



**Michigan Aeronautics Commission
Meeting Agenda**

**July 17, 2024 – 10:00 a.m.
McKinley Township Hall
1820 US-31
Levering, Michigan 49755**

[Microsoft Teams Meeting Link](#)

Conference Call:1-248-509-0316 ID:828105451#

I. OPENING REMARKS, PLEDGE OF ALLEGIANCE, ROLL CALL

II. WELCOME PRESENTATION

Ryan Bachelor, Airport Director
Pellston Regional Airport

III. AVIATION EDUCATION HIGHLIGHT

Duane Enos, Instructor for Aviation Technology program for Charlevoix-Emmet
Intermediate School District

IV. COMMISSION BUSINESS

A. Minutes of the May 22, 2024 Meeting

B. Request for Approval and Transfer of Appropriated Funds

Airport Sponsor Contracts

- 1. Padgham Field, Allegan (35D)**
- 2. Padgham Field, Allegan (35D)**
- 3. Padgham Field, Allegan (35D)**
- 4. Battle Creek Executive Airport at Kellogg Field, Battle Creek (BTL)**
- 5. Big Rapids, Roben-Hood, Big Rapids (RQB)**
- 6. Big Rapids, Roben-Hood, Big Rapids (RQB)**
- 7. Big Rapids, Roben-Hood, Big Rapids (RQB)**
- 8. Wexford County Airport, Cadillac (CAD)**
- 9. Wexford County Airport, Cadillac (CAD)**
- 10. Wexford County Airport, Cadillac (CAD)**
- 11. Wexford County Airport, Cadillac (CAD)**
- 12. Cheboygan County Airport, Cheboygan (SLH)**
- 13. Cheboygan County Airport, Cheboygan (SLH)**
- 14. Cheboygan County Airport, Cheboygan (SLH)**

15. Cheboygan County Airport, Cheboygan (SLH)
16. Clare Municipal Airport, Clare (48D)
17. Branch County Memorial Airport, Coldwater (OEB)
18. Branch County Memorial Airport, Coldwater (OEB)
19. Gladwin Zettel Memorial Airport, Gladwin (GDW)
20. Gladwin Zettel Memorial Airport, Gladwin (GDW)
21. Oceana County Airport, Hart-Shelby (C04)
22. Hastings Airport, Hastings (9D9)
23. Hastings Airport, Hastings (9D9)
24. Livingston County Spencer J. Hardy Airport, Howell (OZW)
25. Livingston County Spencer J. Hardy Airport, Howell (OZW)
26. Jackson County Airport-Reynolds Field, Jackson (JXN)
27. Schoolcraft County Airport, Manistique (ISQ)
28. Schoolcraft County Airport, Manistique (ISQ)
29. Jack Barstow Municipal Airport, Midland (IKW)
30. Jack Barstow Municipal Airport, Midland (IKW)
31. Jack Barstow Municipal Airport, Midland (IKW)
32. Jack Barstow Municipal Airport, Midland (IKW)
33. Oscoda County Dennis Kauffman Airport, Mio (51M)
34. Oakland/Southwest Airport, New Hudson (Y47)
35. Oakland/Southwest Airport, New Hudson (Y47)
36. Saginaw County H.W. Browne Airport, Saginaw (HYX)
37. Saginaw County H.W. Browne Airport, Saginaw (HYX)
38. South Haven Area Regional Airport, South Haven (LWA)
39. Paul C. Miller Airport, Sparta (8D4)
40. Paul C. Miller Airport, Sparta (8D4)
41. Kirsch Municipal Airport, Sturgis (IRS)
42. Kirsch Municipal Airport, Sturgis (IRS)
43. West Branch Community Airport, West Branch (Y31)

Supplemental Transfers – No Action Required

- i. Abrams Municipal Airport, Grand Ledge (4D0)

C. Airport Loan Program Request

- a. Lowell City Airport (24C)

IV. DIRECTOR'S REPORT

V. COMMISSIONER COMMENTS

VI. PUBLIC COMMENTS

VII. CLOSING

MICHIGAN AERONAUTICS COMMISSION

DRAFT Minutes of Meeting

Big Rapids, Michigan

May 22, 2024

Pursuant to Section 31 of Public Act 327 of 1945, the Commissioners of the Michigan Aeronautics Commission (MAC or Commission) met at the Big Rapids Roben Hood Airport in Big Rapids, Michigan on May 22, 2024.

