

## 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

June 9, 2025

4:00 p.m. – 5:30 p.m.

60 Geurink Blvd. Holland, MI 49423

[Click here to join via Zoom.](#)

#### 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

1. Call to Order
2. Roll Call
3. Welcome to Matthew Neyens, Airport Manager
4. 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.*
5. Approval of Agenda (3 Minutes): **Action Requested.**
6. Approval of Prior Meeting Minutes: (3 Minutes): **Action Requested.**
  - A. May 12, 2025, Meeting Minutes
7. Unfinished Business
  - A. BETA EV Charging Installation Update (5 Minutes): **No Action Requested**
8. New Business
  - A. FBO Report (10 Minutes): **Action Requested**
  - B. Modification of Contract with Jim Storey (10 Minutes): **Action Requested**
  - C. T-Hangar Lease Review and Modification Discussion (30 Minutes): **No Action Requested**
  - D. Budget Amendment (10 Minutes): **Action Requested**
  - E. Financial Report (10 Minutes): **Action Requested**
  - F. Gallagher Insurance Proposal (10 minutes): **Action Requested**
9. Communications from Interim Airport Authority Manager

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

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10. Updates from the Board
11. Adjourn: **Action Requested.**

Next Meeting will be held July 14, 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**

May 12, 2025

**DRAFT Minutes**

**CTO:** Chair Murray called the meeting to order at 4:00p.m. (1600)

**Roll Call:** The following members answered the call: Roden, Brandsen, Gruppen, Dannenberg, Shea, Byrd, Hoekwater, Zeerip; *ex-officios* VanBeek, Fogg. Others present: McCammon, WMAA treasurer; Firmiss, city of Holland IT; Storey, interim airport manager. Student advisor Nile Leonard.

**Public Comment:** No one sought recognition.

**Agenda Approval:** Dannenberg moved approval of the agenda as stated; seconded by Byrd. Passed by voice vote.

**Minutes:** Dannenberg moved approval of April 14 meeting minutes; seconded by Byrd. Passed by voice vote.

**Consent Agenda:** Dannenberg moved approval of consent agenda, seconded by Shea. Passed by voice vote.

**Unfinished Business: A.** The Board considered an agreement with Matthew Neyens to become airport manager and director. Byrd moved approval of the agreement, seconded by Dannenberg. Passed unanimously by roll call vote. **B.** The board considered an agreement with Beta Technologies to install electric aircraft and vehicle charging stations. Byrd moved approval of the contract, seconded by Dannenberg. Passed on voice vote.

**New Business: A.** The board considered a request from Tommy's Car Wash Systems to install two lighted signs on the Fogg hanger, 1581 South Washington with a face to Geurink Blvd. Approval moved by Brandsen, seconded by Roden. Passed by voice vote.

**B. Budget Hearing:** Chair Murray opened the public hearing on the proposed FY 2026 budget at 4:14pm (1614). The board had an extended discussion of the budget as a component of the financial forecast. Chair Murray closed the public hearing at 4:48 (1648).

**FY 2026 WMAA Budget review:** McCammon reviewed the elements of the budget with board members and responded to questions. Byrd moved approval of the budget as stated, seconded by Dannenberg. Budget approved on a unanimous roll call vote. The board proceeded to consider the budget resolution and millage set. Byrd moved adoption of the

resolution, seconded by Dannenberg. Passed by voice vote. (Budget resolution is part of the minutes and is attached) **Financial Reports:** McCammon highlighted the monthly financial reports for the board, Shea moved to accept the reports; seconded by Gruppen. Motion passed on voice vote.

**Communications from the Airport Authority Manager:** Storey distributed a written report on the results of the 4<sup>th</sup> Annual Tulip Time Fly-In. Sixteen aircraft participated and 75-80 individuals visited the business center for the continental breakfast. He also reported upcoming events: May 16 home school student tour and North Taxilane preconstruction meeting; June 2 presentations to committee evaluating responses to RFQ for engineer consultant; several school groups throughout June; August Wings of Mercy Aviation Day. Chair Murray called the board's attention to a letter from Space Source, Inc., indicating interest in building a hanger when the north taxi lane project is concluded.

**Board Updates:** Chair Murray notified the board he directed the sending of a letter to 1200.Aero terminating their contract for flight reporting when it expires August 23.

**Adjournment:** The authority board having concluded its scheduled business, Byrd moved it now adjourn, seconded by Gruppen. Passed by rising vote at 5:20pm (1720).

Respectfully submitted,  
Jim Storey, Interim Airport Manager

# WMAA MONTHLY FBO REPORT

## West Michigan Regional Airport FBO Report Avflight Holland May 2025

### Total Fuel Gallons Delivered

	Current Month 05/25	One Year Ago 05/24	Current Year To Date 01/01/25-05/31/25	F/Y to Date Compared 01/01/24-05/31/24	
Avgas	4,667	4,215	12,955	11,514	
Jet Fuel	46,260	43,139	187,742	212,782	
Total Gallons Delivered	50,927	47,354	200,697	224,296	(23598)

### Landing Fees Collected

\$3429 (85% to airport = 2914.65)

### Total Freight

1700lbs

## **ADDENDUM TO INTERIM AIRPORT DIRECTOR AGREEMENT**

**This Addendum to Interim Airport Director Agreement** ("**Addendum**") is made and entered into this 9<sup>th</sup> day of June, 2025 (the "**Effective Date**"), by and between the **West Michigan Airport Authority**, a Michigan Community Airport Authority formed in accordance with Act 206 of the Public Acts of 1957, as amended, MCL 259.621 (the "**Authority**"), and **Jim Storey** ("**Interim Director**").

### **WITNESSETH**

**WHEREAS**, the Authority and Interim Director entered into an Interim Airport Director Agreement dated October 28, 2024, in which the Authority retained Interim Director to perform certain Services<sup>1</sup>, as defined in the Agreement, pursuant to the terms and conditions of the Agreement; and

**WHEREAS**, the term of the Agreement expires upon the hiring of a full time permanent airport director and manager; and

**WHEREAS**, the Authority has hired a new full time permanent airport director and manager, effective as of June 9, 2025; and

**WHEREAS**, the Authority and Interim Director wish to amend the Agreement to extend its term in accordance with this Addendum; and

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

### **AGREEMENT**

1. Section 2 of the Agreement is amended to provide that the term of the Agreement shall continue until August 1, 2025. Interim Director shall remain employed by the Authority until August 1, 2025 to continue performing the Services, and to assist with the training and onboarding of the new full time airport director and manager.

2. Except as expressly amended by this Addendum, all other terms of the Agreement remain in effect. The provisions of this Addendum will be part of the Agreement and will govern and control in the event of any inconsistency between them and the provisions of the Agreement.

[SIGNATURES ON FOLLOWING PAGE]

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<sup>1</sup> All capitalized terms not specifically defined herein shall have the same meaning given to such terms in the Agreement.

