



**BOYNE CITY
AIRPORT ADVISORY BOARD
MEETING**

Thursday, October 24, 2013 at 5:30 p.m.
Terminal Building Lobby
Boyne City Municipal Airport
1040 East Main Street



*Scan QR code or go to
www.cityofboynecity.com
click on board's
commissions for complete
agenda packets & minutes
for each board*

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. ROLL CALL
 - Excused Absences
3. READING AND APPROVAL OF MINUTES
 - Approval of the September 19, 2013 meeting minutes
4. CORRESPONDENCE
5. CITIZENS COMMENTS (non-agenda items)
6. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
7. UNFINISHED BUSINESS
 - A. Hangar Inquires/Leasing
 - D-12 rented as of 10-18-2013
 - C-19 (with garage) John Ramsey (in garage only)-still available
 - Leak repair-fixed
 - B. Boat trailer revenue
 - \$207.20 Airport
 - \$310.80 Marina
8. NEW BUSINESS
 - A. Election of Officers
 - Chair
 - Vice Chair
 - Secretary
 - B. Suggestion to add "return keys" to page 3/K Vacating premises
 - C. Delinquent hangar rental and fuel bill
 - D. Permit for commercial use/Jarema
 - E. Adoption of 2014 calendar
9. GOOD OF THE ORDER
 - Fuel Price \$5.54 per gallon as of September 30, 2013
10. ANNOUNCEMENTS
 - The next regular Airport Advisory Board meeting is scheduled for Thursday, January 23, 2014
11. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance: Cindy Grice, Clerk/Treasurer, 319 North Lake St., Boyne City, MI 49712; 231-582-0334

Mission Statement:

- *To enhance the economy of Boyne City by providing a safe, inviting transportation alternative for citizens, manufacturers and visitors.*

ATTENDANCE RECORD												
Member	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Richard Bouters	P	P	P	P	P							
Ed Hennessey	P	P	E	P	P							
Jerry Schmidt	P	E	P	P	P							
Roger Reynolds	P	P	P	E	P							
Oral Sutliff	P	E	p	P	P							

P=Present
 A=Absent
 E=Excused
 X=Meeting canceled

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 Cindy Grice, City Clerk/Treasurer, 319 North Lake Street, Boyne City, MI 49712
 (231) 582-0334*



Approved: _____

**MEETING OF
SEPTEMBER 19, 2013**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE
BOYNE CITY AIRPORT ADVISORY BOARD HELD SEPTEMBER 19,
2013**

CALL TO ORDER

Vice Chair Schmidt called the meeting to order at 5:30 p.m. followed by the pledge of allegiance.

ROLL CALL

Present: Richard Bouters, Ed Hennessey, Jerry Schmidt, Oral Sutliff and Bud Chipman*

ATTENDANCE

Absent: Rod Cortright*, Jim Kozlowski*, Leon Jarema* Larry Trumble* and Roger Reynolds (arrived at 5:40 pm)
*Ex Officio Members

Staff: Airport Manager/City Manager Michael Cain

EXCUSED ABSENCES

None

**APPROVAL OF MINUTES
MOTION**

Sutliff moved Hennessey seconded PASSED UNANIMOUSLY to approve the August 29, 2013 minutes as pending corrections.

CORRESPONDENCE

None

UNFINISHED BUSINESS

Hangar Inquires/Leasing:

- **A-14** (with garage) rented as of October 1, 2013.
- **C-19** (with garage) John Ramsey in garage only. Someone is interested in renting this hangar and would like to make some improvements at their expense. The board will review any changes when they are presented after a lease is in place.
- **Leak Repair:** Hangar C17 has some water leaking from the roof. The City Maintenance Supervisor will make repairs. Also identified was a need to repair or replace the seal at the bottom of the hangar door. The Maintenance Supervisor will check into this as well.

Tie Down Fees: After discussion regarding the Tie-Down fees at the airport, **Schmidt moved, Sutliff seconded PASSED UNANIMOUSLY** to recommend to the City Commission the following changes to the Tie-Down fee schedule: 1) Increase the Overnight Airplane parking from current \$3.00/night to \$5.00/night. 2.) To charge a rate of \$30.00/ month for airplane parking on all tie-down surfaces (grass and/or ramp).