COMMISSION MEMBERS PRESENT

Dr. Brian Smith, Chair
Benjamin Carter, Vice Chair
Rick Fiddler, Commissioner
Kelly Burris, Commissioner
Russ Kavalhuna, Commissioner
Kevin Jacobs, Designee MDNR
F/Lt. Greg Setla, Designee MSP
Laura Mester, Designee MDOT
Mike Trout, Director
Bryan Budds, Commission Advisor

COMMISSION MEMBERS ABSENT

Major General Bryan Teff, Designee, MDMVA
Alicia Morrison, Commission Analyst

I. OPENING REMARKS, PLEDGE OF ALLEGIANCE, ROLL CALL

The May 22, 2024 MAC meeting was called to order by Chair Brian Smith at 10:00 am.

Chair Smith welcomed all to the meeting and thanked all in attendance.

Chair Smith then asked everyone to join in reciting the Pledge of Allegiance.

Chair Smith asked for a formal roll call. Roll call was taken by Karin Palmer. It was announced five (5) Commissioners were present in person for a quorum.

II. WELCOME PRESENTATION

Steve Schroeder, Airport Manager, Big Rapids Roben-Hood Airport welcomed the Commission and community members present and thanked them for attending. He then spoke about current and future projects taking place at the airport, highlighting a runway extension and the installation of a wildlife fence around the property.

III. AVIATION EDUCATION HIGHLIGHT

Chair Smith called on Steve Reifert, Interim Associate Provost of Academic Operations Dean, Extended and International Operations at Ferris State University to speak about the future of Aviation Education at the University. Steve shared that

the University is in discussion with a Michigan flight school to create a four-year degree in Aviation.

IV. AVIATION PROFESSIONAL OF THE YEAR AWARD – GARY TODD

Chair Smith called on Director Mike Trout. Director Trout presented Gary Todd of the Clare Municipal Airport in Clare with the Aviation Professional of the Year award. Director Trout thanked Gary for his outstanding contribution and sustained excellence serving as the airport's manager for the past decade.

V. COMMISSION BUSINESS

A. 2024 MAC Meeting Schedule Revision

Chair Smith called on Director Trout to present the revised MAC Meeting scheduled for September to October 2, 2024. Chair Smith asked if there were any questions. There were none. He then asked for a motion to approve the schedule adjustment presented. The motion was moved by Commissioner Kelly Burris and seconded by Commissioner Russ Kavalhuna to approve the schedule revision. **All Voted in favor. Chair Smith announced the motion is carried.**

B. Minutes of the March 20, 2024 Meeting

Chair Smith asked if there were any revisions to the minutes of the meeting held on March 20, 2024. There were none. Chair Smith entertained a motion to approve the minutes. The motion was moved by Vice Chair Ben Carter and seconded by Commissioner Russ Kavalhuna to approve the minutes as presented. **All voted in favor. Chair Smith announced the motion is carried.**

C. MAAE Contract Amendment

Chair Smith called on Bryan Buds to present the MAAE Contract Amendment. Chair Smith asked if there were any questions on the contract amendment presented. There were none. Chair Smith entertained a motion to approve the Contract amendment. The motion was moved by Vice Chair Ben Carter and seconded by Commissioner Kelly Burris to approve the contract amendment. **All voted in favor. Chair Smith announced the motion is carried.**

D. Request for Approval of Cherry Capital Airport (TVC) Joint Airport Zoning Ordinance - Airport Approach Plan

Chair Smith called on Jenn Moore, Office of Aeronautics, to present on the Airport Approach Plan for Cherry City Airport. Jenn Moore shared that this request is to redefine the Airport Hazard Area from 6.32 to 10 miles which would closely resemble their airport approach procedures. Jenn Moore shared the Michigan Airport Zoning Act, Act 23 of 1950 as well as maps to show the current and future plans. Chair Smith entertained a motion to approve the Airport Approach Plan presented. The motion was moved by Commissioner Russ Kavalhuna and seconded by Commissioner Rick Fiddler to approve the contract amendment. **All voted in favor. Chair Smith announced the motion is carried.**

E. Request for Approval and Transfer of Appropriated Funds

Chair Smith called on Alissa VanHoof to present the Airport Sponsor Contracts and Supplemental Transfers.