IN WITNESS WHEREOF, the Authority has caused this Addendum to be signed and executed on its behalf by its Chairperson and the Interim Director has signed and executed this Agreement the day and year first above written.

WEST MICHIGAN AIRPORT AUTHORITY


Dated: \_\_\_\_\_, 2025

By: \_\_\_\_\_  
Charles Murray  
Its: Chairperson

APPROVED AS TO FORM:

West Michigan Airport Authority

By: \_\_\_\_\_

  
Rachel Hillegonds, Attorney

Date: \_\_\_\_\_

5/20/25

INTERIM DIRECTOR:

Dated: \_\_\_\_\_, 2025

\_\_\_\_\_  
Jim Storey

# West Michigan Regional Airport

## AIRCRAFT T-HANGAR STORAGE AGREEMENT

### 1. GENERAL INFORMATION FOR AGREEMENT.

Dated: \_\_\_\_\_ T-Hangar No.: \_\_\_\_\_

LANDLORD: West Michigan Airport Authority (the "WMAA"), Holland

TENANT: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Registered Owner: \_\_\_\_\_ "N" No.: \_\_\_\_\_ Serial No.: \_\_\_\_\_

Aircraft Make: \_\_\_\_\_ Aircraft Model: \_\_\_\_\_

Monthly Rental: \_\_\_\_\_ payable, in advance, on the first day of each month.

Lease Term Begins: \_\_\_\_\_

2. **AGREEMENT.** The WMAA leases to TENANT a WMAA-owned aircraft storage T-hangar (the "Hangar") subject to the terms and conditions of this Aircraft T-Hangar Storage Agreement ("Agreement"). The Hangar shall be used primarily for the non-commercial storage of aircraft, consistent with *FAA Policy on Use of Hangars at Obligated Airports*, in which TENANT has verifiable ownership, lease, or other legal interest. All rights of ingress and egress, taxiways, and the common area restrooms, are used in common with others.

3. **REGISTRATION, TITLE.** TENANT shall provide documentation reasonably acceptable to the Airport Manager of ownership or other legal interest, including, but not necessarily limited to, a copy of the Federal Aviation Administration (FAA) Certificate of Aircraft Registration, applicable State registration, proof of annual aircraft certification, or, with respect to aircraft under construction, evidence, and records of construction. TENANT shall provide WMAA written notice of the purchase or sale of an aircraft within thirty (30) days of the transaction occurring.

4. **TERM.** The term of this Agreement (the "Lease Term") shall be for a period beginning on \_\_\_\_\_, 20\_\_ ("Commencement Date") and ending on \_\_\_\_\_, 20\_\_. If the TENANT holds over past the end of the Lease Term, this Agreement automatically becomes a tenancy at will which either party may terminate at any time in accordance with Paragraph 22 below. Any reference to "Lease Term" in this Agreement shall include the initial term and any holdover term permitted by this Agreement.

5. **RENT, FEES.** TENANT shall pay rent, in advance, on or before the first day of each quarter January 1, April 1, July 1, October 1 to **The West Michigan Airport Authority**. The initial amount due is \$\_\_\_\_\_ per quarter (\$\_\_\_\_\_ per year). If the Commencement Date is any day other than the first day of a quarter, TENANT shall pay to WMAA on the Commencement Date a prorated portion of the quarterly rent for the period from the Commencement Date to the first day of the following quarter. In the event TENANT fails to pay rent on or before the first day of each quarter, TENANT covenants and agrees all sums to be paid under this Agreement, if not paid when due, shall be assessed a one-time late fee of \$100. Failure on TENANT'S part to pay rent which is thirty (30) days past due shall constitute a breach of this Agreement and may result in termination of the Agreement in accordance with the statutes of the State of Michigan. Rent will be pro-rated upon initiation of this Agreement. Rent shall be adjusted each year on the anniversary of the Commencement Date, and upon each anniversary thereafter. All adjustments shall be cumulative. Each adjustment shall be an increase of 4% of the previous total annual rent.



## West Michigan Regional Airport

**6. NON-LIABILITY OF LANDLORD.** To the fullest extent possible, TENANT agrees that he/she will not hold the WMAA or any of its agents or employees responsible for any loss occasioned by fire, theft, rain, windstorm, hail, or from any other cause whatsoever, whether said cause be the direct, indirect, or merely a contributing factor in producing the loss to any airplane, automobile, personal property, parts, or surplus that may be located or stored in the T-hangar or any other location at the West Michigan Regional Airport ("Airport"); and TENANT agrees that all aircraft and other personal property stored at the Airport shall be stored at the TENANT's sole risk. TENANT shall be responsible for all damages to property caused by TENANT'S or TENANT'S employees' or guests' carelessness, negligence, or neglect. TENANT shall park his/her automobile or guests' automobile(s) in the Hangar when using his/her aircraft to not cause interference with taxiing of other aircraft or general Airport maintenance.

**7. INDEMNIFICATION.** To the fullest extent permitted by law, TENANT agrees to indemnify, defend, and save the WMAA, its agents, officers, representatives, and employees harmless from and against all liability or loss resulting from claims or court action arising directly or indirectly out of the acts of TENANT, its agents, guests, or visitors under this Agreement or by reason of any act or omission of such person. WMAA assumes no liability for loss or injury to persons or property while TENANT is using the Airport facilities.

**8. ACCEPTANCE OF HANGAR; REPAIR AND MAINTENANCE; DAMAGES.** TENANT accepts the Hangar "AS IS". TENANT shall immediately inform the WMAA of all repairs to the Hangar TENANT believes necessary. WMAA shall maintain the Hangar, including hangar doors, door rollers and guides. WMAA agrees to keep the Hangar, including the adjacent parking lot, surface and subsurface, in reasonable repair during the Lease Term at the WMAA's expense, except where disrepair or damage is caused by TENANT or TENANT'S employees or guests, in which case the WMAA shall have the option, but not the obligation, to have the repairs made and expense charged to TENANT as additional rent. TENANT shall always maintain the Hangar in neat appearance and in a safe condition. TENANT shall be liable, at its sole cost and expense, for repair of all damage to the Hangar caused by TENANT or TENANT'S employees or guests, ordinary wear and tear excepted. Upon termination of this Agreement, and subject to Paragraph 16 below, TENANT shall return the Hangar to the WMAA in substantially the same condition as it existed at the commencement of this Agreement, ordinary wear and tear excepted.

**9. COMPLIANCE WITH REGULATORY REQUIREMENTS.** TENANT shall comply with all Federal, State, Local, and WMAA rules, regulations, and policies as may be adopted or amended. In addition, TENANT shall not use the Hangar in a manner that constitutes a violation of applicable Federal, State, or Local requirements. TENANT shall comply with all present and future laws, ordinances, requirements, rules, and regulations of all governmental authorities having jurisdiction over the Hangar or any part thereof. Without limiting the generality of the foregoing, TENANT shall comply with all applicable provisions of the City of Holland Fire and Building Codes, federal and state grant programs, federal, state, and local environmental regulations, FAA policies, rules, and regulations, and Transportation Security Administration (TSA) policies, rules, and regulations.

