



Michigan Aeronautics Commission Meeting Agenda

October 2, 2024 – 10:00 a.m.
Eagle Crest Marriot
Main Auditorium 1
1275 South Huron Street
Ypsilanti, Michigan 48197

[Microsoft Teams Meeting Link](#)

Conference Call:1-248-509-0316 ID: 545 510 261#

I. OPENING REMARKS, PLEDGE OF ALLEGIANCE, ROLL CALL

II. AVIATION EDUCATION HIGHLIGHT

Eastern Michigan University Aviation Program

III. COMMISSION BUSINESS

A. Minutes of the July 17, 2024, Meeting

B. Request for Approval and Transfer of Appropriated Funds

Airport Sponsor Contracts

1. James Clements Municipal Airport, Bay City (3CM)
2. Branch County Memorial Airport, Coldwater (OEB)
3. Oceana County Airport, Hart/Shelby (C04)
4. Oceana County Airport, Hart/Shelby (C04)
5. Gogebic Iron County Airport, Ironwood (IWD)
6. Marlette Township Airport, Marlette (77G)
7. Marlette Township Airport, Marlette (77G)
8. Luce County Airport, Newberry (ERY)
9. Jerry Tyler Memorial Airport, Niles (3TR)
10. South Haven Area Regional Airport, South Haven (LWA)
11. Statewide Pavement Condition Index (PCI) Program

Supplemental Transfer >15% of Original Transfer

1. Mackinac Island Airport, Mackinac Island (MCD)

Supplemental Transfers <15% of Original Transfer – No Action Required

1. Beaver Island Airport, Beaver Island (SJX)
2. Jackson County Reynolds Field, Jackson (JXN)
3. Linden Prices Airport, Linden (9G2)

C. Establishment of Election Nominating Committee

IV. DIRECTOR'S REPORT

V. MAC AWARDS OF EXCELLENCE

VI. COMMISSIONER COMMENTS

VII. PUBLIC COMMENTS

VIII. CLOSING

MICHIGAN AERONAUTICS COMMISSION

DRAFT Minutes of Meeting

Pellston, Michigan

July 17, 2024

Pursuant to Section 31 of Act 327 of the Public Acts of 1945, the Commissioners of the Michigan Aeronautics Commission (MAC or Commission) met at McKinely Township Hall in Levering, Michigan on July 17, 2024.

COMMISSION MEMBERS PRESENT

Benjamin Carter, Vice Chair
Rick Fiddler, Commissioner
Russ Kavalhuna, Commissioner
Kevin Jacobs, Designee MDNR
Capt. Greg Setla, Designee MSP
Laura Mester, Designee MDOT
Major General Bryan Teff, Designee, MDMVA
Bryan Budds, Commission Advisor

COMMISSION MEMBERS ABSENT

Dr. Brian Smith, Chair
Kelly Burris, Commissioner
Alicia Morrison, Commission Analyst

I. OPENING REMARKS, PLEDGE OF ALLEGIANCE, ROLL CALL

The July 17, 2024, MAC meeting was officially called to order by Vice Chair Ben Carter at 10:00 am.

Laura Mester introduced Bryan Budds as the new Director of the Office of Aeronautics and Michigan Aeronautics Commission, replacing Mike Trout who retired in July, effective Monday, July 22.

Vice Chair Ben Carter welcomed all to the meeting and thanked all in attendance.

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

Vice Chair Carter 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.

WELCOME PRESENTATION

Vice Chair Carter called on Ryan Bachelor, Airport Director, Pellston Regional Airport, who welcomed the Commission and community members present and thanked them for attending. Ryan shared general information about Pellston Airport including services offered and information on current and future projects.

AVIATION EDUCATION HIGHLIGHT

Vice Chair Carter called on Duane Enos, Instructor, Aviation Technology Program, Charlevoix-Emmet Intermediate School District. Duane Enos spoke about the Aviation Technology program which currently meets on Pellston Airport Property.

II. COMMISSION BUSINESS

A. Minutes of the May 22, 2024, Meeting

- a. Vice Chair Carter asked if there were any revisions to the minutes of the meeting held on May 22, 2024. There were none. Vice Chair Carter entertained a motion to approve the minutes. The motion was moved by Commissioner Russ Kavalhuna and seconded by Commissioner Laura Mester to approve the minutes as presented. **All voted in favor. Vice Chair Carter announced the motion is carried.**

B. Request for Approval and Transfer of Appropriated Funds

Vice Chair Carter called on Elyse Lower to present the Airport Sponsor Contracts and Supplemental Transfers.

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)
44. Wayne County Airport Authority Blanket Transfer (DTW)
- 45. Wayne County Airport Authority Blanket Transfer (YIP)**

Supplemental Transfers — No Action Required
Abrams Municipal Airport, Grand Ledge (4D0)

Vice Chair Carter asked if there were any questions. There were none. He then asked for a motion to approve the Airport Sponsor Contracts, Items 1-45 as presented. The motion was moved by Commissioner Kavalhuna and seconded by Commissioner Teff. **All voted in favor. Vice Chair Carter announced the motion is carried.**

C. Airport Loan Program Request

Vice Chair Carter called on Elyse Lower to present the Airport Loan Request from Lowell City Airport (24C).

