

West Michigan Airport Authority

60 Geurink Boulevard, Holland, MI 49423

Comprising City of Zeeland, Park Township and City of Holland



West Michigan Airport Authority

Meeting Agenda

May 12, 2025

4:00 p.m. – 5:30 p.m.

60 Geurink Blvd. Holland, MI 49423

Authority Members

City of Holland

Charles Murray
Quincy Byrd*
Devin Shea*

City of Zeeland

Heather Roden
Sally Gruppen*
Al Dannenberg

Park Township

Elisa Hoekwater
Ken Brandsen
Joan Zeerip*

Ex-officio

Craig Van Beek*
(Allegan)
Ben Fogg (Ottawa)

*Denotes
Municipal Elected
Participant

<https://zoom.us/j/98966994231?pwd=TM5UXpYdw4bIkZKnPS0nbJaFxWipyq.1>

Meeting ID: 915 7193 1403

Passcode: 010596

1. Call to Order
2. Roll Call
3. Public Comment
*All public comments are limited to **3 minutes** per speaker on an Agenda item. The Public Comment period is established for members of the public to voice opinions to the Board only. The Chair holds discretion on any interaction by the Board, otherwise Members of the Airport Authority Board or staff do not respond during this period.*
4. Approval of Agenda (3 Minutes): **Action Requested.**
5. Approval of Prior Meeting Minutes: (3 Minutes): **Action Requested.**
 - A. April 14, 2025, Meeting Minutes
6. Approval of consent agenda (3 Minutes): **Action Requested.**
 - A. FBO Report
 - B. Report on 1200.AERO data collection
7. Unfinished Business
 - A. Airport Manager Hiring Update (15 minutes): **Action Requested**
 - B. BETA EV Charging Station Agreement (15 minutes): **Action Requested**
8. New Business
 - A. Request from Tommy Car Wash Systems to Install Signs (10 Minutes): **Action Requested**
 - B. FY 2026 Budget

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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- i. **Public Comment Period** on FY 2026 West Michigan Airport Authority Budget – *Open / Close Public Comment period*
- ii. FY 2026 West Michigan Airport Authority Budget Review and Discussion: **Action Requested**
- iii. Financial Reports (5 Minutes): **Action Requested**
- 9. Communications from Airport Authority Manager
- 10. Updates from the Board
- 11. Adjourn: **Action Requested.**

Next Meeting will be held June 9, 2025, at 4:00 PM.

**All agenda item times are approximate*

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

DRAFT Minutes of Meeting

April 14, 2025

CTO: Chair Murray called Authority board into session at 4:00 pm (1600)

Roll Call: The following members answered the call: Zeerip, Hoekwater, Dannenberg, Gruppen, Roden, Shea, Byrd; ex-officio Van Beek.. Others present: Treasurer McCammon, student advisory member Leonard, Av Flight: VandenBrand, Lutz; Keith Van Beek, city manager, Holland human resources director Orme; Holland IT specialist Ranke; members of the crosswind runway study group. Outdoor Discovery Center representatives Callam and Williams. Ron VanderVeen, legal counsel.

Public Comment: None offered.

Agenda approval: Dannenberg moved to amend the agenda, moving item eight (8), new business, ahead of item seven (7), old business. Seconded by Hoekwater. PASSED voice vote. Dannenberg moved adoption of the amended agenda, seconded Shea. PASSED voice vote.

Minutes: Dannenberg moved to approve all minutes, seconded by Gruppen. Motion withdrawn on the advice of legal counsel. Dannenberg moved approval of February 10 regular meeting minutes, seconded by Byrd, PASSED voice vote, Hoekwater, Zeerip abstaining. Dannenberg moved approval of March 24 special meeting minutes, seconded by Byrd, PASSED voice vote, Hoekwater abstaining. April 1 special meeting minutes, Dannenberg moved approval, Seconded by Gruppen, PASSED voice vote, Hoekwater abstaining. Dannenberg moved approval of April 9 and 10 special meeting minutes; Byrd seconded. PASSED voice vote, Hoekwater and Roden abstaining.

Consent Agenda: February and March AvFlight and Aero; Data Dannenberg moved approval, Shea seconded. PASSED voice vote.

New Business: a. Messrs. Dan Callam and Travis Williams of the Outdoor Discovery Center described the addition to the organization's Wetland Mitigation Bank near the east end of the airport that required approval of the board before being addressed by the city of Holland zoning authorities. Hoekwater moved approval of the ODC Wetland Mitigation Bank addition and support of zoning change with the city of Holland. Seconded by Dannenberg. PASSED voice vote.

b. Freedom of Information Act policy, Dannenberg moved approval of FOIA policy as presented; seconded by Gruppen. PASSED voice vote.

c. FY 20226 Budget/ Financial Forecast. Chair Murray recognized McCammon to provide financial forecast, draft FY 2026 budget and setting public hearing, and monthly financial reports.



Hoekwater moved to accept the financial forecast for information, Byrd seconded. PASSED voice vote. Zeerip moved to set the public hearing on the draft FY 2026 budget for May 12, 2025, 4pm. Gruppen seconded. PASSED voice vote. Danneberg moved to accept the monthly financial reports (March 2025), Gruppen seconded. PASSED voice vote.

RECESS: Chair Murray called a recess without objection at 5:29pm (1729).

CTO: Chair Murray called the board back into session at 5:35pm (1735)

Airport Manager Hiring Committee Update: Orme summarized the work of the committee to secure a permanent airport manager. The board discussed the final two candidates for the position. Shea moved the Authority extend a contingent offer to Matthew Neyens, seconded by Gruppen. PASSED unanimously by roll call vote of all members present.

Airport Manager Communications: Storey announced the airport would host a Fly-In on May 3 to coincide with the first Saturday of the annual Tulip Time festival; confirmed responses to the RFQ engineer consultant search are due April 21, 5pm.

Adjournment: The business of the board having been completed, Dannenberg moved adjournment, Hoekwater seconded. PASSED voice vote 6:15pm (1815).

Respectfully submitted,

Jim Storey

Interim Airport Manager

WMAA MONTHLY FBO REPORT

#6A

West Michigan Regional Airport FBO Report Avflight Holland April 2025

Total Fuel Gallons Delivered

	Current Month 04/25	One Year Ago 04/24	Current Year To Date 01/01/25-04/30/25	F/Y to Date Compared 01/01/24-04/30/24	
Avgas	4,275	2,530	8,288	6,722	
Jet Fuel	47,128	50,696	141,482	169,643	
Total Gallons Delivered	51,403	53,226	149,770	176,365	(26595)

Landing Fees Collected

\$2,697 (85% to airport = 2,292.45)



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Cary, NC 27511
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West Michigan Regional | Runway Operations Report

Report Date Range: 04/2025
Report Creation Date: 05/08/2025 09:32
Generated by: ivan@1200.aero

