohibitive for an airport of our size:

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AnglinCivil:

- \$925/Hour
- RFP assumed 500 hours/season max
- **Total for season max: \$462,500.**

Recommendation

Due to the uncertain impact of supplemental equipment at this time, especially when accounting for the wide array of potential factors that could impact winter response (shifting weather patterns, reporting conditions through the FAA's assessment tool, etc.) the Airport Advisory Group prioritized caution and worked to identify options that would provide the most flexibility while reducing long-term risk.

With that framework in mind, and accounting for input from the key on-field users and stakeholders involved in the Advisory Group, staff recommends the following:

1. Approval of the rental bid from MetalPless/Aeropless at \$19,995 per the attached bid. This option affords the Authority the ability to either a) purchase the blade at the end of Winter 2024/25 or b) return the blade if it didn't perform to expectations.

Under this option, if the Authority determined to purchase the plow in spring, MetalPless would deduct 80% of the rental (\$11,996) from the purchase price pre-established, as well as the \$3000 of freight that was planned for returning the blade to MetalPless.

In other words, to buy the blade in April 2025, the airport would be invoiced a total amount of \$39,524. Total purchase price (rental, + buyout+ freight one way) would be \$56,520, as reflected in the bid. The rental purchase price is higher when compared to other bids as it effectively includes a premium for the ability to rent/try the product before buying.

2. Approval of the rental quote from Burnips Equipment Co. for the New Holland T7 Tractor, totaling \$35,500.

The recommendations above allow the airport authority to effectively trial an option, and determine its effectiveness, without being locked in to a long term purchase agreement. This proposal would also keep the Authority on track with established timeline to have equipment on-field early October. If the tractor and plow both perform at an acceptable level, the Airport Authority could begin exploring tactics to secure long-term purchase options. Likewise, over the winter months, the Authority could also work to be in a better position for determining a long term purchase option, whether through direct financing with a contractor or through the AIP program.

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.

These expenses are currently unbudgeted, so the Board would need to take formal action to amend the FY25 budget while, in addition, establishing a dedicated line item for capital equipment. Total year 1 financial impact is below:

Airport Advisory Recommendation		
Equipment		Year 1 Costs
T7 Rental (Tractor)	\$	35,500.00
Plow Rental	\$	19,995.00
Insurance	\$	2,500.00
Plow Depreciation	\$	1,563.00
Winter 2025 Impact	\$	59,558.00
Plow Purchase	\$	39,524.00
Year 1 Total Impact	\$	158,640.00

Attached to this report is a five-year financial outlook, reflecting the long-term budgetary impact of the plow purchase. Staff also has a preliminary budget impact estimate available accounting for heavy equipment purchases, based on preliminary financing estimates.

Under the proposal for the Board’s consideration today, the projected fund balance estimate at the end of five years is \$980,376.00, or 119% of the projected annual operating budget. This is well within the fund balance policy adopted by the board, which requires the authority to maintain a minimum fund balance between 75%-120% of annual operating expenses. Funds to cover the rental expense would come from the Airport Authority's fund balance.

West Michigan Airport Authority

60 Geurink Boulevard, Holland, MI 49423
P (616) 414-0726

Comprising City of Zeeland, Park Township and City of Holland



BID FORM
West Michigan Regional Airport Authority

July 30 / 24
- Date of Bid

Purchasing Office
270 S. River Avenue
Holland, MI 49423

We, the undersigned, being familiar with specifications and conditions for bidding, propose Metal Pless CityMaxx plow equipment, in accordance with said specifications, and submit a bid therefore as follows:

Total bid \$ 56,520.00 USD

This bid is net, F.O.B. - and includes any and all costs associated with furnishing and delivering the SAN Solution as specified.

This bid is firm for a period of thirty (30) days from the date of the bid opening and will not be withdrawn, modified or altered after the bid opening.

Signature of Bidder Tony Dwyer

Company Represented Metal Pless Snow Plows

Company Mailing Address 1683 boulevard des Suereries
Plessisville, Quebec Canada G6H 1W4

Alternate Bid Option – Seasonal Rental with Rent to Own Option

- 1) A 1248-22 can only be installed on a tractor if the tractor were to have a front three-point hitch.
- 2) **We do not offer installation.** You will need to do the installation and PDI yourself.