Airport Sponsor Contracts

1. Ann Arbor Municipal Airport, Ann Arbor (ARB)
2. Ann Arbor Municipal Airport, Ann Arbor (ARB)
3. James Clements Airport, Bay City (3CM)
4. Charlevoix Municipal Airport, Charlevoix (CVX)
5. Charlevoix Municipal Airport, Charlevoix (CVX)
6. West Michigan Regional Airport, Holland (BIV)
7. West Michigan Regional Airport, Holland (BIV)
8. Kirsch Municipal Airport, Sturgis (IRS)
9. Oakland County Troy Airport, Troy (VLL)
10. Oakland County Troy Airport, Troy (VLL)
11. West Branch Community Airport, West Branch (Y31)

Supplemental Transfers – No Action Required

1. Greenville Municipal Airport (6D6)
2. Ionia County Airport (Y70)

Chair Smith asked if there were any questions. There were none. He then asked for a motion to approve the Airport Sponsor Contracts and Supplemental Transfers as presented. The motion was moved by Vice Chair Ben Carter and seconded by Commissioner Kevin Jacobs. **All voted in favor. Chair Smith announced the motion is carried.**

IV. DIRECTOR'S REPORT

Chair Smith called on Director Trout to present his Director's Report. Director Trout thanked Steve Schroeder and the Roben-Hood airport for hosting the MAC meeting. He discussed the Fiscal Year 2025 Budget progression and highlighted different aspects of the Aviation Services and Airport Planning Sections. Director Trout announced that he will be retiring and his last day as the Director of the the MAC would be July 5, 2024. He commended the commission for their consistency as they faced challenging times and thank the Commission for its engagement and support over his tenure. Vice Chair Ben Carter commented that the culture is evident in how everyone at the Office of Aeronautics works together. Chair Smith called on Laura Mester to explain the process to backfill the Executive Administrator position. Laura stated that there will be an open competitive interview and the Michigan Civil Service Commission will come up with the interview questions.

V. COMMISSIONER COMMENTS

Chair Smith shared he was pleased to see the Cherry Capital Airport and Cherry Festival Airshow reached an agreement on the Cherry Festival Airshow.

Commissioner Jacobs Shared that May 24 is Aircraft Maintenance Technician Day, in honor of Charles E. Taylor, who was an engine builder and served as mechanic to the Wright brothers. Commissioner Burris thanked the staff and everyone who assisted to make this meeting happen. Commissioner Kavalhuna spoke on multiple topics regarding the leadership of Commission Burris and Director Trout.

VI. PUBLIC COMMENTS

Public comments were provided regarding a concrete crushing plant near Detroit and regarding seaplane operations near Houghton, Michigan.

VII. CLOSING

Chair Smith announced that the next MAC meeting is scheduled for Wednesday, July 17, 2024 at Pellston Regional Airport.

Chair Smith asked for a motion to adjourn. The motion was moved by Vice Chair Carter and seconded by Commissioner Burris.

The meeting was adjourned at 11:29 am

Brian Smith, Chair

Michael G. Trout, Director

MICHIGAN AERONAUTICS COMMISSION
July 17, 2024
REQUEST FOR APPROVAL AND TRANSFER OF APPROPRIATED
FUNDS UNDER THE AIRPORT DEVELOPMENT PROGRAM