Total Operations

1,699

Landings

736

Takeoffs

811

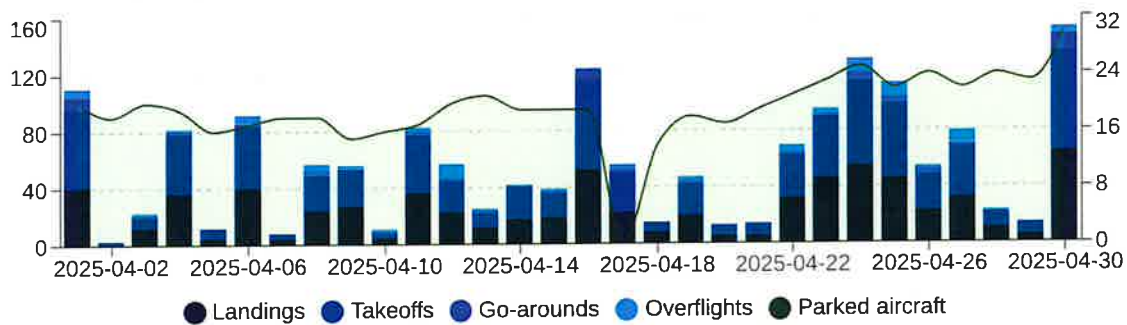
Go-Arounds

58

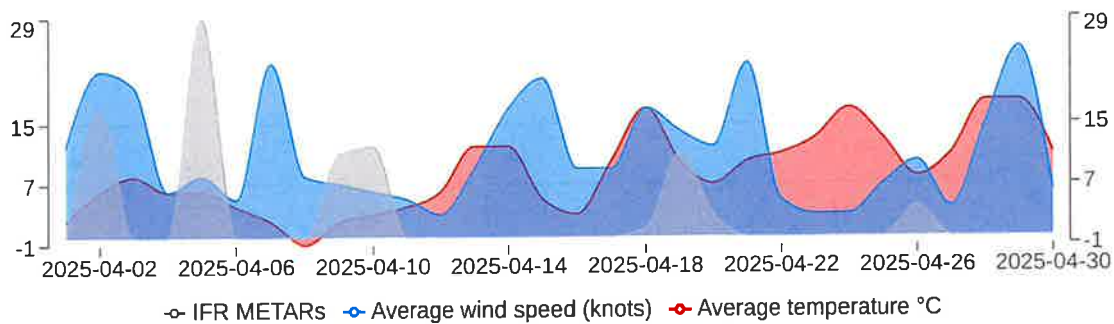
Overflights

94

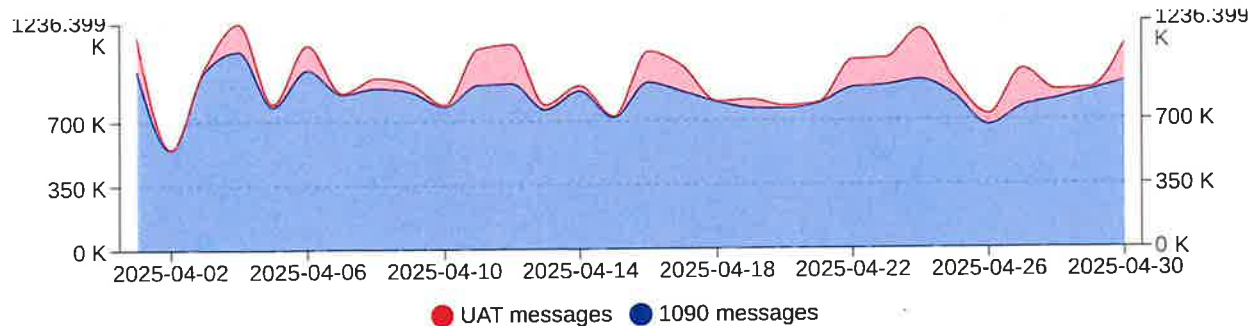
Operations by Day



Weather Conditions



Receiver health

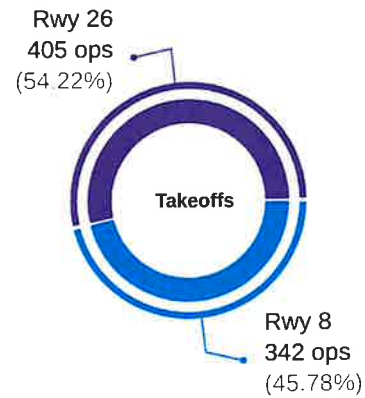
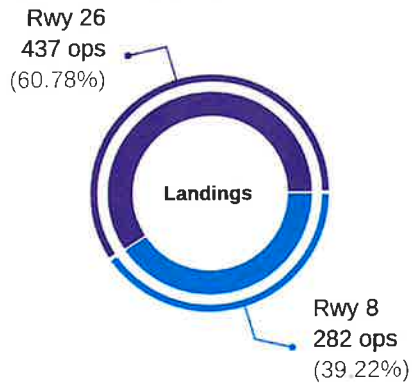




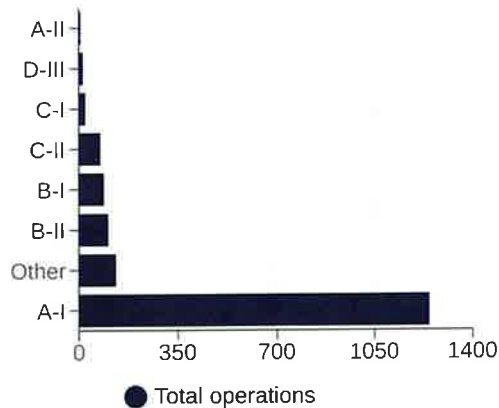
West Michigan Regional | Runway Operations Report

Report Date Range: 04/2025

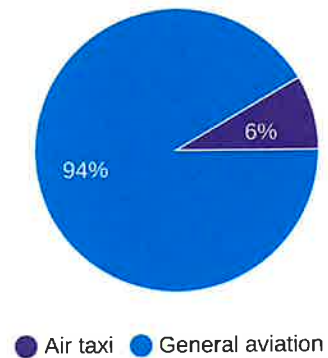
Operations by Runway



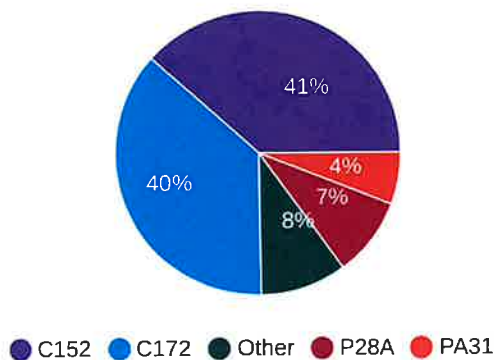
Operations by Category



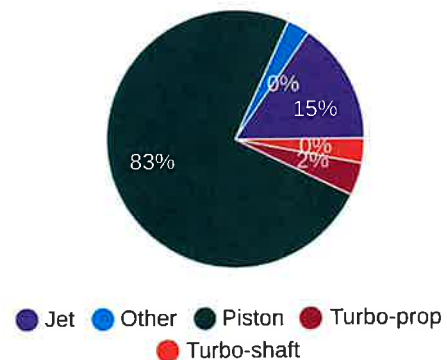
Operations by Type



Top Aircraft Types



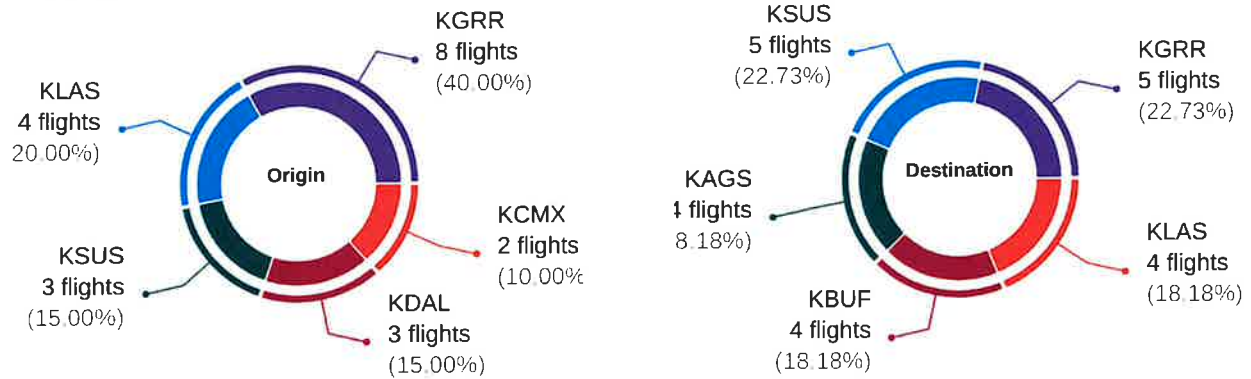
Operations by Engine Type



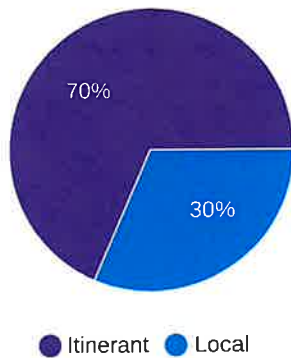
West Michigan Regional | Runway Operations Report

Report Date Range: 04/2025

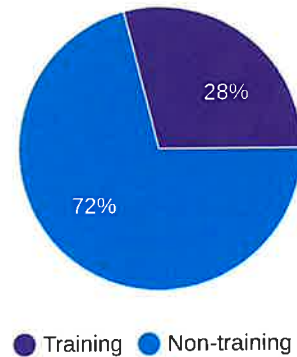
Top Airports



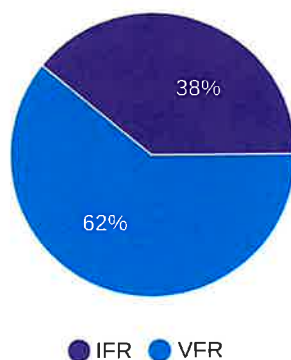
Local vs Itinerant Flights



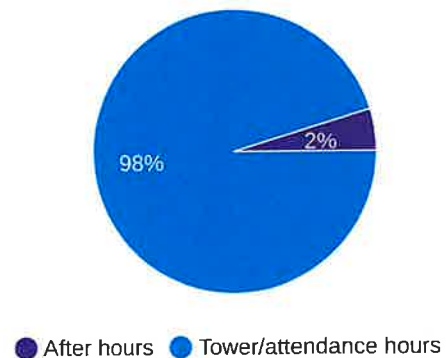
Training Operations



IFR vs VFR Flights



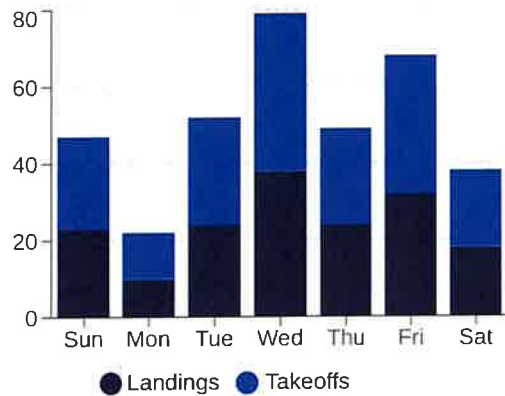
After Hours Operations



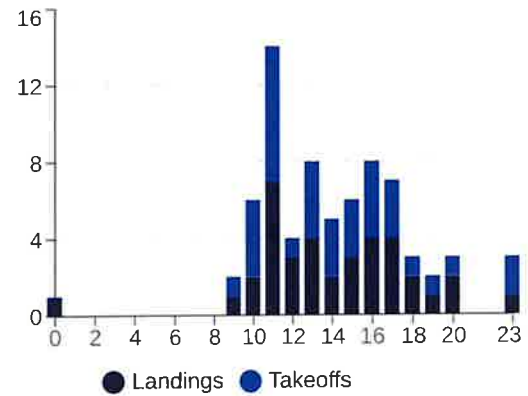
West Michigan Regional | Runway Operations Report