**10. RIGHT TO INSPECT, HANGAR LOCK.** The WMAA shall have the right to inspect the Hangar at reasonable times and may enter the Hangar without notice for the purpose of inspection, maintenance, determination of active aircraft, or responding to an emergency involving the Hangar. The TENANT will be provided one (1) key for the Hangar lock which shall be returned to the WMAA at the termination of the Agreement. The WMAA lock may not be changed, nor additional locks added, by TENANT. Requests to change the lock by TENANT must be made to the WMAA.

**11. INCONSISTENT USES.** TENANT shall not conduct any non-aeronautical activity from the Hangar. In addition, TENANT shall not use the Hangar for "business activity" within the meaning of the Airport's Minimum Operating Standards unless a separate written agreement is entered into with the WMAA. TENANT shall not use the Hangar for residential purposes.

**12. MAINTENANCE OF AIRCRAFT.** TENANT may perform maintenance activities in the Hangar provided such activities comply with all applicable Federal, State, and Local laws, codes and ordinances. No maintenance or repair of any kind shall be performed in the Hangar on any aircraft other than the one(s) listed in this Agreement.

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Preventative maintenance as defined in Federal Aviation Regulation Part 43, Appendix A, may be performed by the owner(s) on the named aircraft so long as it is of a type permitted by applicable building and fire code(s). TENANT, if in the process of constructing or repairing an aircraft, must demonstrate that progress has been made since the prior inspection.

**13. QUIET ENJOYMENT, SAFETY.** TENANT agrees to conduct, and to cause guests and/or invitees to conduct, all activities on the Hangar in a manner that will not interfere with the safety and quiet enjoyment of the Airport by other tenants and members of the public.

**14. UTILITIES.** WMAA shall provide electrical service to the Hangar for normal and customary usage, which shall include lighting and power for the overhead door. WMAA reserves the right to increase the lease payment on a quarterly basis to account for electrical service delivery price fluctuations. If TENANT requires additional electrical services, for example additional outlets or lighting fixtures, or any additional utility services, TENANT may request WMAA modifications, which the WMAA shall not unreasonably deny. If additional services are approved by WMAA, TENANT shall pay for those service modifications. Any alterations or improvements shall become the property of the WMAA and shall remain with the Hangar. Common area restroom cleaning and maintenance services are also provided by WMAA.

### **15. INSURANCE.**

- A. TENANT shall carry and keep in full force and effect, at its expense, a policy or policies of Aviation General Liability or Aircraft Liability (which includes premises liability) with respect to the Hangar and the activities of TENANT of at least One Million Dollars with the West Michigan Airport Authority and the City of Holland as additional insureds. TENANT shall furnish WMAA with certificates evidencing that such insurance is in effect and stating that WMAA shall be notified in writing thirty (30) days prior to cancellation, material change, or non-renewal of insurance. All insurance shall be occurrence in nature and not claims based. All insurance provided by the TENANT shall be primary and not secondary.
- B. TENANT shall furnish WMAA with certificates evidencing that such insurance is in effect before the Agreement is fully executed. TENANT shall then provide evidence of insurance to WMAA not later than January 1 of each following year. Failure to timely provide certificates is a violation of the terms of this Agreement and is grounds for termination of this Agreement.
- C. TENANT shall carry and keep in full force and effect, at its election and at its expense, insurance for fire and extended coverage, insuring for the full insurable value of the aircraft, or related fixtures, furnishings, operating equipment, and personal property located in the Hangar. Any insurance policy(ies) shall provide a waiver of subrogation to the WMAA and the City of Holland.
- D. TENANT shall observe all reasonable regulations and requirements of underwriters concerning the use and condition of the Hangar, tending to reduce fire hazard and insurance rates, and not to permit or allow any rubbish, waste, or products to accumulate on or around the Hangar.

Anything in this Agreement to the contrary notwithstanding, it is agreed that each party (the releasing party) thereby releases the other party (the released party) from liability which the released party would, but for this paragraph, have had to the releasing party during the term of this Agreement, resulting from the occurrence or casualty (i) which is normally covered by a fire and extended coverage policy, or (ii) covered by other insurance being carried by the releasing party at the time of such occurrence.

**16. ALTERATIONS TO HANGAR.** TENANT shall not make or cause to be made any alterations or improvements to the Hangar without the prior written consent of the WMAA. Subject to the Airport rules, regulations and policies, and all applicable codes, TENANT may install storage shelves or other structures on the Hangar that (i) do not interfere with the principal purpose of this Agreement as set forth in Section 2 above (ii) are not attached to the Hangar structure and (iii) do not harm, or require modification to, the Hangar structure. Upon the termination of this Agreement, at the sole option of the WMAA: (1) The alterations or improvements shall become the property of the WMAA and shall remain on the Hangar; or (2) TENANT shall remove all alterations or improvements and return the Hangar to the WMAA in the same condition as the Hangar existed at the commencement of this Agreement, ordinary wear and tear excepted.

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**17. SPECIAL EVENTS:** TENANT agrees that WMAA expressly reserves the right to impose reasonable limitations on TENANT's use of Hangar and to restrict access to public areas during reasonable periods prior to, during, and after special events which may occur at the Airport.

**18. SNOW REMOVAL:** The WMAA agrees to provide snow removal on the public aircraft and parking areas. TENANT shall be responsible for snow removal within three feet of the exterior of the Hangar.

**19. NOTICES.** TENANT is solely responsible for keeping his/her mailing address, telephone number, and email address on file with the WMAA current and shall notify the WMAA in writing within fifteen (15) days of any change. The WMAA is not responsible for any issues arising from the TENANT's failure to maintain current contact information.

**20. ASSIGNMENT, SUBLEASE OR TRANSFER.** Except as provided herein, this Agreement is exclusive to the TENANT and shall not be assigned, sublet, or otherwise transferred in whole or in part to any other person or entity, without the express written consent of the WMAA.

**21. SUCCESSORS IN INTEREST.** Subject to the restrictions upon assignment, sublease or transfer as set forth in Section 20 herein, this Agreement shall be in favor of and bind the heirs, executors, administrators, successors and assigns of the parties hereto.

**22. TERMINATION, BREACH, OR DEFAULT.** TENANT may cancel this Agreement with ninety (90) days prior WRITTEN notice to the WMAA. Failure to provide written notice to the WMAA will result in the TENANT being charged the next quarter's rent. The WMAA may cancel this Agreement by giving the TENANT ninety (90) days prior written notice to the TENANT. Notwithstanding the foregoing, the WMAA may also terminate this Agreement (a) upon thirty (30) days written notice to TENANT of a default under this Agreement, including without limitation payment default, or (b) immediately if TENANT conducts any criminal activity or violation of any laws, codes, rules, regulations, and/or policies, of any governmental authority having jurisdiction over the Hangar or any part thereof which violation constitutes a danger or hazard to persons or property, as determined at the sole discretion of the WMAA.