Drag Race Revenue: The board reviewed the revenue sheet (received and filed).

NEW BUSINESS

Safety Seminar: Tuesday October 15th at 6:00 pm Airport Terminal. E-mail notification of this event will go out on October 1, 2013 from the FAA.

Recreation Trail Trailhead: A proposal is in progress to establish a Recreational Trail on the old railroad right of way between Boyne City and Boyne Falls. This proposal includes having the trailhead begin at the entrance to the Airport. Reconfiguration of parking, terminal entry to restrooms and terminal security will be required. The Airport Board will review plans as they are presented.

Courtesy Vehicle: A courtesy vehicle is now available for airport use as a crew car and will be at the airport until spring.

GOOD OF THE ORDER

- AV Fuel price \$5.76 per gallon as of August 26, 2013
-

**ANNOUNCEMENTS
NEXT MEETING**

The next regular Airport Advisory Board meeting is scheduled for Thursday, October 24, 2013 at 5:30 in the Airport Terminal.

Richard Bouters has successfully completed the requirements and is now certified as an Assistant Airport Manager for the Boyne City Municipal Airport. (See attached).

ADJOURNMENT

Chair Reynolds adjourned the Airport Advisory Board meeting at 6:30p.m.

Richard L. Bouters

Licensee shall ensure that the performance of such maintenance work shall not damage the space.

Non-field services: A Licensee may allow maintenance to be performed on his or her aircraft in the Licensee's premises provided that such services are not offered on the airport premises; provided, however, mechanics not authorized by Licensor or not having a commercial operating agreement with the airport are not permitted to perform mechanical services on the airport premises without the prior written consent of Licensor.

- D. **Premises cleanliness:** Licensee shall keep the space clean and free of debris.
- E. **Snow removal:** Licensor (or Licensor's agent) is responsible for snow removal on the airport runways, taxiways, parking lots and entrances. Licensee will remove snow between their hangar door and taxiway.
- F. **Mowing:** Licensor (or Licensor's agent) is responsible for mowing grass.
- G. **Utilities:** Reasonable electric usage, as determined by the Licensor, shall be allowed at no additional charge for the benefits of the Licensee to cover basic lighting, door opening, and plane moving wench usage. Other uses are not authorized unless approved in writing by the Licensor. In no cases shall electric usage for space heating be allowed. Violation of this section shall be subject to a fee of \$25.00 per month plus the Licensors estimated actual cost of the electrical power consumed and/or disconnection of electric service. Any other utilities shall be at the sole cost of the Licensee.
- H. **Compliance with Laws/Rules:** Licensee and its agents, employees, contractors, subcontractors, invitees, members, managers, officers, directors, and guests (collectively, the "Licensee's Related Parties") shall comply with all applicable ordinances, resolutions, rules and regulations imposed by the airport, Licensor, or any other federal, state or local governmental authority, including without limitation the Federal Aviation Administration ("FAA") and the Transportation Safety Administration ("TSA") for all purposes, including, but not limited to security, identification, clearance for access, and the movement of aircraft and other motor vehicles and pedestrians within the airport premises and any aircraft operations area. If Licensor or the airport incurs any fines as a result of the acts or omissions of Licensee's Related Parties, Licensee agrees to pay all such fines and penalties in accordance with its indemnification obligation set forth herein and to cure any security deficiency immediately. Licensor reserves the right to take whatever action necessary to cure any security deficiency if Licensee fails to remedy the security deficiency promptly, and Licensee shall reimburse it for any and all costs and expenses associated with such action.
- I. **Noise Abatement:** The Licensee agrees to abide by noise abatement procedures that are now in effect or as may be from time to time amended.
- J. **Airport Improvement:** Licensor reserves the right to develop and improve the airport as it sees fit.
- * (K.) **Vacating premises upon termination:** On the termination of this Agreement, by expiration or otherwise, Licensee shall immediately remove, at its expense, the aircraft and all other property, leaving the space in the same condition as when received, ordinary wear and tear excepted.