Report Date Range: 04/2025

Operations by Day of Week

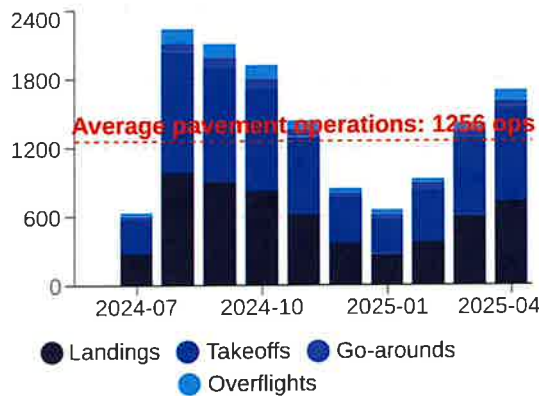


Operations by Hour



Historical Data

Landings and Takeoff By Month

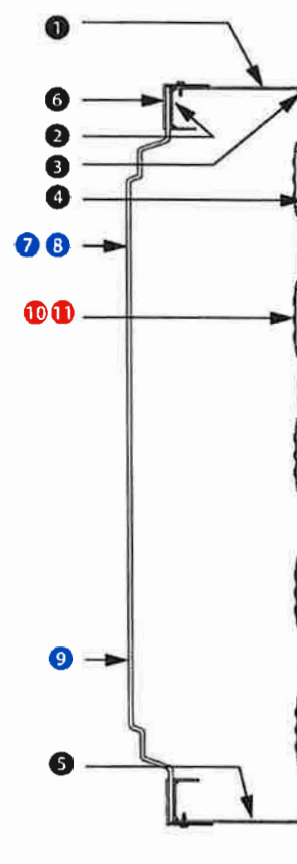
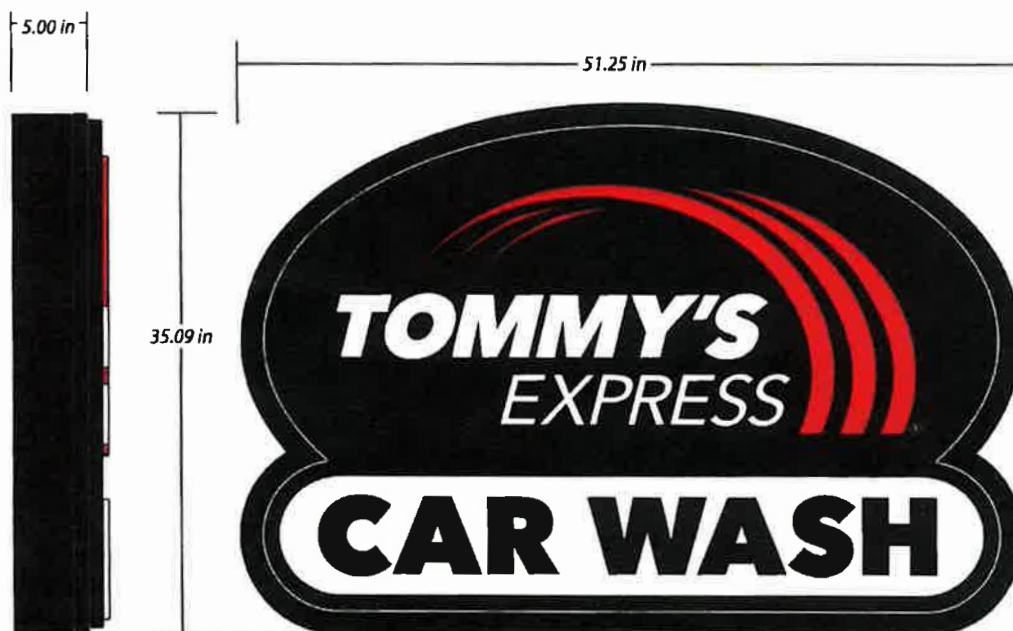
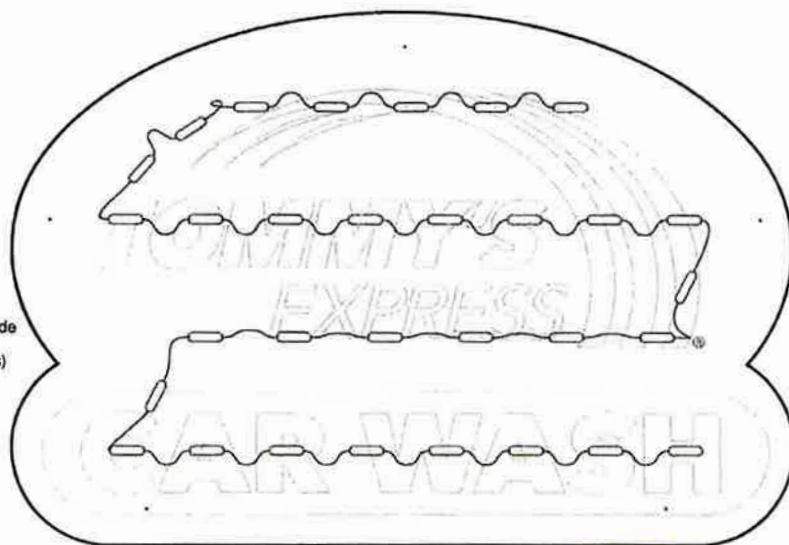


Busiest Days on Record

Rank	Date	Pavement ops	Aircraft
1	2025-03-27 (Th)	156	25
2	2024-09-26 (Th)	152	30
3	2025-03-26 (W)	139	25
4	2025-04-30 (W)	135	29
5	2024-11-12 (Th)	131	28
6	2024-08-08 (Th)	119	29
7	2025-05-02 (Fr)	117	17
8	2024-08-22 (Th)	116	32
8	2025-04-16 (W)	116	22
9	2024-11-08 (Fr)	115	27

#8A

Load: 37.2% per side
 Modules: 31 White WoW per side
 Watts: 22.3 of 60.0 per side
 PS: 1x - 60watt (runs both sides)
 12,930 perim ft
 Watts: 44.6 watts total for both sides