**23. ATTORNEY'S FEES; COSTS.** In any dispute between the WMAA and TENANT, the prevailing party shall be entitled to recover from the other party all reasonable costs, including without limitation, reasonable attorney's fees. "Prevailing party" shall include without limitation, a party who dismisses an action for specific performance or for damages in exchange for sums due, performance of covenants breached or consideration substantially equal to the relief sought in the action.

**24. NOTICE OF LIEN.** The TENANT hereby gives and grants to the WMAA a lien upon all fixtures, chattels and personal property of every kind and description now or hereafter to be placed, installed or stored by TENANT, at the Airport; and agrees that in the event of any failure on the part of the TENANT to comply with each and every one of the covenants and obligations hereof, and after any giving TENANT any required applicable notice of default, the WMAA may take possession of and sell the same in any manner provided by law and may credit the net proceeds upon any indebtedness due or damage sustained by WMAA, without prejudice to further claims thereafter to arise under the terms hereof. Furthermore, the WMAA shall have the right to pursue any action permitted under the law resulting from the filing of a lien against TENANT's property at the Airport for any of the above-described events.

**25. NO WAIVER.** No waiver by a party of any provision of this Agreement or of the regulations governing the use of the Hangar shall be considered a waiver of any other provision or any subsequent breach of the same or any other provision, including the time for performance of any such provision. The exercise by a party of any remedy provided in this Agreement shall not prevent the exercise by that party of any other remedy provided in this Agreement.

**26. ENTIRE AGREEMENT.** This Agreement contains all the representations and the entire understanding and agreement between the parties pertaining to the use of the Hangar or any other matters connected therewith. All correspondence, memoranda, oral or written agreements pertaining to the Hangar or the parties hereto, which

## West Michigan Regional Airport

originated before the date of this Agreement are null, void and are replaced in total with this Agreement. This Agreement shall not be altered, amended, or modified except in writing signed by the WMAA and TENANT.

**27. LAWS/FORUM.** This Agreement shall be governed by and interpreted according to the laws of the State of Michigan. No action shall be brought by any party hereto except in a court having jurisdiction in the State of Michigan and a venue in Allegan County, Michigan.

**28. ENVIRONMENTAL COVENANT.** During the Lease Term, TENANT represents and warrants to WMAA that TENANT shall keep or cause the Hangar and Airport property to be kept free of hazardous materials<sup>1</sup>, except to the extent that such hazardous materials are stored and/or used in compliance with applicable federal, state and local laws and regulations; and without limiting the foregoing, TENANT shall not cause or permit the Hangar or Airport property to be used to generate, manufacture, refine, transport, treat, store, handle, dispose of, transfer, produce, or process hazardous materials except in compliance with all applicable federal, state and local laws and regulations, nor shall TENANT cause or permit because of any intentional or unintentional act or omission on the part of TENANT, TENANT'S employees or invitees, a release or spill of hazardous materials onto the Hangar or onto any other contiguous property. TENANT shall defend, indemnify and hold harmless WMAA, its employees, agents, officers, directors, successors and assigns from and against any claims, demands, penalties, fines, liabilities, settlements, damages, costs, or expenses, including without limitation, attorneys and consultants fees, investigation and laboratory fees, court costs and litigation expenses (attorney's fees, court costs, and expert witness expenses shall be through all appellate, enforcement, or collection proceedings) known or unknown, contingent or otherwise, arising out of or in any way related, to: (1) the presence, disposal, release, or threatened release of any hazardous materials on, over, under, from or effecting the Hangar or the soil, water, vegetation, buildings, personal property, persons, or animals; (2) any personal injury (including wrongful death) or property damage (real or personal) arising out of or related to such hazardous materials on the real estate; (3) any litigation commenced or threatened, settlement reached, or government order relating to such hazardous materials with respect to the Hangar; and (4) any violation of laws, orders, regulations, requirements or demands of governmental authorities or any policies or requirements or demands of governmental authorities or any policies or requirements of WMAA, which are based upon or are in any way related to such hazardous material used on or in the Hangar. If a spill or release of fuel or any other regulated substance to the environment occurs, TENANT shall be responsible for cleanup of the fuel or substance released, and shall notify the WMAA of the spill or release and of the steps taken in response.

**29. TAXES.** TENANT shall pay all personal property taxes which may be levied and assessed in connection with its occupancy of the Hangar.

**30. NOTICES.** All legal notices, including notice of termination, required hereunder shall be in writing and shall be deemed to have been given if either delivered personally or mailed by registered or certified mail to WMAA at, West Michigan Airport Authority, ATTN: Airport Manager, 60 Geurink Blvd., Holland, Michigan and to TENANT at the address for notices, bills, or statements by giving notice or such change as hereinabove set forth. The date on which such notice is delivered personally or placed with the United States Post Office shall be the date for which notice shall conclusively be presumed to be given, except notice of renewal which shall be effective when received by WMAA.

**31. SUBORDINATION.** This Agreement shall be subordinate to the provisions of any existing or future agreement between the WMAA and (i) the United States or (ii) the Michigan Department of Transportation relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal funds for the development of the Airport.

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<sup>1</sup> For purposes of this Agreement "hazardous material" includes, without limitation, any flammable explosives, radioactive materials, hazardous materials, hazardous waste, hazardous or toxic substances or related materials defined in the Comprehensive Environmental Response, Confiscation and Liability Act of 1980, as amended (42 USC Section 96091, et seq.), the Resource Conservation and Recovery Act, as amended (42 USC Section 69091, et seq.) and any regulations adopted and publications promulgated thereto, or any other federal, state, or local governmental law, ordinance, rule, or regulation.

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**32. TENANT ACKNOWLEDGEMENT.** By my signature, I declare that I have read each provision of this Agreement and that all the information provided by me pursuant hereto and any attached documentation is true and correct. Further, I declare that I own or have the interest in the aircraft listed in Section 1 of this Agreement represented by such information and documentation.

LANDLORD:  
West Michigan Airport Authority

By: \_\_\_\_\_  
Charles Murray  
Its: \_\_\_\_\_

TENANT:  
[Name of entity here]

By: \_\_\_\_\_  
Its: \_\_\_\_\_

TENANT (if individual)

\_\_\_\_\_  
Printed Name: \_\_\_\_\_

## **West Michigan Regional Airport**

### **EXHIBIT A**

The current general liability insurance or Aircraft Liability requirement for the T-Hangar tenants is \$1 million. Please provide a certificate of insurance naming the West Michigan Airport Authority and the City of Holland as additional insureds, and indicating waiver of subrogation against the West Michigan Airport Authority and the City of Holland. See paragraph 15 of Agreement.

# West Michigan Airport Authority

**Meeting Date:** June 9, 2025

**Agenda Item:**

**Subject:** WMAA FY 2025 Year-End Budget Amendment

**Prepared By:** Lynn McCammon, City Finance

**Recommendation:** Approve amendment to FY 2025 Budget

The West Michigan Airport Authority adopted the FY 2025 Budget in April 2024. The Authority typically considers amendments to the budget three times a year; at mid-year, during the following fiscal year's budget preparation, and again at year-end, to avoid budget violations per state requirements.