CITYMAXX Plow 1248-20 LE : \$50,485

DVDE4 12 volts, 24 GPM : \$2,845

Tire savers : \$695

Nitrogen Accumulator : \$495

TOTAL COST: \$54,520 USD

1 Winter Season rental: \$14,995

Freight from MetalPless to Holland MI: \$2,000

Freight from Holland MI to MetalPless: \$3,000

****INSTALLATION NOT INCLUDED. HOSES NOT INCLUDED.**

For the rental, you must be EDC qualified or prepayment must be made before shipping

The payment for the rental plus freight down and back is **(\$19,995 USD)** and is due 10 days net after delivery.

Or you must pay the rental and full shipping before delivery if you cannot be EDC qualified.

Rent to Own Option

If you choose to purchase the plow at the end of the season, we will deduct 80% of the rental (\$11,996) from the purchase price pre-established, as well as the \$3000 of freight that was planned for returning the blade to MetalPless.

To exercise your rent to own option on the blade you must decide by March 31st 2025, and you will be invoiced from Metal Pless a total amount of **\$39,524 USD**

West Michigan Airport Authority

60 Geurink Boulevard, Holland, MI 49423
P (616) 414-0726

Comprising City of Zeeland, Park Township and City of Holland



Company Telephone

Number 902 318-8119

Email Address

terry.dwyer@metalsplus.com

Procedures for Quotations and Bids ((See excerpts from Airport Purchasing Policy Below)

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

West Michigan Airport Authority

60 Geurink Boulevard, Holland, MI 49423

P (616) 414-0726

Comprising City of Zeeland, Park Township and City of Holland



BID FORM
West Michigan Regional Airport Authority

8/5/2024
- Date of Bid

Purchasing Office
270 S. River Avenue
Holland, MI 49423

We, the undersigned, being familiar with specifications and conditions for bidding, propose Metal Pless CityMaxx plow equipment, in accordance with said specifications, and submit a bid therefore as follows:

Total bid \$ 51,088.89

This bid is net, F.O.B. - and includes any and all costs associated with furnishing and delivering the SAN Solution as specified.

This bid is firm for a period of thirty (30) days from the date of the bid opening and will not be withdrawn, modified or altered after the bid opening.

Signature of Bidder 

Company Represented Burnips Equipment Co.

Company Mailing Address 2073 142nd Ave.
Dorr, MI 49323

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

West Michigan Airport Authority

60 Geurink Boulevard, Holland, MI 49423
P (616) 414-0726

Comprising City of Zeeland, Park Township and City of Holland



Company Telephone
Number _____

616-553-1711

Email Address

justin.vanderveen@burnips.com

Procedures for Quotations and Bids ((See excerpts from Airport Purchasing
Policy Below)

*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.*



Storm Equipment
 23371 610th Ave
 Madison Lake, MN 56063 US

Christian@stormeq.com
 www.stormeq.com

Created Date 7/25/2024
 Expiration Date 8/7/2024
 Quote Number 00001295

Prepared By Christian Engebretson
 Email christian@stormeq.com

Contact Name Aaron Thelenwood

Product	Product Description	List Price	Quantity	Total Price
CityMaxx CT 1248-22LE	12' Moldboard, 48" tall moldboard, 5' Hyrdaulic wings, LE Live edge, Front 3pt. All hydraulic controls, Voltage and GPM needs to be clarified	\$45,425.00	1.00	\$45,425.00
DVDE3 24 GPM	3 sets of oil outlets rated for 24 GPM	\$2,125.00	1.00	\$2,125.00
AAC	Nitrogen accumulator	\$495.00	1.00	\$495.00
PP48	Tire saver for blade 48" tall	\$695.00	1.00	\$695.00
Install on site	Installation on New Holland T7 290. Plow will be mounted to front 3pt of T7 290	\$2,500.00	1.00	\$2,500.00
Team Storm Warranty	With plow purchase from Storm Equipment we double the base warranty from Metal Pless to 2 years. Welcome to TEAM STORM	\$0.00	1.00	\$0.00

Subtotal \$51,240.00
 Total Price \$51,240.00
 Shipping and Handling \$2,000.00
 Grand Total \$53,240.00



Notes for WMAA Plow Bid

Hello my name is Christian Engebretson with Storm Equipment. I found the bid for the CT1248-22LE on biddirect.com.