PERMIT FOR COMMERCIAL USE
BOYNE CITY MUNICIPAL AIRPORT

PAID OCT 10 2013
25.00

DATE OF APPLICATION: 11-24-13
DATE OF EXPIRATION: 11-24-16
NAME: Leon Jakemco
BUSINESS NAME: "
PHONE: 251-886-1113

In conformance with City Ordinance #A-45, this permit is issued to the above named business for use of the Boyne City Municipal Airport as a base for commercial operations.

This permit is effective for three years from the date of issue, and is renewable following a review that indicates the operation is satisfactory to the City.

Approved by the Airport Advisory Board _____

CITY OF BOYNE CITY DATE

City of Boyne City
 319 N. Lake St.
 Boyne City, MI 49712
 (231) 582-6597 (231)582-6506 fax
 www.boynecity.com

Statement

Date
9/30/2013

To:
Patrick Dunigan 6300 Mapledale Jackson, MI 49201

*Hangar
 paid 816.61
 10/17/13*

Amount Due	Amount Enc.
\$816.61	
Amount	Balance
	.171.00
-170.00	1.00
175.00	176.00
175.00	351.00
-350.00	1.00
200.00	201.00
-200.00	1.00
200.00	201.00
200.00	401.00
15.61	416.61
400.00	816.61

Date	Transaction
12/31/2012	Balance forward
01/24/2013	PMT
01/31/2013	INV #106. --- Monthly Hangar Rent \$175.00 <i>Jan</i>
02/28/2013	INV #109. --- Monthly Hangar Rent \$175.00 <i>Feb</i>
03/18/2013	PMT <i>mar + apr fee</i>
05/31/2013	INV #127. --- Monthly Hangar Rent \$200.00 <i>May</i>
06/10/2013	PMT
06/30/2013	INV #128. --- Rental \$200.00 <i>June</i>
07/31/2013	INV #139. --- Monthly Hangar Rent \$200.00 <i>July</i>
07/31/2013	--- Interest \$15.61
09/30/2013	INV #140. --- Monthly Hangar Rent \$200.00 <i>aug</i> --- Monthly Hangar Rent \$200.00 <i>Sept</i>

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
415.61	0.00	0.00	200.00	201.00	\$816.61

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Statement

Date
9/30/2013

To:
Patrick Dunigan 6300 Mapledale Jackson, MI 49201

AV Fuel

		Amount Due	Amount Enc.		
		\$1,310.81			
Date	Transaction	Amount	Balance		
12/31/2012	Balance forward		0.00		
04/28/2013	INV #2012-1850. --- AV Fuel @ 5.17, 21.6 @ \$5.17 = 111.67	111.67	111.67		
05/05/2013	INV #2012-1874. --- AV fuel @ 5.22, 19 @ \$5.22 = 99.18	99.18	210.85		
05/19/2013	INV #2012-1885. --- AV Fuel 5.42, 22.3 @ \$5.42 = 120.87	120.87	331.72		
05/27/2013	INV #2012-1906. --- AV Fuel 5.42, 25.4 @ \$5.42 = 137.67	137.67	469.39		
05/31/2013	--- Interest \$11.17	11.17	480.56		
06/09/2013	INV #2013-1928. --- AV Fuel 5.42, 22.9 @ \$5.42 = 124.12	124.12	604.68		
06/16/2013	INV #2013-1948. --- AV Fuel @ 5.81, 48.8 @ \$5.81 = 283.53	283.53	888.21		
06/23/2013	INV #2013-1967. --- AV Fuel @ 5.81, 20.1 @ \$5.81 = 116.78	116.78	1,004.99		
06/30/2013	INV #2013-1989. --- AV Fuel @ 5.81, 26 @ \$5.81 = 151.06	151.06	1,156.05		
07/01/2013	PMT	-1,000.00	156.05		
07/07/2013	INV #2013-2014. --- AV fuel @ 5.59, 22.4 @ \$5.59 = 125.22	125.22	281.27		
07/14/2013	INV #2013-2034. --- AV fuel @ 5.59, 21.1 @ \$5.59 = 117.95	117.95	399.22		
07/27/2013	INV #2013-2075. --- AV fuel @ 5.59, 22.6 @ \$5.59 = 126.33	126.33	525.55		
08/01/2013	INV #2013-2095. --- AV fuel @ 5.59, 34 @ \$5.59 = 190.06	190.06	715.61		
08/04/2013	INV #2013-2114. --- AV Fuel @ 5.86, 18.7 @ \$5.86 = 109.58	109.58	825.19		
08/11/2013	INV #2013-2138. --- AV Fuel @ 5.86, 46 @ \$5.86 = 269.56	269.56	1,094.75		
08/18/2013	INV #2013-2199. --- AV Fuel @ 5.86, 34.8 @ \$5.86 = 203.93	203.93	1,298.68		
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
69.73	543.75	697.33	0.00	0.00	\$1,310.81