Airport	Concept #	Project Description	BIL	Entitlement	Apportionment	Discretionary	State	Local	Total
Allegan Padgham Field	216161	Construct Taxi Lane (Capacity) for T- Hangar-Construction		\$166,094			\$3,985	\$3,986	\$174,065
Allegan Padgham Field	217057	Construct/Modify/Improve/Rehab Hangar-6 Unit T-Hangar Building- Construction	\$448,000				\$24,889	\$191,514	\$664,403
Allegan Padgham Field	219479	Construct/Modify/Improve/Rehab Hangar-6 Unit T-Hangar Foundation- Construction		\$378,273			\$21,016	\$111,997	\$511,286
Battle Creek Battle Creek Executive	220423	Rehabilitate Contract Tower- Structural Improvements- Construction	\$350,000						\$350,000
Big Rapids Roben-Hood	217029	Extend Runway-9 (to 5,000') - Design				\$289,737	\$16,096	\$16,097	\$321,930
Big Rapids Roben-Hood	217032	Extend Runway-9 (to 5,000') (540' x 75')-Construction		\$233,263		\$1,537,263	\$98,363	\$98,363	\$1,967,252
Big Rapids Roben-Hood	221232	Extend Runway-9 (to 5,000') (160' x 75')-Construction	\$448,000				\$24,889	\$24,889	\$497,778
Cadillac Wexford County	125172	Const/Improve/Rehab/Mod Hangar- 4-Unit T-Hangar-Design	\$36,000				\$2,000	\$2,000	\$40,000
Cadillac Wexford County	201995	Rehabilitate Taxi Lane-West T-Hangar (821'x25' and 190'x7')-Construction		\$219,160			\$10,020	\$10,020	\$239,200
Cadillac Wexford County	214222	Rehabilitate Taxiway-A (300' x 35')- Construction		\$208,612			\$11,590	\$11,590	\$231,792
Cadillac Wexford County	218111	Construct/Modify/Improve/Rehab Hangar-Apron Pavement- Construction	\$170,965				\$9,498	\$9,498	\$189,961

MICHIGAN AERONAUTICS COMMISSION
July 17, 2024
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Airport	Concept #	Project Description	BIL	Entitlement	Apportionment	Discretionary	State	Local	Total
Cheboygan Cheboygan County	209515	Install Rwy Vert/Visual Guide System-Replace PAPI and REIL, Runways 10 and 28-Construction	\$156,785				\$8,710	\$8,711	\$174,206
Cheboygan Cheboygan County	214086	Rehabilitate Airport Beacon-N/A	\$57,266				\$3,182	\$3,182	\$63,630
Cheboygan Cheboygan County	219901	Reconstruct Rwy Lighting-10/28 including guidance signs- Construction		\$436,945			\$16,519	\$16,519	\$469,983
Cheboygan Cheboygan County	219905	Install Misc NAVAIDS-Replace Primary Windcone-Construction	\$28,636				\$1,481	\$1,480	\$29,597
Clare Clare Muni	215914	Install Rwy Vert/Visual Guide System-Runway 4-22 LED PAPIs (4- box)-Design	\$39,377				\$2,188	\$2,188	\$43,753
Coldwater Branch County Memorial	125537	Rehabilitate Taxiway-B and F East- Design	\$22,149				\$1,230	\$1,231	\$24,610
Coldwater Branch County Memorial	220142	Reconstruct Taxiway-Hangar-Design	\$39,528				\$2,196	\$2,196	\$43,920
Gladwin Gladwin Zettel Muni	125453	Install Weather Reporting Equipment-Site Preparation for AWOS III P/T-Construction		\$147,325					\$147,325
Gladwin Gladwin Zettel Muni	132457	Construct/Modify/Improve/Rehab Hangar-4-Unit T-Hangar-Design	\$57,780				\$3,210	\$3,210	\$64,200
Hart/Sheby Oceana County	213624	Obstruction Marking/Lighting/Removal (Non- Hazard)-Runway 9/27 Part 77 Primary Surface Grading-Design	\$31,050				\$1,725	\$1,725	\$34,500
Hastings Hastings	125112	Const/Rehab Non-Rev Park Lot (NH, MAP_NP)-Terminal-Construction		\$211,954			\$11,776	\$11,776	\$235,506