I wanted to connect and talk about some concerns about the bid. With the CityMaxx CT 1248-22LE, on the back of the plow it will come as a 3pt mount. The tractor it is being paired to needs to have a front 3pt installed on it.

Also, on the quote I have a line item for installation as requested. The installation process is simple with the CityMaxx. The plow will hook up to the 3 point and from there you need to have 2 hydraulic lines go from the rear of the tractor to the diverter valve on the plow.. (The reason I mention this is because the bid asks for a subframe mounted, where the CT 1248-22LE only comes as a 3pt mount.)

The last thing to install would be the electrical to control the hydraulic flow from the moldboard, left wing and right wing.

The traditional way is to run a harness from inside the cab to the front of the tractor. We have instructional videos of showing how to do this and also could assist over the phone with installation. The assistance/troubleshooting would be free of charge. Also we launched our wireless harness system, which would replace the task of running the electrical from the cab to the front of the tractor.

StormVision has a receiver mounted on the back of the moldboard that is powered by a dakota lithium battery that receives signals from cab mounted box. This eliminates the need to install wires. This is a \$1800 option when purchased with a Metal Pless plow from Storm Equipment. And greatly reduces installation time.

We do not match the bid entirely, because I am pricing a 3pt mount instead of the undercarriage also we would suggest saving the cost of us traveling to install where we could help over the phone with installation and troubleshooting. That might disqualify us from winning the bid, but even if we don't win we are more than willing to help.

Thank you for your time,

Christian Engebretson
Storm Equipment
507-525-0965



www.burnips.com



Dorr	3073 142nd Avenue, Dorr, MI 49323	(616) 896-9190	(616) 896-7707
Big Rapids	18612 Northland Drive, Big Rapids, MI 49307	(231) 592-1200	(231) 592-9706
Coopersville	7353 State Road, Coopersville, MI 49404	(616) 997-9190	(616) 997-0715
Hudson	15838 Carleton Road, Hudson, MI 49247	(517) 448-2071	(517) 448-2067
Three Rivers	55232 Franklin Drive, Three Rivers, MI 49093	(269) 273-3253	(269) 273-3259
Wyatt	66400 IN-331, Wyatt, IN 46595	(574) 633-4017	(574) 633-4069
		Phone	Fax

EQUIPMENT RENTAL CONTRACT

Contract # _____

Contract Date 7/3/24

Co Name West Michigan Regional Airport

Equipment New Holland T7 tractor

Name Aaron Thelenwood

Unit # _____ SN _____

Street 60 Geurink Blvd

Used for Snow Removal

City Holland

Loc of Use Holland Airport

State MI Zip 49423

In Date/Time 04/15/2025 Hours _____

Phone (616) 392-7831

Out Date/Time 10/15/24 Hours _____

Use _____

Charges:

Rental Fee: \$ 5,000.00

Rental Rate: \$5000 flat rate per month

Trucking: \$ 500.00

Minimum 100 Per _____

Other: \$ _____

Fuel: Full at delivery full upon return

Tax: \$ _____

Total: \$ 5,500.00

Attachments/notes Trucking fee and first months

rent due upon signing contract agreement

Deposit: \$ 5,500.00

Monthly flat rate billed on the 15th or each

Payment: _____

month thereafter, Contract term October 15th thru April 15th

I have read & agree to the contract terms on the back of this document. Those terms consist of the entire agreement. No one has any oral or other written representations or promises not included in this contract. I hereby acknowledge receipt of a copy of this contract. I understand that I will be charged for the time equipment is in my possession, not the time it is used.

X _____

Date: _____

RENTAL CONTRACT – TERMS & CONDITIONS

The Lessor, Burnips Equipment, hereby rents to the renter, identified by his signature on the reverse page of this contract the personal property described on the reverse page of this contract, subject to all of the terms and conditions on each page of this contract. The renter, in consideration thereof, acknowledges and agrees as follows:

1. That Renter has this date at this time specified received from the lessor the personal property listed and identified in this contract.
2. That this product(s) is to be used by the Renter at the designated address for the stated period and solely for the purposes for which said equipment was manufactured and intended and he will not misuse any such equipment.
3. That the product(s) will not be removed from the designated address without the written consent of Lessor, except to return it to the designated Lessor location.
4. That Renter will pay Lessor the cost of replacement or repair of the rented product(s) if lost, stolen or damaged by any cause whatsoever.
5. That Renter on the "Date Due In" will immediately return the rented product(s), with all attachments, accessories and parts to the address of the Lessor as listed on the reverse side hereof, in the same condition of the rented product(s) was received: ordinary wear and depreciation excepted.
6. That if Renter decides to extend this contract beyond the date and time originally agreed upon as indicated on the reverse side hereof, Renter will immediately notify Lessor and obtain Lessor's written approval and terms for the extension.
7. That Lessor may at its own discretion, revert all charges to a daily rate if monthly statements or invoices are not paid on due dates.
8. That Lessor, at its own discretion may report as stolen all rented product(s) not received within ten days after the date listed in the "Date Due In" section of this contract, or if conditions or circumstances indicate theft, before that date. Renter hereby agrees to hold Lessor harmless from any claim or liability whatsoever resulting from or arising out of Lessor's reporting the property as stolen. Furthermore, the Renter agrees to indemnify and defend Lessor, its owners, employees and agents from any claim or liability arising out of Lessor's reporting said theft which includes any damages sought for false imprisonment, intention or negligent infliction of emotional distress, false detention or any and all damages, losses or liabilities.
9. The rental may not exceed a three (3) month time period on any one contract. All rental contracts may be renewed at renter's option.
10. That renter will immediately discontinue use of the personal property should it at any time, following the execution of this agreement or any subsequent agreement, become unsafe or in a state of disrepair. Furthermore, the Renter will immediately notify Lessor that the equipment is unsafe and in disrepair and until such time as Lessor has regained possession the Renter agrees to take all steps reasonably necessary to prevent injuries to any person and all property from the rented equipment or product.
11. The Renter hereby agrees to pay all reasonable collection fees, attorney's fees, court costs or any other expenses incurred by the Lessor to enforce the terms and conditions of this contract.

EXPRESSED AND IMPLIED WARRANTY DISCLAIMER

RENTER ACKNOWLEDGES AND AGREES THAT LESSOR PROVIDES NO EXPRESSED WARRANTIES unless an expressed warranty is given in writing by LESSOR AND FURTHER AGREES THAT LESSOR PROVIDES NO WARRANTIES OR "MERCHANTABILITY" OR OF "FITNESS FOR A PARTICULAR PURPOSE", EITHER EXPRESSED OR IMPLIED.

In addition, the Renter shall defend, indemnify and hold Lessor harmless from any claim or liability, whether based upon a claim for damages to real or personal property, or damages or loss sustained to a person. Furthermore, should any court action be initiated by either Renter or Lessor, the Renter hereby agrees to pay all reasonable collection fees, court costs, and attorney's fees incurred by the lessor or any other reasonable expense incurred to enforce the terms and conditions of this contract by either party.

**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									
Heavy Equipment Rental				FY24	FY25				
Plow Rental					\$ 35,500				
Plow Purchase					\$ 19,995				
Freight						\$ 39,524			\$ 59,558
Plow Depreciation (assume 16 yr) fx: =ln(cost,salvage,life)					\$ 1,563	\$ 3,720	\$ 3,407	\$ 3,407	\$ 3,407
Approx. Additional Property Insurance Premium					\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
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	\$ 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	\$ 1,200.00	\$ 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	\$ 6,000.00	\$ 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	\$ 807,905	\$ 800,227	\$ 779,930	\$ 799,939	\$ 820,426
Balance	\$ 71,710	\$ 140,237	\$ 338,105	\$ 77,653	\$ (47,545)	\$ (26,683)	\$ 12,253	\$ 11,349	\$ 10,443
Net Unassigned General Fund Operating Reserves, Beg of Year			\$ 1,238,947	\$ 1,577,052	\$ 1,020,559	\$ 973,014	\$ 946,332	\$ 958,584	\$ 969,933
Net Surplus (Deficit) Operating			\$ 338,105	\$ 77,653	\$ (47,545)	\$ (26,683)	\$ 12,253	\$ 11,349	\$ 10,443
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	\$ 973,014	\$ 946,332	\$ 958,584	\$ 969,933	\$ 980,376
Fund Balance % of Operating Expenditures			298%	160%	120%	118%	123%	121%	119%

CPI (per Bureau of Labor Statistics Forecast)

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