Statement

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Date
9/30/2013

To:
Patrick Dunigan 6300 Mapledale Jackson, MI 49201

		Amount Due	Amount Enc.		
		\$1,310.81			
Date	Transaction	Amount	Balance		
08/19/2013	PMT	-500.00	798.68		
08/25/2013	INV #2013-2183. --- AV Fuel @5.86, 33.9 @ \$5.86 = 198.65	198.65	997.33		
09/02/2013	INV #2013-2213. --- AV Fuel @ 5.76, 21.6 @ \$5.76 = 124.42	124.42	1,121.75		
09/13/2013	INV #2013-2238. --- AV Fuel @ 5.76, 26 @ \$5.76 = 149.76	149.76	1,271.51		
09/14/2013	INV #2013-2242. --- AV Fuel @ 5.76, 26.2 @ \$5.76 = 150.91	150.91	1,422.42		
09/16/2013	PMT	-300.00	1,122.42		
09/28/2013	INV #2013-2268. --- AV Fuel @ 5.76, 20.6 @ \$5.76 = 118.66	118.66	1,241.08		
09/30/2013	--- Interest \$69.73	69.73	1,310.81		
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
69.73	543.75	697.33	0.00	0.00	\$1,310.81

FAA REGISTRY
N-Number Inquiry Results

N2141X is Assigned

Aircraft Description

Serial Number	337-0041	Status	Valid
Manufacturer Name	CESSNA	Certificate Issue Date	12/01/2011
Model	337	Expiration Date	12/31/2014
Type Aircraft	Fixed Wing Multi-Engine	Type Engine	Reciprocating
Pending Number Change	None	Dealer	No
Date Change Authorized	None	Mode S Code (base 8 / oct)	50345357
MFR Year	1965	Mode S Code (base 16 / hex)	A1CAEF
Type Registration	Corporation	Fractional Owner	NO

Registered Owner

Name	TRANSAMERICA FREIGHT CO INC		
Street	301 N CAGE BLVD		
City	PHARR	State	TEXAS
County	HIDALGO	Zip Code	78577-3966
Country	UNITED STATES		

Airworthiness

Engine Manufacturer	CONT MOTOR	Classification	Standard
Engine Model	IO-360 SER	Category	Normal
		A/W Date	02/22/1965

The information contained in this record should be the most current Airworthiness information available in the historical aircraft record. However, this data alone does not provide the basis for a determination regarding the airworthiness of an aircraft or the current aircraft configuration. For specific information, you may request a copy of the aircraft record at [Http://aircraft.faa.gov/e.gov/ND/airrecordsND.asp](http://aircraft.faa.gov/e.gov/ND/airrecordsND.asp)

Other Owner Names

None

Temporary Certificates

Certificate Number	T118014	Issue Date	12/09/2011	Expiration Date	01/08/2012
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Fuel Modifications

None

BOYNE CITY MUNICIPAL AIRPORT
Purchases

381.98

Date 10/11/2011

Aircraft No. 2141X

Gallons 100 Octane 69.2

Tie Downs —

Full Name & Address to be Billed:

Bill Crews

Skymaster Center

308 Round Ridge Rd

SPARTENBURG SC 29302

Phone Number 864-949-3377

2014

JANUARY

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APRIL

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JUNE

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JULY

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SEPTEMBER

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OCTOBER

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NOVEMBER

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* Thanksgiving

DECEMBER

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* Christmas