It is nearly impossible to accurately project all line items in the budget at the time of original adoption. The attached amendments represent revisions based on recent information which has resulted in more appropriate projections. Total budgeted revenues are proposed to be increased by \$23,500 and include:

- Small Taxpayer PPT Loss Reimbursement (revenue) – increase of \$23,500 representing actual (from state) vs estimate based on prior year. This revenue source has historically been difficult to estimate given the state's complex calculation and variables that are not readily available to local entities. Therefore, the proposed amendment is based on the actual receipt of payment from the state in late May 2025.

Total budgeted expenditures are proposed to be increased by \$12,200:

- Contractual Legal (expenditure) – increase of \$8,000 based on recent invoices. Several matters requiring additional legal involvement in the current fiscal year (flight school, personnel transition, lease review, etc.).
- Contractual Building & Grounds Maintenance – increase of \$4,200 representing an unanticipated charge for crack sealing.

After the proposed changes, the General Fund FY 2025 ending reserve balance is estimated to be approximately \$971,600, or 119.5% of budgeted expenditures, which is within the Fund Balance Policy range of 75% to 120%. This includes a \$134,000 transfer to the Capital Fund for FY 2025.

# West Michigan Airport Authority FY 2025 Budget

## Proposed Year-End Budget Amendment

		End Balance	24-25 Amended	YTD Balance	% Bdgt	Year-End Budget	Proposed FY 25 Amended
		06/30/2024	Budget	05/31/2025	Used	Amendment	Budget
<b>REVENUES</b>							
110-000.000-573.000	SMALL TAXPAYER PPT LOSS REIMBURSEMENT	21,828.76	23,800.00	47,325.51	198.85	23,500.00	47,300.00
110-000.000-581.100	CONTRIB FROM OTHER GOVTS-CITY OF HOLLAND	130,307.48	143,000.00	137,502.96	96.16		143,000.00
110-000.000-581.110	CONTRIB FROM OTHER GOVTS-CITY OF ZEELAND	84,809.96	85,000.00	80,151.09	94.30		85,000.00
110-000.000-581.210	CONTRIB FROM OTHER GOVTS-PARK TOWNSHIP	135,116.38	141,000.00	144,276.61	102.32		141,000.00
110-000.000-615.810	FRANCHISE FEES-FBO FRANCHISE	64,704.46	29,000.00	26,596.58	91.71		29,000.00
110-000.000-615.815	FRANCHISE FEES-FLIGHT SCHOOL	-	8,100.00	11,276.83	139.22		8,100.00
110-000.000-615.820	FRANCHISE FEES-FUEL FLOWAGE FEE	62,816.00	60,000.00	60,389.23	100.65		60,000.00
110-000.000-615.830	FRANCHISE FEES-LANDING FEES	24,868.10	25,000.00	24,690.80	98.76		25,000.00
110-000.000-665.000	INVESTMENT INCOME	47,118.65	35,000.00	22,650.12	64.71		35,000.00
110-000.000-665.900	INVESTMENT INCOME-MARKET ADJUSTMENT	11,723.36	-	(9,071.58)	100.00		-
110-000.000-665.905	RENTAL-AGRICULTURAL LAND LEASE	12,346.48	12,700.00	12,738.74	100.31		12,700.00
110-000.000-665.910	RENTAL-HANGAR LAND LEASE	134,886.29	127,600.00	136,416.80	106.91		127,600.00
110-000.000-665.915	RENTAL-T-HANGARS	57,738.06	57,600.00	57,414.19	99.68		57,600.00
110-000.000-665.920	RENTAL-AIRPORT BUSINESS CENTER	9,681.87	9,900.00	9,074.60	91.66		9,900.00
110-000.000-691.000	OTHER SOURCES - LEASE FINANCING	13,011.00	-	-	-		-
Total Revenues		810,956.85	757,700.00	761,432.48	100.49	23,500.00	781,200.00
<b>AIRPORT OPERATION EXPENDITURES</b>							
110-595.100-701.000	PAYROLL-REGULAR	105,142.57	59,600.00	44,163.34	74.10		59,600.00
110-595.100-702.000	PAYROLL-TEMPORARY HELP	3,765.00	4,400.00	-	-		4,400.00
110-595.100-703.100	SPECIAL PAY ONE TIME PAYMENT	-	24,400.00	24,432.50	100.13		24,400.00
110-595.100-705.000	PAYROLL-OVERTIME	131.25	-	-	-		-
110-595.100-710.000	PAYROLL-VACATION/PTO GENERAL	7,519.17	8,300.00	8,344.67	100.54		8,300.00
110-595.100-712.000	PAYROLL-HOLIDAYS	4,574.68	1,700.00	1,656.00	97.41		1,700.00
110-595.100-720.005	INSURANCE HEALTH	4,352.30	3,900.00	2,779.59	71.27		3,900.00
110-595.100-720.010	INSURANCE DENTAL	-	100.00	-	-		100.00
110-595.100-720.030	INSURANCE-INCOME PROTECT (STD)	446.65	600.00	263.22	43.87		600.00
110-595.100-721.005	RETIREMENT CONTRIBUTION MERS	9,282.05	5,400.00	4,107.04	76.06		5,400.00
110-595.100-723.000	EMPLOYER FICA/MEDICARE CONTRIBUTION	9,599.61	7,800.00	6,225.29	79.81		7,800.00
110-595.100-723.500	WORKERS COMP INSURANCE	311.00	300.00	-	-		300.00
110-595.100-730.000	POSTAGE	5.93	100.00	14.55	14.55		100.00
110-595.100-740.000	OPERATING SUPPLIES GENERAL	8,061.09	2,000.00	2,864.73	143.24		2,000.00
110-595.100-741.000	OPERATING SUPPLIES-CONTROLLED CAPITAL	3,116.28	3,000.00	-	-		3,000.00
110-595.100-801.000	CONTRACTUAL-LEGAL	23,677.00	32,000.00	35,921.00	112.25	8,000.00	40,000.00
110-595.100-802.005	CONTRACTUAL-AUDIT SERVICES	8,300.00	8,500.00	8,500.00	100.00		8,500.00
110-595.100-802.200	CONTRACTUAL-FISCAL AGENT SERVICES	31,380.00	40,000.00	32,987.75	82.47		40,000.00
110-595.100-803.000	CONTR-HUMAN RESOURCES	-	6,500.00	1,565.00	24.08		6,500.00
110-595.100-806.000	CONTRACTUAL-TECHNOLOGY	2,000.00	5,000.00	5,000.00	100.00		5,000.00
110-595.100-807.000	CONTRACTUAL-ARCHITECT/ENGINEER	23,702.56	10,000.00	1,600.00	16.00		10,000.00
110-595.100-807.415	CONTRACTUAL-ARCHITECT/ENGINEER	1,963.00	-	(48.95)	100.00		-
110-595.100-808.000	CONTR-BLDGS&GRNDS	70,817.18	1,000.00	988.38	98.84		1,000.00
110-595.100-808.001	CONTR-BLDGS&GRNDS JANITORIAL	3,510.00	-	-	-		-
110-595.100-808.002	CONTR-BLDGS&GRNDS SOLID WASTE DISPOSAL	-	1,000.00	825.96	82.60		1,000.00
110-595.100-808.801	CONTR-BLDGS&GRNDS MAINTENANCE GENERAL I	30,929.21	7,000.00	11,101.40	218.59	4,200.00	11,200.00
110-595.100-808.802	CONTR-BLDGS&GRNDS SNOWPLOWING	77,736.52	7,500.00	6,007.40	80.10		7,500.00
110-595.100-809.001	CONTRACTUAL-MISC CONSULTING	13,924.24	52,000.00	36,973.84	71.10		52,000.00
110-595.100-809.005	CONTRACTUAL-MISC AIRPORT FBO	9,248.44	-	1,406.79	100.00		-
110-595.100-812.100	CONTR-FBO MGMT SVCS	-	18,900.00	13,653.74	72.24		18,900.00
110-595.100-812.110	CONTR-FBO MOWING	-	88,500.00	52,409.67	59.22		88,500.00
110-595.100-812.115	CONTR-FBO SNOWPLOWING	-	121,400.00	113,668.00	93.63		121,400.00