Face Details

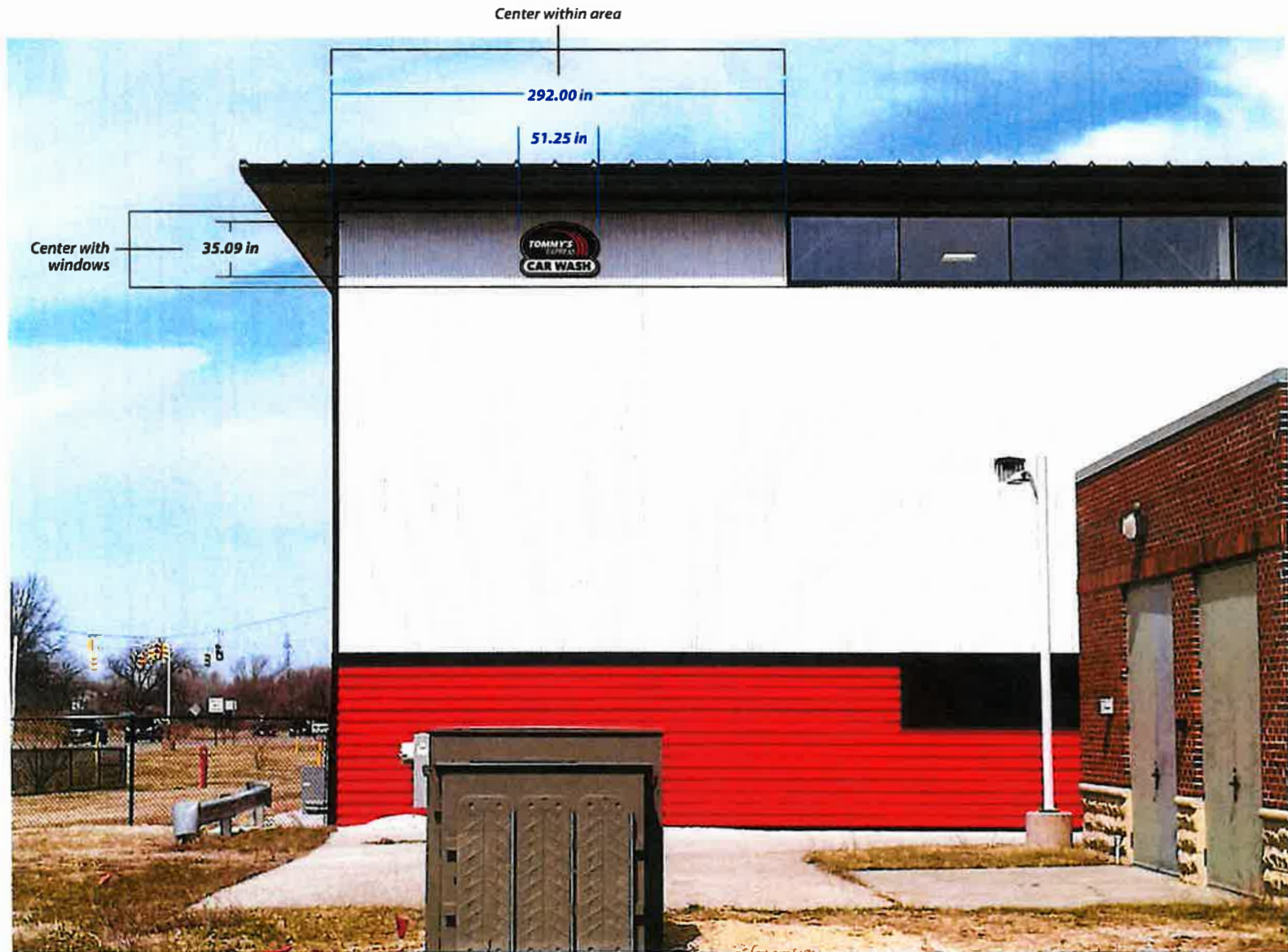
CUSTOM WALL SIGN	
RETAINER / CABINET STRUCTURE	
ITEM 1	5" - .080" SIDEWALLS
2	1.5" - .100" ROUTED ALUM. FLANGE
3	WELDED CONSTRUCTION
4	.100" ALUM. BACK / SUPPORTS-GUSSETS
5	WEEP HOLES
6	.100" - 1.5" X 1.5" RETAINER
CABINET / RETAINER PAINT COLORS	
MAP BLK, SIDEWALLS AND BACK (GLOSS)	
FACE	
ITEM 7	.125" CLEAR POLY. / 1-1/4" D - 1/2" EMBOSS.
8	SUBSURFACE PAINT
9	REGISTER MARK NOT EMBOSSED
FACE PAINT COLORS	
GRIP FLEX BLACK	
GRIP FLEX TO MATCH PMS 186	
GRIP FLEX WHITE	
ELECTRICAL: 120v	
ITEM 10	LED: G2G WHITE WOW
11	POWER SUPPLY: 1x 60W (ALLANSON)
INSTALLATION	
MOUNT TO MONUMENT	

SIGN CODE:	MWS13-CW
SCALE:	1" = 1'
DATE:	12.19.24C
QUANTITY:	2

- .50" emboss, back paint Grip Flex White
- .50" emboss, back paint Grip Flex to match PMS 186
- Not embossed, paint Grip Flex White
- 1.75" Flange, 34.59" x 50.75" trim, 32.09" x 48.25" v.o.
- .50" emboss (oval only), back paint Grip Flex White
- Back paint Grip Flex Black (Not Embossed)







PAGE 4 OF 4

PHOTOSCAN #182,359C_PS

SCALE: 1/8" = 1'-0"

PROJECT: Tommy's Car Wash

DRAWING (S): No	DESIGNER: JMN
DATE: 3.21.25	SALES: 53(JC)
HOURS: .75+.25+1.5	REVISIONS: JMN,JV(2)



CUSTOMER SIGNATURE: _____

DATE: _____

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Note: Light to be relocated a few inches lower

PAGE 2 OF 4

PHOTOSCAN #182,359C_PS

SCALE: 3/16" = 1'-0"

PROJECT: Tommy's Car Wash

DRAWING (S): No	DESIGNER: JMN
DATE: 3.21.25	SALES: 53(JC)
HOURS: .75+.25+1.5	REVISIONS: JMN.JV(2)



CUSTOMER SIGNATURE: _____

DATE: _____

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West Michigan Airport Authority

Meeting Date: May 12, 2025

Agenda Item:

Subject: Public Hearing to review and approve the FY 2026 Budget

Prepared By: Lynn McCammon, City Finance

Recommendation: Conduct Public Hearing for FY 26 Budget and Approve FY 2026 Budget

The West Michigan Airport Authority prepares and submits an annual budget for the General Fund and Capital Project Fund. The Authority Board reviewed the proposed budget at their April 14th meeting and scheduled a Public Hearing for May 12, 2025. Upon conclusion of the public hearing, the board may take action to approve a resolution formally adopting the FY 2026 budget.

Attached are the proposed FY 2026 General Fund and Capital Project Fund budgets. The presentation also includes an estimate for FY 2025 which will become the amended FY 2025 budget as part of the FY 2026 budget approval process.

The General Fund is projected to end FY 2025 with total revenues of \$757,700 and expenditures of \$818,400. Total expenditures exceeded revenues in FY 2025 due to additional snowplowing costs and contractual costs associated with the transition of personnel. Also included in projected FY 2025 is a transfer to the Capital Project Fund of \$134,000 which would leave the ending fund balance at the top of the recommended range (120%).

The FY 2026 proposed budget includes \$770,000 revenues and \$778,200 expenditures. Overall revenues are consistent with the prior year and include:

- \$381,300 property tax revenue from City of Holland, City of Zeeland, and Park Township, consistent with prior years.
- Franchise fees for the FBO are projected to increase in-line with CPI estimates.
- Flight School franchise fee reflects a potential move to a \$5,000 annual franchise fee.
- Fuel Flowage fee budget is in-line with FY 2024 actual amounts and projected FY 2025 amounts.
- Landing Fees budget reflects a slight increase from projected FY 2025.
- Lease agreements have been budgeted to reflect any allowable increases (typically based on CPI) in the agreements.
- Investment income is budgeted at \$30,000.

FY 2026 General Fund expenditures include:

- Personnel costs of \$153,500 based on staffing of one full-time Airport Manager position with full benefits and one part-time (20 hours) administrative staff.
- Contractual-FBO costs for management services, mowing, snowplowing and general maintenance (\$245,100 total) are primarily in-line with the prior year.
- Contractual-miscellaneous consulting has been decreased slightly, but includes funding for the interim manager during the transition with the recently hired permanent airport manager.
- Contractual-advertising/marketing includes \$50,000 for work related to a millage renewal.

West Michigan Airport Authority

The FY 2026 General Fund includes a planned use of reserves in the amount of \$8,200 but is still projected to end FY 2026 with an ending fund balance of \$952,133, or 122% of budgeted expenditures. This is slightly above the recommended top of the Fund Balance policy range. Once the audit has been completed, the Authority Board will have the option to approve a transfer of any excess to the Capital Project Fund.

Capital Project Fund

The Capital Project Fund FY 2026 budget includes revenues totaling \$1,703,761 and expenditures of \$1,967,043. The \$263,282 difference represents a planned use of reserves, primarily to cover the local match for capital projects. The projected ending fund balance for FY 2026 is \$1,180,516.

Upon the completion of the public hearing, the Authority Board can vote to approve the FY 2026 budget. Per state requirements, the Authority is required to adopt a budget before the beginning of the new fiscal year. Copies of the budget will be available on the Authority's website.