Airport Loan Program Request

1. Lowell City Airport (24C)

Vice Chair Carter asked if there were any questions. There were none. He then asked for a motion to approve the Airport Loan Program Request as presented. The motion was moved by Commissioner Jacobs and seconded by Commissioner Russ Kavalhuna. **All voted in favor. Vice Chair Carter announced the motion is carried.**

IV. DIRECTOR'S REPORT

Chair Smith called on Bryan Budds to present the Director's Report. Bryan Budds discussed the fiscal year (FY) 2024 program update, as well as the FY 2025 budget progression. Interim Director Budds gave an overview of key items the Office of Aeronautics is currently working on and a brief overview of future opportunities.

V. COMMISSIONER COMMENTS

Commissioner Russ Kavalhuna thanked Commissioner Laura Mester and Chair Brian Smith for selecting Bryan Budds to be the next director and congratulated Bryan.

VI. PUBLIC COMMENTS

No public comments were made.

VII. CLOSING

Vice Chair Carter announced the next MAC meeting is scheduled for Wednesday, October 2 at Ann Arbor Marriott Ypsilanti at Eagle Crest in Ypsilanti, Michigan in conjunction with the Michigan Association of Airport Executives fall conference.

The meeting was adjourned at 11:39 am.

Brian Smith, Chair

Bryan Budds, Interim Director

MICHIGAN AERONAUTICS COMMISSION
October 02, 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
Bay City James Clements Muni	132279	Obstruction Marking/Lighting/Removal (Non- Hazard)-Rwy 18 (E12)-Construction		\$169,890			\$9,439	\$9,439	\$188,768
Coldwater Branch County Memorial	221921	Reconstruct Taxiway-F East-Design		\$18,000			\$1,000	\$1,000	\$20,000
Hart/Shelby Oceana County	129111	Acquire Easement for Approaches- Rwy 9 (Parcel E19)-Land Acquisition	\$331,503				\$18,417	\$19,090	\$369,010
Hart/Shelby Oceana County	205274	Acquire Easement for Approaches- Rwy 9/27 (Parcel E20)-Land Acquisition		\$92,993					\$92,993
Ironwood Gogebic-Iron County Airport	201204	Conduct/Update MP study-ALP & Narrative Report-Planning	\$550,266				\$14,481	\$14,481	\$579,228
Marlette Marlette Township	128916	Rehabilitate Taxiway-A (AIP-funded split portion)-Construction		\$431,418			\$19,687	\$19,688	\$470,793
Marlette Marlette Township	220525	Rehabilitate Taxiway-B (BIL-funded split portion)-Construction	\$276,732				\$15,374	\$15,375	\$307,481
Newberry Luce County	221555	Reconstruct Rwy Lighting-Runway 11/29 Including Signs (Phase 2)- Design		\$17,820			\$990	\$990	\$19,800
Niles Jerry Tyler Memorial	125688	Obstruction Marking/Lighting/Removal (Non- Hazard)-Rwy 33 Phase 1-Design		\$55,511			\$1,837	\$1,838	\$59,186
South Haven South Haven Area Rgnl	211944	Obstruction Marking/Lighting/Removal (Non- Hazard)-Rwy 23-Design		\$43,118			\$2,395	\$2,396	\$47,909
Statewide Statewide-Local	221848	Conduct/Update Misc Study-2024 PCI Surveys-N/A					\$291,615		\$291,615

MICHIGAN AERONAUTICS COMMISSION
October 02, 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
		Grand Total:	1,158,501.00	828,750.00	0.00	0.00	\$375,235	\$84,297	\$2,446,783

MICHIGAN AERONAUTICS COMMISSION
October 02, 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
Supplemental Transfers (>15% of Original Transfer)									
Mackinac Island	125716	Construct/Exp/Imp/Rehab Building- Box Hangar & Sitework-Design		\$23,500					\$23,500
Mackinac Island									
		Grand Total:	0.00	23,500.00	0.00	0.00			\$23,500



OFFICE MEMORANDUM

DATE: August 5, 2024

TO: Dr. Brian Smith, Chairman
Michigan Aeronautics Commission

FROM: Bryan Budds, Director
Michigan Aeronautics Commission

SUBJECT: Supplemental Transfer
Beaver Island Airport
Beaver Island, Michigan

Pursuant to Guidance Document 10108 regarding Supplemental Transfers effective January 26, 2001, the following supplemental transfer adjusts the project budget to transfer funds within one federal project between state job numbers to reflect actual work performed.

The original description is presented as follows:

B-26-0090-2821Obstruction Marking/Lighting/Removal (Non-Hazard)-Rwy 27 (Parcels E7 and E8)-Construction

This is to adjust the project based on project costs that came in lower than expected and to release 2021 funds for another project.