110-595.100-812.120	CONTR-FBO GEN MAINTENANCE	-	18,300.00	16,106.31	88.01	18,300.00
110-595.100-816.000	CONTRACTUAL-SOFTWARE SUBSCRIPTIONS	-	5,000.00	5,762.50	115.25	5,000.00
110-595.100-850.000	COMMUNICATIONS TELEPHONE	(76.00)	-	-	-	-
110-595.100-851.000	COMMUNICATIONS CELLULAR REIMBURSEMENT	1,100.00	1,000.00	600.00	60.00	1,000.00
110-595.100-851.050	COMMUNICATIONS-CELLULAR DIRECT BILLED	-	-	207.12	100.00	-
110-595.100-852.000	COMMUNICATIONS WIFI INTERNET	620.00	-	-	-	-
110-595.100-901.000	PRINTING	-	-	8.56	100.00	-
110-595.100-902.000	PRINTING PUBLISHING-NEWS MEDIA	-	-	226.72	100.00	-
110-595.100-903.000	PRINTING ADVERTISING/PROMOTIONAL	49,267.64	45,000.00	35,519.28	78.93	45,000.00
110-595.100-920.805	PUBLIC UTILITIES-FENCE GATES	523.12	600.00	391.76	65.29	600.00
110-595.100-920.810	PUBLIC UTILITIES-LANDING LIGHTS/SYSTEM	3,691.51	4,200.00	3,186.59	75.87	4,200.00
110-595.100-920.815	PUBLIC UTILITIES-PARKING LOT LIGHTS	535.14	600.00	329.85	54.98	600.00
110-595.100-920.820	PUBLIC UTILITIES-RUNWAY LIGHTS	5,351.08	5,700.00	3,942.79	69.17	5,700.00
110-595.100-920.825	PUBLIC UTILITIES-T HANGARS	5,328.36	5,500.00	4,195.18	76.28	5,500.00
110-595.100-921.010	PUBLIC UTILITIES-NATURAL GAS	174.92	-	-	-	-
110-595.100-931.000	BLDG & GRNDS MAINT GENERAL	5,166.66	-	-	-	-
110-595.100-933.000	EQUIPMENT MAINTENANCE-GENERAL	1,312.00	-	1,344.16	100.00	-
110-595.100-933.015	EQUIPMENT MAINTENANCE-ILS LANDING	8,000.00	16,000.00	12,000.00	75.00	16,000.00
110-595.100-940.000	BUILDING RENTAL/LEASE	1,000.00	1,000.00	1,000.00	100.00	1,000.00
110-595.100-943.000	EQUIPMENT RENTAL/LEASE GENERAL	-	54,900.00	44,150.00	80.42	54,900.00
110-595.100-946.000	OFFICE EQUIP RENTAL/LEASE	(470.00)	-	-	-	-
110-595.100-955.000	MISC. GENERAL	3,299.97	3,000.00	1,247.75	41.59	3,000.00
110-595.100-960.000	EDUCATION, TRAINING, CONF REGISTRATION	1,717.00	1,000.00	375.00	37.50	1,000.00
110-595.100-961.000	TRAVEL, MEALS, MILEAGE	901.40	3,000.00	1,578.05	52.60	3,000.00
110-595.100-961.100	EMPLOYEE RECRUITMENT	-	-	2,607.13	100.00	-
110-595.100-962.000	INSURANCE PREMIUMS	34,072.00	37,700.00	37,658.00	99.89	37,700.00
110-595.100-964.001	REFUNDS-PRIOR YEAR PROPERTY TAX	56.83	100.00	75.92	75.92	100.00
110-595.100-965.000	DUES & SUBSCRIPTIONS	1,872.98	3,500.00	488.51	13.96	3,500.00
110-595.100-969.200	WRITE-OFFS UNCOLL PROPERTY TAXES	(17.82)	-	-	-	-
110-595.100-977.000	MACHINERY & EQUIPMENT GENERAL	13,011.00	6,600.00	-	-	6,600.00
110-595.100-991.500	PRINCIPAL PMT-LEASE	436.00	-	-	-	-
110-595.100-993.500	INTEREST-LEASE	34.00	-	-	-	-
Total Airport Operation Expenditures		590,403.52	733,600.00	590,412.09	80.48	12,200.00 745,800.00

#### **BUSINESS CENTER EXPENDITURES**

110-595.200-808.001	CONTR-BLDGS&GRNDS JANITORIAL	7,904.12	12,500.00	8,620.88	68.97	12,500.00
110-595.200-850.000	COMMUNICATIONS TELEPHONE	305.00	7,800.00	6,885.38	88.27	7,800.00
110-595.200-852.000	COMMUNICATIONS WIFI INTERNET	6,577.02	-	-	-	-
110-595.200-901.000	PRINTING	-	1,600.00	627.33	39.21	1,600.00
110-595.200-920.005	PUBLIC UTILITIES-HBPW	18,384.61	19,200.00	14,608.96	76.09	19,200.00
110-595.200-921.010	PUBLIC UTILITIES-NATURAL GAS	4,316.31	5,000.00	4,323.96	86.48	5,000.00
110-595.200-931.000	BLDG & GRNDS MAINT GENERAL	7,592.58	8,000.00	3,837.04	58.56	8,000.00
110-595.200-933.000	EQUIPMENT MAINTENANCE-GENERAL	7,278.46	10,000.00	12,624.73	126.25	10,000.00
110-595.200-946.000	OFFICE EQUIP RENTAL/LEASE	-	3,200.00	2,170.98	67.84	3,200.00
Total Business Center Expenditures		52,358.10	67,300.00	53,699.26	79.79	- 67,300.00