MICHIGAN AERONAUTICS COMMISSION
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Airport	Concept #	Project Description	BIL	Entitlement	Apportionment	Discretionary	State	Local	Total
Hastings Hastings	125152	Construct Terminal Bldg (standards)- New Terminal-N/A	\$1,604,932				\$42,235	\$280,971	\$1,928,138
Howell Livingston County-Spencer J. Hardy	125336	Const/Rehab/Mod/Exp SRE Building-New SRE building-Design		\$100,451					\$100,451
Howell Livingston County-Spencer J. Hardy	220166	Const/Rehab/Mod/Exp SRE Building-Site Improvements -Design		\$23,175					\$23,175
Jackson Jackson Cnty - Reynolds Fid	220251	Rehabilitate Contract Tower-Partial Curtain Wall Replacement (1,320 SFT)-N/A	\$350,788				\$19,488	\$19,489	\$389,765
Manistique Schoolcraft County	219095	Obstruction Marking/Lighting/Removal (Non- Hazard)-Rwys 10 & 1 (Parcels E9, E10 & E19)-Construction		\$213,369			\$2,595	\$2,595	\$218,559
Manistique Schoolcraft County	219096	Obstruction Marking/Lighting/Removal (Non- Hazard)-Rwy 28 (Parcel E11)- Construction		\$120,429			\$6,690	\$6,691	\$133,810
Midland Jack Barstow	211581	Obstruction Marking/Lighting/Removal (Non- Hazard)-Runway 6 (45 acres On- Airport) - AIP portion-Construction		\$415,035			\$14,976	\$14,976	\$444,987
Midland Jack Barstow	219334	Rehabilitate Runway-6/24 Paint Marking-Construction		\$21,199					\$21,199
Midland Jack Barstow	221001	Obstruction Marking/Lighting/Removal (Non- Hazard)-Runway 6 (45 acres On- Airport) - BIL portion-Construction	\$57,208				\$3,179	\$3,178	\$63,565
Midland Jack Barstow	221371	Obstruction Marking/Lighting/Removal (Non- Hazard)-Rwy 6/24 Wetland and Floodplain permitting-Environmental	\$47,960				\$2,664	\$2,665	\$53,289

MICHIGAN AERONAUTICS COMMISSION
July 17, 2024
REQUEST FOR APPROVAL AND TRANSFER OF APPROPRIATED
FUNDS UNDER THE AIRPORT DEVELOPMENT PROGRAM

Airport	Concept #	Project Description	BIL	Entitlement	Apportionment	Discretionary	State	Local	Total
Mio Oscoda County Dennis Kauffman Memorial	221173	Seal Rwy Pavement Surface/Joints- including Paint Marking-Design		\$11,380					\$11,380
New Hudson Oakland Southwest	209232	Obstruction Marking/Lighting/Removal (Non- Hazard)-Runway 8/26 Approach Clearing on Airport Property-Design		\$29,800					\$29,800
New Hudson Oakland Southwest	221169	Obstruction Marking/Lighting/Removal (Non- Hazard)-Wetland Permit for Runway 8/26 Approach Clearing- Environmental		\$90,439					\$90,439
Saginaw Saginaw County H. W. Browne	201904	Reconstruct Taxiway Lighting-A- Design	\$47,817				\$2,656	\$2,657	\$53,130
Saginaw Saginaw County H. W. Browne	201907	Rehabilitate Taxiway-A (to meet TDG 2A)-Design	\$19,575				\$1,088	\$1,087	\$21,750
South Haven South Haven Area Rgnl	124923	Reconstruct Taxiway-B (to TDG 1A/1B)-Design	\$54,240				\$3,013	\$3,014	\$60,267
Sparta Paul C. Miller-Sparta	213245	Construct Taxiway (standards)- Connectors-Design	\$37,080				\$2,060	\$2,060	\$41,200
Sparta Paul C. Miller-Sparta	218116	Rehabilitate Taxiway-(300' x 35')- Design	\$8,750				\$375	\$375	\$7,500
Sturgis Kirsch Muni	209049	Rehabilitate Taxiway-Taxilanes #5, 6-Construction		\$252,250			\$14,014	\$16,781	\$283,045
Sturgis Kirsch Muni	220603	Rehabilitate Apron-tinerant- Construction		\$89,137			\$3,754	\$3,754	\$96,645

MICHIGAN AERONAUTICS COMMISSION
July 17, 2024
REQUEST FOR APPROVAL AND TRANSFER OF APPROPRIATED
FUNDS UNDER THE AIRPORT DEVELOPMENT PROGRAM

Airport	Concept #	Project Description	BIL	Entitlement	Apportionment	Discretionary	State	Local	Total
West Branch West Branch Community	128484	Install Rwy Vert/Visual Guide System-Rwy 9/27 PAPIs-Design	\$35,397				\$1,966	\$1,967	\$39,330
Grand Total:			4,145,283.00	3,368,290.00	0.00	1,827,000.00	\$395,316	\$894,432	\$10,630,321

