

Gaylord Regional Airport Advisory Committee (AAC)  
May 12, 2009  
Gaylord Regional Airport

**Minutes**

Members Present: Mike Deerfield, Josh Kent, Jeff Ratcliffe (1:25), Steve Johnson, Dan Wagar, Pat McNamara, Paul Liss (ex-officio), Matt Barresi (Director)

Members Absent: Mike Fernandez, Wally McCoy

The meeting was called to order at 1:16 p.m.

Motion by McNamara, support by Johnson to approve the minutes of the April 22, 2009 meeting as presented. Ayes all.

Airport Director's Report. Barresi reported on: Bill Muzyl's hangar has proper electrical service; Jans's Deli has started the food service; The Observation Balcony is now open; Island Air is set to give rides June 6th; Island Air's customers have some concerns about the price increase of 50% over the trip from Charlevoix - Matt is working on closing that gap; North Country Aviation has a new flight service to Mackinac Island, 4 people, six hours on the Island for \$125 per person; Met with MDOT Aeronautics staff to go over projects including business/master plan and SRE building.

Subcommittee Reports:

- Terminal Furnishings. Barresi reported that the TV has been installed in the Pilots Lounge and the furniture has been ordered.
- Annexation. Ratcliffe indicated that the subcommittee had not been able to meet. Barresi indicated that the County wanted a response by Thursday. Consensus that this issue was going to take time to evaluate. Discussion of issues involved included terms and conditions being considered by the City, costs to County and hangar owners, and legal ramifications. Johnson indicated that it would be useful to find out how this has been handled in other communities. Barresi was asked to inquire to MDOT regarding other communities where a county airport has been annexed into an adjacent City. Deerfield indicated that we should also hold a stakeholders meeting once we have a better understanding of the issues. Liss indicated that he did not see a need to have this resolved by Thursday and that the amount of time needed to look at these issues should be provided.
- EAA. Deerfield reported that McCoy has indicated that the Loon Golf Course has agreed to donate a golf cart to the airport for use on the ramp.

Planning Discussion:

- Deerfield reviewed the AAC planning priorities list.
- Business/Master Plan. Barresi indicated that MDOT was luke-warm to our preparing a plan, but acknowledged that it was our decision on how to spend our funds. Deerfield asked how soon we would have access to the funding for this project. Barresi indicated that he needed to talk to URS. Ratcliffe recommended that we issue a Request for Qualifications and interview potential consultants. He indicated that URS may very well have the expertise we need, that we need to make sure we have a firm that will assist us to get a plan that is usable to us and not a boiler plate or a regurgitation of what we tell them.
- Increasing Operations. Barresi indicated that he is going to wait until Island Air is operational to submit our enplanements data to MDOT so that it can be counted.
- Airport Improvements. Barresi indicated he is getting a quote on the putting green, has gotten the okay from the Road Commission to remove the word "Private" from the Aero Drive street sign, has installed a sign indicating that the public is welcome, had MDOT change course on the planned relocation of the AWOS as part of the 2009 runway project and now says it can't be done as part of the project, but that they will split the \$8,000 cost with the county, and he and John are still working through the federal red tape regarding the MDNR hangar. Discussion regarding the KGLR web site. The Controller hosted site is

generating inquiries and Barresi felt it needed to be updated with more content added. Ratcliffe suggested looking at the e-mail inquiries to see if there was certain information that was frequently requested and have Controller add that information to the site. He also cautioned against making it too glitzy. Deerfield indicated that we should make sure it is cross linked to a number of sites. Deerfield indicated that he felt the AAC was up to speed on the AIP and verified that the airport development standards were in place and being followed. He also asked that the long term parking policy be added to the planning list.

- Flight Training. Deerfield reviewed this item with brief discussion of activity and referrals to Mike Head.
- Financial Management. Ratcliffe handed out a 3-year financial comparison for the airport. He indicated that he planned to spread the financials from several similar airports for comparison.

#### Open Discussion

Meeting adjourned at 2:35 pm. The next regular meeting will be June 9, 2009 at 1:00 p.m.