#### **TRANSFERS**

110-965.000-995.410	TRANSFER TO WMAA CAPITAL FUND	579,698.00	134,000.00	-	-	134,000.00
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#### **TOTAL EXPENDITURES & TRANSFERS**

		1,222,459.62	934,900.00	644,111.35	68.90	12,200.00 947,100.00
TOTAL REVENUES		810,956.85	757,700.00	761,432.48	100.49	23,500.00 781,200.00
TOTAL EXPENDITURES		1,222,459.62	934,900.00	644,111.35	68.90	12,200.00 947,100.00
NET OF REVENUES & EXPENDITURES:		(411,502.77)	(177,200.00)	117,321.13		11,300.00 (165,900.00)
BEG. FUND BALANCE - ALL FUNDS		1,549,035.96	1,137,533.19	1,137,533.19		1,137,533.19
END FUND BALANCE - ALL FUNDS		1,137,533.19	960,333.19	1,254,854.32		971,633.19
Fund Balance Percent of Annual Budgeted Expenditures						119.5%

# West Michigan Airport Authority

**Meeting Date:** June 9, 2025

**Agenda Item:**

**Subject:** Transfer from General Fund to Capital Fund

**Prepared By:** Lynn McCammon, City Finance

**Recommendation:** Approve Transfer from General Fund to Capital Fund

The West Michigan Airport Authority approved the Fund Balance Policy on September 26, 2022. The policy recommends an unassigned fund balance be maintained at a target level of 75% to 120% of annual budgeted expenditures.

At the conclusion of the annual audit, Finance prepares an analysis to determine the amount of a potential transfer based on the ending audited balances. For the fiscal year ended June 30, 2024 that amount was \$266,945.

FY 2025 has been a year of transition for the Authority. Therefore, the transfer was on hold until the FY 2025 year-end budget amendment was prepared. Based on this, a transfer of \$134,000 is proposed which will leave the General Fund FY 2025 ending reserves with a balance of approximately \$971,600, or 119.5% of budgeted expenditures, which is within the Fund Balance Policy target range of 75% to 120%. While this amount is the less than the calculation based on the FY 2024 audit, it conservatively reflects the increased level of expenditures that occurred during FY 2025.

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

The combined General and Capital funds cash balance at April 30<sup>th</sup> 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	Avaiable 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 GOVTS-CITY 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
<b>Fund: 110 WMAA (AIRPORT) GENERAL FUND</b>						
<b>Account Category: Expenditures</b>						
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						



# 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
<b>Fund: 110 WMAA (AIRPORT) GENERAL FUND</b>					
<b>Account Category: Expenditures</b>					
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
<b>Fund 110 - WMAA (AIRPORT) GENERAL FUND:</b>					
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



Holland

MICHIGAN

	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



## Balance Sheet

Through 4/30/25

Detail Listing

Exclude Rollup Account

Account	Account Description	FY 2024 Actual	FY 2025 YTD
<b>Fund Category: GOVERNMENTAL</b>			
<b>Fund Type: GENERAL FUND</b>			
<b>Fund: 110 - WMATA (Airport) General Fund</b>			
<b>ASSETS</b>			
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	-
<b>ASSETS TOTALS</b>		<b>1,270,211.08</b>	<b>1,284,008.90</b>
<b>LIABILITIES AND FUND EQUITY</b>			
<b>LIABILITIES</b>			
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
<b>LIABILITIES TOTALS</b>		<b>132,678.29</b>	<b>52,690.65</b>
<b>FUND EQUITY</b>			
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
<b>FUND EQUITY TOTALS</b>		<b>1,137,533.19</b>	<b>1,231,318.25</b>
<b>LIABILITIES AND FUND EQUITY</b>		<b>1,270,211.48</b>	<b>1,284,008.90</b>

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





# 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 MELENDEZ	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 CORPORATION - 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 MELENDEZ	AIRPORT CLEANING 3/20-4/20/25	720.00
Report Total:						43,111.99

## West Michigan Airport Authority

July 1, 2025 to July 1, 2026

### Premium and Rate Analysis

Coverage	24-25 Exposures @ 24-25 Rates	25-26 Exposures @ 25-26 Estimated Rates	% Change		Notes
<b>Workers' Compensation and Employers' Liability</b>	<b>Accident Fund</b>	<b>Accident Fund</b>			
Workers' Compensation Limit	Statutory	Statutory			
Employer's Liability Limit	1,000,000	\$1,000,000	0.00%	\$0	
Exposure (Total Payroll)	100,000	\$100,000	0.00%	\$0	
Rate per \$100 in Payroll	0	\$0	0.00%	\$0	
Modified Premium	90	\$90	0.00%	\$0	
Fees and Taxes	250	\$250	0.00%	\$0	
<b>Total Estimated Workers' Compensation &amp; Employer's Liability Premium:</b>	<b>462</b>	<b>\$462</b>	<b>0.00%</b>	<b>\$0</b>	Automatic Renewal Premium is based on the rates and carrier minimums.

Coverage	24-25 Exposures @ 24-25 Rates	25-26 Exposures @ 25-26 Estimated Rates	% Change		Notes
<b>Airport Owners and Operators' Liability</b>	<b>Chubb (ACE)</b>	<b>Chubb (ACE)</b>			
Limits of Liability	\$20,000,000	\$20,000,000	0.00%	\$0	
General Aggregate	Non-Applicable	Non-Applicable			
Products/Completed Operations Aggregate	\$20,000,000	\$20,000,000	0.00%	\$0	
Personal and Advertising Injury Aggregate	\$20,000,000	\$20,000,000	0.00%	\$0	
Non-Owned Aircraft Liability	\$20,000,000	\$20,000,000	0.00%	\$0	
Fire Damage - Any One Fire	\$100,000	\$100,000	0.00%	\$0	
Excess Automobile Liability Off Premises (Excess of \$1M)	\$20,000,000	\$20,000,000	0.00%	\$0	
Excess Employer's Liability, Excluding Disease (Excess of \$1M)	\$20,000,000	\$20,000,000	0.00%	\$0	
Hangar keeper's - Any One Aircraft	\$20,000,000	\$20,000,000	0.00%	\$0	
Hangar keeper's - Any One Occurrence	\$100,000	\$100,000	0.00%	\$0	
Employee Benefits Liability	\$1,000,000	\$1,000,000	0.00%	\$0	
Deductibles:	\$20,000,000	\$20,000,000	0.00%	\$0	
Each Occurrence	No Deductible	No Deductible			
Annual Aggregate	No Deductible	No Deductible			
Hangar keeper's (Each Aircraft / Each Occurrence)	\$1,000	\$1,000	0.00%	\$0	
<b>Total Airport Owners and Operator's Liability Premium:</b>	<b>\$7,651</b>	<b>\$7,651</b>	<b>0.00%</b>	<b>\$0</b>	Three-Year Term (In Year Three). Premium is payable on the program anniversary each of the three years.