#8-i

West Michigan Airport Authority
Proposed FY 2026 General Fund Budget

G/L #	DESCRIPTION	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 BUDGET
<u>REVENUES</u>					
110-000.000-573.000	Small Taxpayer PPT Loss Reimbursement	21,829	18,000	23,800	22,800
110-000.000-581.100	Contrib From Other Govts-City Of Holland	130,307	145,000	143,000	148,800
110-000.000-581.110	Contrib From Other Govts-city Of Zeeland	84,810	80,000	85,000	87,500
110-000.000-581.210	Contrib From Other Govts-Park Township	135,116	120,000	141,000	145,000
110-000.000-615.810	Franchise Fees-FBO Franchise	64,704	29,000	29,000	29,800
110-000.000-615.815	Franchise Fees-Flight School	-	-	8,100	5,000
110-000.000-615.820	Franchise Fees-Fuel Flowage Fee	62,816	84,460	60,000	60,000
110-000.000-615.830	Franchise Fees-Landing Fees	24,868	30,000	25,000	27,000
110-000.000-665.000	Investment Income	47,119	15,000	35,000	30,000
110-000.000-665.900	Investment Income-Market Adj (Audit Only)	11,723	-	-	-
110-000.000-665.905	Rental-Agricultural Land Lease	12,346	12,500	12,700	13,100
110-000.000-665.910	Rental-Hangar Land Lease	134,886	170,000	127,600	133,200
110-000.000-665.915	Rental-T-Hangars	57,738	61,800	57,600	57,600
110-000.000-665.920	Rental-Airport Business Center (FBO)	9,682	9,600	9,900	10,200
110-000.000-691.000	Other Sources-Lease Fin (Audit Adj Only)	13,011	-	-	-
Revenues		810,957	775,360	757,700	770,000
<u>EXPENDITURES</u>					
<u>Personnel</u>					
110-595.100-701.000	Payroll-Regular	105,143	150,305	59,600	95,500
110-595.100-702.000	Payroll-Temporary Help	3,765	11,700	4,400	26,000
110-595.100-703.100	Special Pay One Time Payment	-	-	24,400	-
110-595.100-705.000	Payroll-Overtime	131	-	-	-
110-595.100-710.000	Payroll-Vacation/Pto General	7,519	10,000	8,300	-
110-595.100-712.000	Payroll-Holidays	4,575	3,600	1,700	-
110-595.100-720.005	Insurance Health	4,352	6,516	3,900	13,400
110-595.100-720.010	Insurance Dental	-	-	100	700
110-595.100-720.030	Insurance-Income Protect (Std)	447	600	600	600
110-595.100-721.005	Retirement Contribution Mers	9,282	11,191	5,400	7,700
110-595.100-723.000	Employer Fica/Medicare Contribution	9,600	12,891	7,800	9,300
110-595.100-723.500	Workers Comp Insurance	311	320	300	300
Total Personnel Costs		145,124	207,123	116,500	153,500
<u>Airport Operations</u>					
110-595.100-730.000	Postage	6	100	100	100
110-595.100-740.000	Operating Supplies General	8,061	2,000	2,000	2,000
110-595.100-741.000	Operating Supplies-Controlled Capital	3,116	1,000	3,000	3,000
110-595.100-801.000	Contractual-Legal	23,677	25,000	32,000	28,000
110-595.100-802.005	Contractual-Audit Services	8,300	8,500	8,500	8,700
110-595.100-802.200	Contractual-Fiscal Agent Services	31,380	37,221	40,000	30,800
110-595.100-803.000	Contractual-Human Resources	-	-	6,500	-
110-595.100-806.000	Contractual-Technology	2,000	2,000	5,000	5,000
110-595.100-807.000	Contractual-Architect/Engineer	23,703	-	10,000	10,000
110-595.100-807.415	Contractual-Architect/Engineer	1,963	-	-	-
110-595.100-808.000	Contr-Bldgs&Grnds	70,817	45,000	1,000	1,000
110-595.100-808.001	Contr-Bldgs&Grnds Janitorial	3,510	-	-	-
110-595.100-808.002	Contr-Bldgs&Grnds Solid Waste	-	-	1,000	1,000
110-595.100-808.801	Contr-Bldgs&Grnds Maintenance General Re	30,929	20,000	7,000	7,000
110-595.100-808.802	Contr-Bldgs&Grnds Snowplowing	77,737	60,000	7,500	8,000
110-595.100-809.001	Contractual-Misc Consulting	13,924	10,000	52,000	30,000
110-595.100-812.100	Contr-FBO Mgmt Services	9,248	3,000	18,900	20,000
110-595.100-812.110	Contr-FBO Mowing	-	-	88,500	91,100

West Michigan Airport Authority
Proposed FY 2026 General Fund Budget

G/L #	DESCRIPTION	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 BUDGET
110-595.100-812.115	Contr-FBO Snowplowing			121,400	115,000
110-595.100-812.120	Contr-FBO General Maintenance			18,300	19,000
110-595.100-816.000	Contractual-Software			5,000	5,000
110-595.100-850.000	Communications Telephone	(76)	-	-	-
110-595.100-851.000	Communications Cellular	1,100	2,400	1,000	700
110-595.100-852.000	Communications Wifi Internet	620	-	-	-
110-595.100-901.000	Contr-Printing	-	2,820	-	2,000
110-595.100-903.000	Contr-Printing Advertising/Promotional	49,268	57,000	45,000	15,000
110-595.100-903.005	Contr-Printing Advertising/Marketing	-	-	-	50,000
110-595.100-920.805	Public Utilities-Fence Gates	523	550	600	600
110-595.100-920.810	Public Utilities-Landing Lights/System	3,692	4,000	4,200	4,500
110-595.100-920.815	Public Utilities-Parking Lot Lights	535	800	600	700
110-595.100-920.820	Public Utilities-Runway Lights	5,351	6,000	5,700	6,000
110-595.100-920.825	Public Utilities-T Hangars	5,328	6,700	5,500	5,800
110-595.100-921.010	Public Utilities-Natural Gas	175	-	-	-
110-595.100-931.000	Bldg & Grnds Maint General	5,167	6,000	-	-
110-595.100-931.810	Bldg & Grnds Maint Signage	-	8,000	-	-
110-595.100-933.000	Equipment Maintenance-General	1,312	6,500	-	-
110-595.100-933.015	Equipment Maintenance-Ils Landing	8,000	16,000	16,000	16,000
110-595.100-940.000	Building Rental/Lease	1,000	1,000	1,000	1,000
110-595.100-943.000	Equipment Rental/Lease General	-	50,000	54,900	15,000
110-595.100-946.000	Office Equip Rental/Lease	(470)	-	-	-
110-595.100-955.000	Misc. General	3,300	9,300	3,000	3,000
110-595.100-960.000	Education, Training, Conf Registration	1,717	4,500	1,000	3,000
110-595.100-961.000	Travel, Meals, Mileage	901	3,500	3,000	3,000
110-595.100-962.000	Insurance Premiums	34,072	35,000	37,700	41,500
110-595.100-964.001	Refunds-Prior Year Property Tax	57	-	100	-
110-595.100-965.000	Dues & Subscriptions	1,873	2,220	3,500	4,000
110-595.100-969.200	Write-Offs Uncoll Property Taxes	(18)	-	-	-
110-595.100-977.000	Machinery & Equipment General	13,011	-	6,600	-
110-595.100-991.500	Principal Pmt-Lease	436	-	-	-
110-595.100-993.500	Interest-Lease	34	-	-	-
<i>Total Airport Operations</i>		445,279	436,111	617,100	556,500
<u>Business Center</u>					
110-595.200-808.001	Contr-Bldgs&Grnds Janitorial	7,904	10,000	12,500	12,500
110-595.200-850.000	Communications Telephone	305	3,800	7,800	7,800
110-595.200-852.000	Communications Wifi Internet	6,577	4,000	-	-
110-595.200-901.000	Contr-Printing			1,600	1,700
110-595.200-920.005	Public Utilities-HBPW	18,385	19,500	19,200	19,500
110-595.200-921.010	Public Utilities-Natural Gas	4,316	5,000	5,000	5,500
110-595.200-931.000	Bldg & Grnds Maint General	7,593	5,000	8,000	8,000
110-595.200-933.000	Equipment Maintenance-General	7,278	5,000	10,000	10,000
110-595.200-946.000	Office Equip Rental/Lease			3,200	3,200
<i>Total Business Center</i>		52,358	52,300	67,300	68,200
Total Expenditures		642,762	695,534	800,900	778,200
TRANSFERS OUT AND OTHER FINANCING USES					
110-965.000-995.410	Transfer To WMAA Capital Fund	579,698	-	134,000	-
		579,698	-	134,000	-
Net Revenues Over (Under) Expenditures/Transfers		(411,503)	488,411	818,400	624,700

West Michigan Airport Authority
Proposed FY 2026 General Fund Budget

G/L #	DESCRIPTION	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 BUDGET
Fund 110 - WMAA (AIRPORT) GENERAL FUND:					
	TOTAL REVENUES	810,957	775,360	757,700	770,000
	TOTAL EXPENDITURES AND TRANSFERS	1,222,460	695,534	934,900	778,200
	NET OF REVENUES & EXPENDITURES:	(411,503)	79,826	(177,200)	(8,200)
	BEG. FUND BALANCE - ALL FUNDS	1,549,036	1,137,533	1,137,533	960,333
	END FUND BALANCE - ALL FUNDS	1,137,533	1,217,359	960,333	952,133
		177%	175%	120%	122%

West Michigan Airport Authority

60 Geurink Blvd, Holland, MI 49423

P (616) 368-3021

Comprising City of Zeeland, Park Township and City of Holland



Tentative

**RESOLUTION TO APPROVE THE PROPOSED ANNUAL BUDGET AND CERTIFY MILLAGE
AMOUNT FOR FISCAL YEAR 2026**

Whereas, the West Michigan Airport Authority annual budget for the fiscal year July 1, 2025 through June 30, 2026 was presented to the Authority on April 14th, 2025; and

Whereas, the Authority has reviewed, considered and revised the proposed budget; and

Whereas, the Airport Authority held a public hearing concerning the proposed budget on May 12th, 2025, at the Airport Business Center, 60 Geurink Blvd. Holland, MI 49423;

Now, Therefore Be It Resolved, that the West Michigan Airport Authority Board approves the fiscal year 2026 operating and capital budgets as presented; and

Be It Further Resolved, that the .10 property tax millage rate to support the proposed budget is part of this approval; and

Be It Further Resolved that the Airport Authority does hereby adopt the Annual Budget, of Estimated Revenues and Appropriations, by departmental unit, for all funds as therein presented, to include any modifications approved at the time of the public hearing, for the fiscal year July 1, 2025 through June 30, 2026; and

Be It Further Resolved that the Airport Authority Manager is hereby authorized to administer appropriation adjustments to the budgets of the fiscal year 2024-25, to the extent that such adjustments do not exceed the 2024-25 *Revised Estimates*, as outlined in the fiscal year 2025-26 annual budget; and

Be it Further Resolved that all open encumbrances at June 30, 2025 will be liquidated and re-established as of July 1, 2025. The Fiscal Agent, City of Holland Finance Office, is hereby authorized to increase overall fund appropriations in the fiscal year 2025-26, directly from *Fund Balance - Unassigned*, equal to re-establish encumbrances; and

Be It Further Resolved that the Airport Authority Manager is instructed to notify the member governmental units of the .10 property millage rate for fiscal year 2026.