DATE: June 6, 2024

TO: Dr. Brian R. Smith, Chairperson
Michigan Aeronautics Commission

FROM: Mike Trout, Director
Michigan Aeronautics Commission

SUBJECT: Supplemental Transfer
Abrams Municipal (4D0)
Grand Ledge, Michigan
JN 218975/JN 209026

Pursuant to Guidance Document 10108 regarding Supplemental Transfers effective January 26, 2001, the following supplemental transfer to adjust the total transfer amount by 2% of the total job (which includes two job numbers 209026 and 218975) is approved as indicated.

The original description is presented as follows:

Reconstruct Airport Beacon – CON

This is to add sole source equipment that the airport purchased for the Beacon.

	Federal	State	Local	Total
Increase in Funds	\$ 10,610	\$ 590	\$ 589	\$ 11,789
Original Funds	\$ 557,226	\$ 13,799	\$ 13,801	\$ 584,826
Total Transfer	\$ 567,836	\$ 14,389	\$ 14,390	\$ 596,615

The adjustment in funds is supplemental to the original transfer approved by the Michigan Aeronautics Commission at its meeting of January 25, 2024.

Submitted by: **Alissa K VanHooft**
Digitally signed by: Alissa K VanHooft
DN: CN = Alissa K VanHooft email = VanHooftA@midmichigan.gov C = US O = MDOT OU = Office of Aeronautics
Date: 2024.06.07 08:11:01 -04'00'
Manager, Airport Planning & Development Section

Approved by: **Michael G. Trout**
Digitally signed by: Michael G. Trout
DN: CN = Michael G. Trout email = troutm1@midmichigan.gov C = US O = Aeronautics OU = MDOT
Date: 2024.06.11 07:50:30 -04'00'
Director, Michigan Aeronautics Commission

cc: Alicia Morrison (original)
Zach Bormet
Elyse Lower
Sue Payne
Jean-Thierry Rouvelin



STATE OF MICHIGAN
MICHIGAN AERONAUTICS COMMISSION
LANSING



GRETCHEN WHITMER
GOVERNOR

DATE: July 10, 2024

TO: Dr. Brian Smith, Chairperson
Michigan Aeronautics Commission

FROM: Bryan Budds, Deputy Administrator
MDOT Office of Aeronautics

SUBJECT: Lowell City Airport, Lowell (24C)
Airport Loan Request

Issue Statement

The Lowell City Airport Authority, sponsor for Lowell City Airport, is requesting a loan of \$72,000 for a runway resurfacing and paint marking project. The total cost of this runway resurfacing and paint marking project is \$80,000.

Discussion

As a sponsor not eligible for federal airport development assistance, the Lowell City Airport Authority is proactively seeking to maximize its local resources to complete this project utilizing the Michigan Aeronautics Commission Airport Development Loan Program. The Lowell City Airport Authority will administer this project and will fund the repayment of the loan utilizing airport resources. Utilization of the Airport Development Loan will allow for expedited completion of this project and allow this project to improve the Airport's ability to continue serving the aviation system and the local community.

If approved by Michigan Aeronautics Commission, this loan request will be forwarded to the Michigan Department of Treasury for determination that the Sponsor is in material compliance with the financial criteria necessary to receive this loan. The sponsor will have ten years to repay the loan and the 2024 calendar year interest rate is 4 percent.

Recommendation

It is recommended that the Michigan Aeronautics Commission approve the loan.

Bryan Budds

Digitally signed by: Bryan Budds
DN: CN = Bryan Budds email =
BuddsB@michigan.gov C = US O =
MDOT OU = Office of Aeronautics
Date: 2024.07.10 13:05:19 -04'00'

Bryan Budds
Deputy Administrator
MDOT-Office of Aeronautics

Dr. Brian Smith, Chairperson • Benjamin Carter, Vice Chairperson
• Kelly Burris • Rick Fiddler • Russ Kavalhuna
Brad Wieferich • Colonel James F. Grady II • Maj. Gen. Paul Rogers • Scott Bowen