## West Michigan Airport Authority

July 1, 2025 to July 1, 2026

### Premium and Rate Analysis

Coverage	24-25 Exposures @ 24-25 Rates	25-26 Exposures @ 25-26 Estimated Rates	% Change		Notes
<b>Airport Property</b>	<b>Travelers</b>	<b>Travelers</b>			
Exposure (TIV)	\$10,383,222	\$10,488,314	1.01%	\$105,092	The carrier applied an inflationary increase to the Total Insured Value (TIV).
Building Deductible (Per Occurrence)	\$2,500	\$2,500	0.00%	\$0	
Rate per \$100 in TIV	\$804	\$844	4.99%	\$40	
<b>Total Airport Property Premium:</b>	<b>\$20,100</b>	<b>\$21,102</b>	<b>4.99%</b>	<b>\$1,002</b>	
Coverage	24-25 Exposures @ 24-25 Rates	25-26 Exposures @ 25-26 Estimated Rates	% Change		Notes
<b>Public Officials and Employment Practice Liability</b>	<b>RPS/Greenwich</b>	<b>RPS/Greenwich</b>			
Limit of Liability	\$5,000,000	\$5,000,000			A slight change in carrier rating enabled this account to qualify for the minimum premium, resulting in a (\$1,485) decrease in the premium.
Exposure (Revenue)	\$764,277	\$814,212	6.53%		
Exposure (Employee Count)	2.00	2.00	0.00%		
Premium	\$7,485	\$6,000	-19.84%	(\$1,485)	
Engineering Fee	\$195	\$195	0.00%	\$0	
<b>Total Public Officials and Employment Practice Liability Premium:</b>	<b>\$7,680</b>	<b>\$6,195</b>	<b>-19.34%</b>	<b>(\$1,485)</b>	
Coverage	24-25 Exposures @ 24-25 Rates	25-26 Exposures @ 25-26 Estimated Rates	% Change		Notes
<b>Cyber Private Enterprise</b>	<b>RPS/State National</b>	<b>RPS/State National</b>			
Cyber Limit & Cyber Extortion Limit	\$1,000,000	\$1,000,000	0.00%		The revenue increased by +6.53% Year Over Year.
Exposure (Revenue)	\$764,277	\$814,212	6.53%		
<b>Total Cyber Premium:</b>	<b>\$2,250</b>	<b>\$2,550</b>	<b>13.33%</b>	<b>\$300</b>	
<b>Total Premium</b>	<b>\$30,492</b>	<b>\$30,309</b>	<b>-0.60%</b>	<b>-\$183</b>	<b>All Premiums Annualized</b>

The above is a summary and comparison only. Please refer to the policy coverage forms for the exact terms and conditions for each program.

West Michigan Regional Airport/West Michigan Airport Authority

**TO:** Members, West Michigan Airport Authority

**RE:** June 2025 airport manager's report

**DATE:** June 5, 2025

**FROM:** Jim Storey, interim airport manager



Activity continues to increase at the airport as the weather warms. Here are items of interest for the airport:

- As the Tulip Time organization reported record attendance this year, activity at the airport reflected that increased interest. The planned Tulip Time fly-in May 3, the first Saturday of the festival, saw sixteen aircraft tie-down at WMRA. The following Saturday, May 10, the Volksparade drew twenty-five aircraft to the airport.
- Beta Technologies and the Board of Public Works are near agreement on an electric service contract which will pave the way for scheduling the start of construction for the aircraft electric charging station. In related news, Beta flew passengers for the first time in one of their aircraft for a landing in New York city.  
<https://link.edgepilot.com/s/92d46c19/2TrreNtvxkaRAKoY7A59NQ?u=https://www.reuters.com/business/aerospace-defense/beta-technologies-conducts-first-all-electric-aircraft-landing-2025-06-03/>
- August 16, a Saturday, will be the annual Wings of Mercy fundraiser and Aviation Day celebration this year. An organizing meeting was held last week with Wings of Mercy leadership, AvFlight staff and Susan Lamar of the Fogg enterprise. It will again be hosted in the Fogg hanger at 1581 So. Washington.
- Apogee Air, a charter company at G.R. Ford Int'l, is hosting a fly-in for Cirrus aircraft on June 21 at WMRA. The company is the Michigan representative for Cirrus. Apogee hosts fly-ins for Cirrus aircraft owners several times a year. Apogee chief pilot expects 10 to 20 aircraft.
- Three separate school organizations have scheduled summer programs at WMRA: Hamilton for sixth graders; Ottawa Intermediate for high schoolers, and West Ottawa middle schoolers. They start June 16 and end July 18.
- Attached is the news release on the installation of the airport's new fuel farm.
- The consultant selection committee heard presentations Monday (June 2) from the two companies seeking the five-year consulting agreement that starts October 1, the committee members are reviewing their draft recommendation report.

Please let me know if you have questions or any other items.

**FOR IMMEDIATE RELEASE**

**Media Contact:**

Grace Heemstra

616-786-4461

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# West Michigan Regional Airport Welcomes New Fuel Farm

*Airport transitions all fuel storage to above-ground tanks in proactive move to reduce environmental risks and prevent service disruptions.*

**HOLLAND, Mich. / June 5, 2025** —The West Michigan Regional Airport (WMRA) announced the completion of a brand new above-ground fuel farm.

The fuel farm's new \$1.2M structure and design increases safety, reduces environmental risk and triples the airport's jet fuel storage capacity. The airport's FBO, Avflight Holland, provided the upgrade.

The previous fuel storage tanks, which resided underground, were installed in the late 1970s and have passed their projected service life.

Fuel farms are groupings of connected fuel storage tanks used for housing and dispensing large quantities of fuel. Despite their age, the underground storage tanks (UST) continuously passed annual safety inspections, but the increased potential for environmental hazards led to their preemptive replacement.

"Our tanks well-exceeded their service life. Over time, the risk of a UST experiencing damaged lines, corrosion and other issues increases," said Jim Storey, interim airport director at WMRA. "Underground tanks are difficult to maintain, and it can be hard to fix potential leaks without removing the entire system. With expert counsel, the team determined the safest option for our visitors, partners and employees was to install a new system. We're grateful for Avflight's continued investment in the airport!"

As a general rule, environmental organizations, like the EPA, recommend above-ground storage tanks instead of USTs due to the ease of identifying and fixing leaks or component failures. Avflight initiated the planning process in 2023, engaging with engineering firms and evaluating the best areas on-property to build the new fuel farm. The FBO finalized plans and broke ground in August 2024.

Along with the above-ground tanks, new area concrete was poured to create a circular drive. This setup allows for easier access to the tanks for fuel deliveries and transportation to the tarmac. The new storage system holds approximately 30,000 gallons of jet fuel and 10,000 gallons of avgas.

For more information about West Michigan Regional Airport, visit **WestMichiganRegionalAirport.com**.