West Michigan Airport Authority

60 Geurink Blvd, Holland, MI 49423

P (616) 368-3021

Comprising City of Zeeland, Park Township and City of Holland

Charles Murray

Chairperson

Al Dannenberg, Secretary

*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

Meeting Date: May 12, 2025

Agenda Item:

Subject: Financial Reports for 4/30/2025-Unaudited

Prepared By: Devon Bialik, City Finance

Recommendation: Accept Financial Reports as information

The West Michigan Airport Authority is ten months into fiscal year 2025. Attached are Budget Performance Reports for the ten months ended April 30, 2025 (83.33% of the year), and the Balance Sheet Reports through April 30, 2025.

GENERAL FUND

Revenues

Operating revenues for the first ten months totaled \$700,948.62, or 90.40% of budget, and are above expectations due to the timing of property tax payments. April operating revenues include monthly franchise fees, quarterly hangar rentals invoiced, and quarterly/semi-annual hangar land leases billed out. The flight school franchise fee is recorded in a separate account and all invoices through April 2028 have been paid.

Expenses

Operating expenses for the first ten months totaled \$607,163.56, or 87.29% of budget, which is higher than anticipated. This is primarily due to increased contractual costs related to the transition in personnel and increased snow removal costs. Given the transition, the mid-year budget amendment was postponed and instead the FY 2025 budget will be amended as part of the FY 2026 budget process.

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 2025 with a combined fund balance of \$2,450,037.

General Fund Assets totaled \$1,284,008.90 at April 30th, comprised mostly of cash. General Fund Liabilities totaled \$52,690.65 at April 30th and represent unearned revenue (prepaid lease). The ending fund balance at April 30th is \$1,231,318.25.

The combined General and Capital funds cash balance at April 30th is \$2,605,132.

Note: A potential transfer from the General Fund to the Capital Fund in the amount of \$266,945 can be considered.



West Michigan Airport Authority Budget Performance Report

Balance As of 04/30/2025

		24-25 Amended Budget	YTD Transactions	Available Balance 04/30/2025	% Bdgt Used	End Balance 06/30/2024
Fund: 110 WMAA (AIRPORT) GENERAL FUND						
Account Category: Revenues						
000.000						
110-000.000-573.000	SMALL TAXPAYER PPT LOSS REIMBURSEMEN	18,000.00	23,840.45	(5,840.45)	132.45	(21,828.76)
110-000.000-581.100	CONTRIB FROM OTHER GOVTS-CITY OF HOL	145,000.00	137,502.96	7,497.04	94.83	(130,307.48)
110-000.000-581.110	CONTRIB FROM OTHER GOVTSCITY OF ZEEL	80,000.00	57,911.32	22,088.68	72.39	(84,809.96)
110-000.000-581.210	CONTRIB FROM OTHER GOVTS-PARK TOWNSH	120,000.00	141,711.57	(21,711.57)	118.09	(135,116.38)
110-000.000-615.810	FRANCHISE FEES-FBO FRANCHISE	29,000.00	24,246.15	4,753.85	83.61	(64,704.46)
110-000.000-615.815	FRANCHISE FEES-FLIGHT SCHOOL	0.00	10,493.35	(10,493.35)	100.00	0.00
110-000.000-615.820	FRANCHISE FEES-FUEL FLOWAGE FEE	84,460.00	54,734.89	29,725.11	64.81	(62,816.00)
110-000.000-615.830	FRANCHISE FEES-LANDING FEES	30,000.00	22,398.35	7,601.65	74.66	(24,868.10)
110-000.000-665.000	INVESTMENT INCOME	15,000.00	16,139.57	(1,139.57)	107.60	(47,118.65)
110-000.000-665.900	INVESTMENT INCOME-MARKET ADJUSTMENT	0.00	0.00	0.00	0.00	(11,723.36)
110-000.000-665.905	RENTAL-AGRICULTURAL LAND LEASE	12,500.00	12,738.74	(238.74)	101.91	(12,346.48)
110-000.000-665.910	RENTAL-HANGAR LAND LEASE	170,000.00	133,608.13	36,391.87	78.59	(134,886.29)
110-000.000-665.915	RENTAL-T-HANGARS	61,800.00	57,374.19	4,425.81	92.84	(57,738.06)
110-000.000-665.920	RENTAL-AIRPORT BUSINESS CENTER	9,600.00	8,248.95	1,351.05	85.93	(9,681.87)
110-000.000-691.000	OTHER SOURCES - LEASE FINANCING	0.00	0.00	0.00	0.00	(13,011.00)
Total		775,360.00	700,948.62	74,411.38	90.40	(810,956.85)
Revenues		775,360.00	700,948.62	74,411.38	90.40	(810,956.85)
Account Category: Expenditures						
595.100						
110-595.100-701.000	PAYROLL-REGULAR	150,305.00	44,163.34	106,141.66	29.38	105,142.57
110-595.100-702.000	PAYROLL-TEMPORARY HELP	11,700.00	0.00	11,700.00	0.00	3,765.00
110-595.100-703.100	SPECIAL PAY ONE TIME PAYMENT	0.00	24,432.50	(24,432.50)	100.00	0.00
110-595.100-705.000	PAYROLL-OVERTIME	0.00	0.00	0.00	0.00	131.25
110-595.100-710.000	PAYROLL-VACATION/PTO GENERAL	10,000.00	8,344.67	1,655.33	83.45	7,519.17
110-595.100-712.000	PAYROLL-HOLIDAYS	3,600.00	1,656.00	1,944.00	46.00	4,574.68
110-595.100-720.005	INSURANCE HEALTH	6,516.00	2,779.59	3,736.41	42.66	4,352.30
110-595.100-720.030	INSURANCE-INCOME PROTECT (STD)	600.00	327.97	272.03	54.66	446.65
110-595.100-721.005	RETIREMENT CONTRIBUTION MERS	11,191.00	4,107.04	7,083.96	36.70	9,282.05
110-595.100-723.000	EMPLOYER FICA/MEDICARE CONTRIBUTION	12,891.00	6,225.29	6,665.71	48.29	9,599.61
110-595.100-723.500	WORKERS COMP INSURANCE	320.00	0.00	320.00	0.00	311.00
110-595.100-730.000	POSTAGE	100.00	0.00	100.00	0.00	5.93
110-595.100-740.000	OPERATING SUPPLIES GENERAL	2,000.00	2,394.27	(394.27)	119.71	8,061.09
110-595.100-741.000	OPERATING SUPPLIES-CONTROLLED CAPITA	1,000.00	0.00	1,000.00	0.00	3,116.28
110-595.100-801.000	CONTRACTUAL-LEGAL	25,000.00	31,551.00	(6,551.00)	126.20	23,677.00
110-595.100-802.005	CONTRACTUAL-AUDIT SERVICES	8,500.00	8,500.00	0.00	100.00	8,300.00
110-595.100-802.200	CONTRACTUAL-FISCAL AGENT SERVICES	37,221.00	30,358.50	6,862.50	81.56	31,380.00
110-595.100-803.000	CONTR-HUMAN RESOURCES	0.00	1,565.00	(1,565.00)	100.00	0.00
110-595.100-806.000	CONTRACTUAL-TECHNOLOGY	2,000.00	5,000.00	(3,000.00)	250.00	2,000.00
110-595.100-807.000	CONTRACTUAL-ARCHITECT/ENGINEER	0.00	1,600.00	(1,600.00)	100.00	23,702.56
110-595.100-807.415	CONTRACTUAL-ARCHITECT/ENGINEER	0.00	(48.95)	48.95	100.00	1,963.00
110-595.100-808.000	CONTR-BLDGS&GRNDS	45,000.00	988.38	44,011.62	2.20	70,817.18
110-595.100-808.001	CONTR-BLDGS&GRNDS JANITORIAL	0.00	0.00	0.00	0.00	3,510.00
110-595.100-808.002	CONTR-BLDGS&GRNDS SOLID WASTE DISPOS	0.00	753.80	(753.80)	100.00	0.00
110-595.100-808.801	CONTR-BLDGS&GRNDS MAINTENANCE GENERA	20,000.00	7,556.31	12,443.69	37.78	30,929.21
110-595.100-808.802	CONTR-BLDGS&GRNDS SNOWPLOWING	60,000.00	6,007.40	53,992.60	10.01	77,736.52
110-595.100-809.001	CONTRACTUAL-MISC CONSULTING	10,000.00	29,726.72	(19,726.72)	297.27	13,924.24
110-595.100-809.005	CONTRACTUAL-MISC AIRPORT FBO	3,000.00	1,406.79	1,593.21	46.89	9,248.44