	Federal	State	Local	Total
Decrease in Funds	\$ (8,500.00)	\$0	\$0	\$ (8,500.00)
Original Funds	\$ 90,760.00	\$0	\$0	\$ 90,760.00
Total Transfer	\$82,260.00	\$0	\$0	\$82,260.00

The total Federal, State, and Local funding decreased to reflect the actual amounts billed as part of this federal project. This is supplemental to the original transfer approved by the Michigan Aeronautics Commission at its meeting of May 24, 2023.

Submitted by: **Alissa K VanHoof**
Digitally signed by: Alissa K VanHoof
 DN: CN = Alissa K VanHoof email = VanHoofA@michigan.gov
 C = US O = MDOT OU = Office of Aeronautics
 Date: 2024.08.05 08:19:49 -04'00'

 Manager, Airport Planning and Development Section

Approved by: **Bryan F. Budds**
Digitally signed by: Bryan F. Budds
 DN: CN = Bryan F. Budds email = buddsb@michigan.gov C = US O = MDOT OU = Office of Aeronautics
 Date: 2024.08.08 14:13:47 -04'00'

 Director, Michigan Aeronautics Commission

cc: Alicia Morrison (original) Sue Payne
 Elyse Lower JT Rouvelin
 Paige Luft Alissa VanHoof

DATE: July 22, 2024

TO: Dr. Brian Smith, Chairman
Michigan Aeronautics Commission

FROM: Bryan Budds, Director
Michigan Aeronautics Commission

SUBJECT: Supplemental Transfer
Jackson County – Reynolds Field
Jackson, Michigan

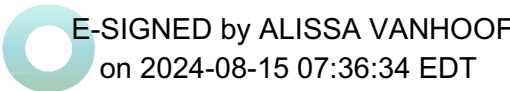
Pursuant to Guidance Document 10108 regarding Supplemental Transfers effective January 26, 2001, the following supplemental transfer adjusts the project budget to transfer funds within one federal project between state job numbers to reflect actual work performed.

The original description is presented as follows:

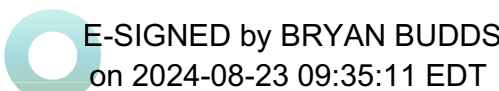
B-26-0051-5022 Rehabilitate Taxiway B including Lighting & Signs (Section Only) Obstruction Removal - Runway 25 (Parcels E112-E116); Rehabilitate Taxilane - East Hangar Area - Design

	Federal	State	Local	Total
Decrease in Funds	\$ (28,574.00)	\$(1,588.00)	\$ (1,587.00)	\$(31,749.00)
Original Funds	\$ 76,036.00	\$4,224.00	\$4,225.00	\$84,485.00
Total Transfer	\$47,462.00	\$2,636.00	\$2,638.00	\$52,736.00

The total Federal, State, and Local funding decreased to reflect the actual amounts billed as part of this federal project. The decrease in budget was based on a decision by the airport to stop the design of the Rehabilitate Taxilane - East Hangar Area - Design. The work done up until the decision to stop work will be paid back by the airport with local funds. This is supplemental to the original transfer approved by the Michigan Aeronautics Commission at its meeting of May 25, 2022 and July 20, 2022.

Submitted by: 

 Manager, Airport Planning and Development Section

Approved by: 

 Director, Michigan Aeronautics Commission

cc: Alicia Morrison (original) Sue Payne
 Elyse Lower JT Rouvelin
 Paul Nicastrì Alissa VanHoof



OFFICE MEMORANDUM

DATE: 8/30/2024

TO: Dr. Brian Smith, Chairman
Michigan Aeronautics Commission

FROM: Bryan Budds, Director
Michigan Aeronautics Commission

SUBJECT: Supplemental Transfer
Linden, Price's Airport
Linden, Michigan

Pursuant to Guidance Document 10108 regarding Supplemental Transfers effective January 26, 2001, the following supplemental transfer adjusts the project budget by 2.56% is approved as indicated.

The original description is presented as follows:

Rehabilitate Runway 9/27 and Taxiway A

This is to adjust the project costs based on final bids up to the max allocation.

	FRF	State	Local	Total
Increase in Funds	\$ 12,510.00	\$0	\$0	\$ 12,510.00
Original Funds	\$ 487,490.00	\$0	\$0	\$ 487,490.00
Total Transfer	\$500,000.00	\$0	\$0	\$500,000.00

This is supplemental to the original transfer approved by the Michigan Aeronautics Commission at its meeting of March 20, 2024.

Alissa K VanHoof
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Submitted by: _____
 Manager, Airport Planning and Development Section

Bryan F. Budds
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 Date: 2024.09.03 09:51:40 -04'00'

Approved by: _____
 Director, Michigan Aeronautics Commission

cc: Alicia Morrison (original) Sue Payne
 Elyse Lower JT Rouvelin
 Laura Wise Alissa VanHoof