West Michigan Airport Authority Budget Performance Report

Balance As of 04/30/2025

		24-25 Amended Budget	YTD Transactions	Available Balance 04/30/2025	% Bdgt Used	End Balance 06/30/2024
Fund: 110 WMAA (AIRPORT) GENERAL FUND						
Account Category: Expenditures						
595.100						
110-595.100-812.100	CONTR-FBO MGMT SVCS	0.00	12,625.94	(12,625.94)	100.00	0.00
110-595.100-812.110	CONTR-FBO MOWING	0.00	51,474.71	(51,474.71)	100.00	0.00
110-595.100-812.115	CONTR-FBO SNOWPLOWING	0.00	112,088.95	(112,088.95)	100.00	0.00
110-595.100-812.120	CONTR-FBO GEN MAINTENANCE	0.00	14,010.48	(14,010.48)	100.00	0.00
110-595.100-816.000	CONTRACTUAL-SOFTWARE SUBSCRIPTIONS	0.00	5,702.50	(5,702.50)	100.00	0.00
110-595.100-850.000	COMMUNICATIONS TELEPHONE	0.00	0.00	0.00	0.00	(76.00)
110-595.100-851.000	COMMUNICATIONS CELLULAR	2,400.00	807.12	1,592.88	33.63	1,100.00
110-595.100-852.000	COMMUNICATIONS WIFI INTERNET	0.00	0.00	0.00	0.00	620.00
110-595.100-901.000	PRINTING	2,820.00	8.56	2,811.44	0.30	0.00
110-595.100-903.000	PRINTING ADVERTISING/PROMOTIONAL	57,000.00	30,661.84	26,338.16	53.79	49,267.64
110-595.100-920.805	PUBLIC UTILITIES-FENCE GATES	550.00	349.12	200.88	63.48	523.12
110-595.100-920.810	PUBLIC UTILITIES-LANDING LIGHTS/SYST	4,000.00	2,827.20	1,172.80	70.68	3,691.51
110-595.100-920.815	PUBLIC UTILITIES-PARKING LOT LIGHTS	800.00	293.54	506.46	36.69	535.14
110-595.100-920.820	PUBLIC UTILITIES-RUNWAY LIGHTS	6,000.00	3,506.46	2,493.54	58.44	5,351.08
110-595.100-920.825	PUBLIC UTILITIES-T HANGARS	6,700.00	3,791.92	2,908.08	56.60	5,328.36
110-595.100-921.010	PUBLIC UTILITIES-NATURAL GAS	0.00	0.00	0.00	0.00	174.92
110-595.100-931.000	BLDG & GRNDS MAINT GENERAL	6,000.00	0.00	6,000.00	0.00	5,166.66
110-595.100-931.810	BLDG & GRNDS MAINT SIGNAGE	8,000.00	0.00	8,000.00	0.00	0.00
110-595.100-933.000	EQUIPMENT MAINTENANCE-GENERAL	6,500.00	0.00	6,500.00	0.00	1,312.00
110-595.100-933.015	EQUIPMENT MAINTENANCE-ILS LANDING	16,000.00	12,000.00	4,000.00	75.00	8,000.00
110-595.100-940.000	BUILDING RENTAL/LEASE	1,000.00	1,000.00	0.00	100.00	1,000.00
110-595.100-943.000	EQUIPMENT RENTAL/LEASE GENERAL	50,000.00	44,150.00	5,850.00	88.30	0.00
110-595.100-946.000	OFFICE EQUIP RENTAL/LEASE	0.00	0.00	0.00	0.00	(470.00)
110-595.100-955.000	MISC. GENERAL	9,300.00	1,109.74	8,190.26	11.93	3,299.97
110-595.100-960.000	EDUCATION, TRAINING, CONF REGISTRATI	4,500.00	375.00	4,125.00	8.33	1,717.00
110-595.100-961.000	TRAVEL, MEALS, MILEAGE	3,500.00	1,578.05	1,921.95	45.09	901.40
110-595.100-961.100	EMPLOYEE RECRUITMENT	0.00	1,899.44	(1,899.44)	100.00	0.00
110-595.100-962.000	INSURANCE PREMIUMS	35,000.00	37,658.00	(2,658.00)	107.59	34,072.00
110-595.100-964.001	REFUNDS-PRIOR YEAR PROPERTY TAX	0.00	75.92	(75.92)	100.00	56.83
110-595.100-965.000	DUES & SUBSCRIPTIONS	2,220.00	488.51	1,731.49	22.00	1,872.98
110-595.100-969.200	WRITE-OFFS UNCOLL PROPERTY TAXES	0.00	0.00	0.00	0.00	(17.82)
110-595.100-977.000	MACHINERY & EQUIPMENT GENERAL	0.00	0.00	0.00	0.00	13,011.00
110-595.100-991.500	PRINCIPAL PMT-LEASE	0.00	0.00	0.00	0.00	436.00
110-595.100-993.500	INTEREST-LEASE	0.00	0.00	0.00	0.00	34.00
Total		643,234.00	557,878.62	85,355.38	86.73	590,403.52
595.200						
110-595.200-808.001	CONTR-BLDGS&GRNDS JANITORIAL	10,000.00	7,900.88	2,099.12	79.01	7,904.12
110-595.200-850.000	COMMUNICATIONS TELEPHONE	3,800.00	6,265.38	(2,465.38)	164.88	305.00
110-595.200-852.000	COMMUNICATIONS WIFI INTERNET	4,000.00	0.00	4,000.00	0.00	6,577.02
110-595.200-901.000	PRINTING	0.00	580.75	(580.75)	100.00	0.00
110-595.200-920.005	PUBLIC UTILITIES-HBPW	19,500.00	13,342.26	6,157.74	68.42	18,384.61
110-595.200-921.010	PUBLIC UTILITIES-NATURAL GAS	5,000.00	3,792.41	1,207.59	75.85	4,316.31
110-595.200-931.000	BLDG & GRNDS MAINT GENERAL	5,000.00	3,687.04	1,312.96	73.74	7,592.58
110-595.200-933.000	EQUIPMENT MAINTENANCE-GENERAL	5,000.00	11,808.23	(6,808.23)	236.16	7,278.46
110-595.200-946.000	OFFICE EQUIP RENTAL/LEASE	0.00	1,907.99	(1,907.99)	100.00	0.00
Total		52,300.00	49,284.94	3,015.06	94.24	52,358.10

965.000

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West Michigan Airport Authority Budget Performance Report

Balance As Of 04/30/2025

	24-25 Amended Budget	YTD Transactions	Available Balance 04/30/2025	% Bdgt Used	End Balance 06/30/2024
Fund: 110 WMAA (AIRPORT) GENERAL FUND					
Account Category: Expenditures					
965.000					
110-965.000-995.410 TRANSFER TO WMAA CAPITAL FUND	0.00	0.00	0.00	0.00	579,698.00
Total	0.00	0.00	0.00	0.00	579,698.00
Expenditures	695,534.00	607,163.56	88,370.44	87.29	1,222,459.62
Fund 110 - WMAA (AIRPORT) GENERAL FUND:					
TOTAL REVENUES	775,360.00	700,948.62	74,411.38	90.40	(810,956.85)
TOTAL EXPENDITURES	695,534.00	607,163.56	88,370.44	87.29	1,222,459.62
NET OF REVENUES & EXPENDITURES:	79,826.00	93,785.06	(13,959.06)		(411,502.77)



West Michigan Airport Authority Budget Performance Report
Balance As Of 04/30/2025

		24-25 Amended Budget	YTD Transactions	Available Balance 04/30/2025	% Bdgt Used	End Balance 06/30/2024
Fund: 410 WMAA (AIRPORT) CAPITAL PROJECTS						
Account Category: Revenues						
000.000						
410-000.000-538.000	FEDERAL GRANT-FEDERAL CAPITAL	0.00	99.12	(99.12)	100.00	(265,046.68)
410-000.000-579.000	STATE GRANT-MDOT CAPITAL	0.00	4,808.60	(4,808.60)	100.00	(2,064.00)
410-000.000-665.000	INVESTMENT INCOME	0.00	16,001.10	(16,001.10)	100.00	(8,038.19)
410-000.000-665.900	INVESTMENT INCOME-MARKET ADJUSTMENT	0.00	0.00	0.00	0.00	(8,229.59)
410-000.000-683.000	MISCELLANEOUS REVENUE	0.00	917.95	(917.95)	100.00	0.00
410-000.000-699.110	TRANSFER FROM WMAA GENERAL FUND	0.00	0.00	0.00	0.00	(579,698.00)
Total		0.00	21,826.77	(21,826.77)	100.00	(863,076.46)
595.000						
410-595.000-579.000	STATE GRANT-MDOT CAPITAL	0.00	344.99	(344.99)	100.00	0.00
Total		0.00	344.99	(344.99)	100.00	0.00
Revenues		0.00	22,171.76	(22,171.76)	100.00	(863,076.46)
Account Category: Expenditures						
595.000						
410-595.000-807.000	CONTRACTUAL-ARCHITECT/ENGINEER	0.00	10,600.55	(10,600.55)	100.00	10,249.00
410-595.000-807.415	CONTRACTUAL-ARCHITECT/ENGINEER	15,000.00	0.00	15,000.00	0.00	0.00
410-595.000-974.000	LAND IMPROVEMENTS GENERAL	10,875.00	2,304.84	8,570.16	21.19	107,441.15
Total		25,875.00	12,905.39	12,969.61	49.88	117,690.15
Expenditures		25,875.00	12,905.39	12,969.61	49.88	117,690.15
Fund 410 - WMAA (AIRPORT) CAPITAL PROJECTS:						
TOTAL REVENUES		0.00	22,171.76	(22,171.76)	100.00	(863,076.46)
TOTAL EXPENDITURES		25,875.00	12,905.39	12,969.61	49.88	117,690.15
NET OF REVENUES & EXPENDITURES:		(25,875.00)	9,266.37	(35,141.37)		745,386.31



Holland
MICHIGAN

Balance Sheet

Through 4/30/25

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	1,240,898.77	1,283,459.42
110-000.000-018.000	Accounts Receivable General	17,488.61	393.23
110-000.000-028	Prior Years Taxes Receivables	288.34	272.89
110-000.000-031.000	Allowance for Uncollectible Taxes	(116.64)	(116.64)
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	10,482.00	-
110-000.000-090.000	Accounts Receivable In/Out	-	-
110-000.000-123.000	Prepaid Items General	1,170.00	-
ASSETS TOTALS		1,270,211.08	1,284,008.90
LIABILITIES AND FUND EQUITY			
LIABILITIES			
110-000.000-202.000	Accounts Payable General	59,541.04	-
110-000.000-201.000	Contracts Payable	-	-
110-000.000-257.000	Accrued Wages Payable General	7,305.65	-
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	65,831.60	52,690.65
LIABILITIES TOTALS		132,678.29	52,690.65
FUND EQUITY			
110-000.000-385.000	Fund Balance - Assigned (By Action) Business Center	125,000.00	125,000.00
110-000.000-390.000	Fund Balance-Unassigned	1,012,533.19	1,106,318.25
FUND EQUITY TOTALS		1,137,533.19	1,231,318.25
LIABILITIES AND FUND EQUITY		1,270,211.48	1,284,008.90
Fund Balance, Beginning			1,231,318.25
Remaining Budget Revenues			74,411.38
Remaining Budget Expenditures			(88,370.44)
Fund Balance, Estimated Ending			1,217,359.19
Fund Balance % of Budgeted Expenditures			175%
Year-End Transfer to Capital			
FY 2024 Ending Fund Balance (Unassigned)			1,136,362.00
2025 Budgeted Expenditures			695,534.00
Fund Balance % of Budgeted Expenditures			163%
Proposed Transfer of amount > 120% max range			266,944.50



Holland
MICHIGAN

Balance Sheet

Through 4/30/25

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	1,322,655	1,321,673
410-000.000-078.000	Due from State of Michigan Due from State-Aeronautics	99	99
ASSETS TOTALS		1,322,754	1,321,772
LIABILITIES AND FUND EQUITY			
LIABILITIES			
410-000.000-202.000	Accounts Payable General	10,249	
LIABILITIES TOTALS		10,249	
FUND EQUITY			
410-000.000-390.000	Fund Balance-Unassigned	1,312,505	1,321,772
FUND EQUITY TOTALS		1,312,505	1,321,772
LIABILITIES AND FUND EQUITY TOTALS		1,322,754	1,321,772

CASH DISBURSEMENT REPORT WMAA FOR CITY OF HOLLAND

EXP CHECK RUN DATES 04/01/2025 - 04/30/2025

POSTED
PAID

Invoice Number	Date Paid	Approval Department	Paid By Check Number	Vendor Name	Description	Inv Amt
2025-04-03	04/03/2025	AIR	90090	HOLLAND BOARD OF PUBLIC WORKS	AIRPORT UTILITIES DUE 4/8/25	3,125.58
1574	04/03/2025	AIR	90091	JOSE S MARROQUIN MELENDDEZ	2/20/25-3/20/25 CLEANING AIRPORT	720.00
688223	04/10/2025	AIR	14113	123.NET-ACH	TWO MONTHS TELEPHONE FOR AIRPORT	1,240.00
MARCH 2025	04/10/2025	AIR	14117	AVFLIGHT HOLLAND CORPORTATION - ACH	MAINTENANCE AND MANAGER SERVICES FOR AIRPORT	2,928.42
01-16035	04/10/2025	AIR	14122	HES/A&B FARMS INC. - ACH	3/12/25-4/12/25 LOADER AND PLOW	9,150.00
2025-04-10	04/10/2025	AIR	14126	JAMES M STOREY - ACH	INTERIM DIRECTOR 2/3-2/14/25	3,600.00
418026	04/10/2025	AIR	14140	WEST MICHIGAN UNIFORM - ACH	MARCH 2025 STMT FOR AIRPORT	70.40
3089349	04/10/2025	AIR	90162	ARROWASTE INC.	REFUSE SERVICES AT AIRPORT	72.10
26741	04/10/2025	AIR	90163	BOILEAU & CO.	MARCH 2025 SERVICES FOR AIRPORT	4,046.25
MARCH 2025	04/10/2025	AIR	90164	CUNNINGHAM DALMAN P.C.	MULTIPLE INVOICES AIRPORT LEGAL	7,418.00
384758	04/17/2025	AIR	14156	MEAD & HUNT INC - ACH	SERVICES THROUGH 3/31/25 CROSSWIND RUNWAY	130.50
3005316351	04/17/2025	AIR	90258	USDA, APHIS, GENERAL	ACTIVITY THROUGH 3/31/25 FOR AIRPORT	2,007.52
2025-02-28	04/24/2025	AIR	14180	JAMES M STOREY - ACH	HOURS WORKED 2/17/25-2/28/25 BY JIM STOREY	4,282.20
E0800VIAEX	04/24/2025	AIR	14208	PCARD - MICROSOFT PURCHASES	AIRPORT - MONTHLY ONLINE SERVICES	60.00
E0800VHTRE	04/24/2025	AIR	14208	PCARD - MICROSOFT PURCHASES	AIRPORT - ONLINE SERVICES	119.17
287349516528	04/24/2025	AIR	90341	AT&T MOBILITY	INV # 287349516528X04142025 WMRAA CELL	50.27
REIMBURSEMENT	04/24/2025	AIR	90342	MATTHEW NEYENS	TRAVEL EXPENSES - WMRAA DIRECTOR INTERVIEW	1,227.09
REIMBURSEMENT	04/24/2025	AIR	90343	NICHOLAS BINIKER	TRAVEL EXPENSES-WMRAA DIRECTOR INTERVIEW	672.35
40195526	05/01/2025	AIR	14226	CANON FINANCIAL SERVICES INC. - ACH	COPIES AND COPIER LEASE	296.47
AIRPORT - APRI	05/01/2025	AIR	14245	SEMCO ENERGY GAS COMPANY - ACH	NATURAL GAS BILL	531.55
1845097	05/01/2025	AIR	90411	DETROIT LEGAL NEWS PUBLISHING LLC	ZEELAND RECORD ADV REQUEST	144.12
FOR 5/3/25	05/01/2025	AIR	90412	JIM STOREY	PETTY CASH FOR TULIP TIME FLY IN EVENT	500.00
1585	05/01/2025	AIR	90413	JOSE S MARROQUIN MELENDDEZ	AIRPORT CLEANING 3/20-4/20/25	720.00
Report Total:						43,111.99

#9

Logan Dykgraaf
President, Space Source
240 E 8th Street, Holland, MI 49423
ldykgraaf@spacesource.net
(616) 403-8098

April 22, 2025

Mr. Jim Storey
Interim Airport Manager
West Michigan Regional Airport
60 Geurink Blvd, Holland, MI 49423

Ground Lease and Development of Hangar Facilities

Dear Mr. Storey,

I am writing to formally express my interest in collaborating with the airport on the development of new hangar facilities.

As President of Space Source, a Holland, Michigan-based real estate development and investment management company, I see a strong opportunity to partner with the airport in a way that delivers long-term value to the aviation community while generating consistent revenue for the airport. Specifically, I am interested in entering into a ground lease agreement to develop a series of custom hangars—some designed for larger jets, others serving general aviation—on land adjacent to both phases of the north taxiway expansion, or elsewhere on airport property as appropriate.

With taxiway construction set to begin this summer, I believe now is the right time to begin discussions. Space Source is ready to move quickly and professionally. We bring development, design and construction expertise, funding, and relationships with local family offices and businesses who have expressed interest in hangar space. Our team can deliver a turnkey solution that fits the airport's aesthetic and operational goals, while also helping connect aviation-minded businesses and individuals to the project.

If there's interest in moving forward, I'd welcome the opportunity to meet with you, the incoming airport manager, or other stakeholders to discuss next steps. I understand that one of the first actions may be for the Board to establish a lease rate for the available land.

Thank you for your time. I look forward to the potential of working together on a project that supports the airport and the greater West Michigan aviation community.

Sincerely,
Logan Dykgraaf
President, Space Source