



**BOYNE CITY  
AIRPORT ADVISORY BOARD  
MEETING**

Thursday, March 28, 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](http://www.cityofboynecity.com)  
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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 March 7, 2013 meeting minutes
4. CORRESPONDENCE
  - Letter from University of Michigan Health System
5. CITIZENS COMMENTS (non-agenda items)
6. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
7. UNFINISHED BUSINESS
  - A. Hangar Inquires/Leasing
  - B. Open House
  - C. ACIP-CIP –Michael Borta of QoE consulting to attend the April 25<sup>th</sup> meeting.
  - D. Budget update
8. NEW BUSINESS
9. GOOD OF THE ORDER
  - Fuel Price \$5.17 per gallon as of 11/14/2012
10. ANNOUNCEMENTS
  - The next regular Airport Advisory Board meeting is scheduled for Thursday, April 25, 2013
11. ADJOURNMENT

*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	X	P	P	P	X		P	P		
Ed Hennessey	P	P	X	P	P	P	X		P	P		
Jerry Schmidt	P	P	X	P	P	P	X		P	P		
Roger Reynolds	P	P	X	P	P	P	X		P	P		
Oral Sutliff	P	P	X	P	P	P	X		P	P		

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

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



Approved: \_\_\_\_\_

**MEETING OF  
MARCH 7, 2013**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE  
BOYNE CITY AIRPORT ADVISORY BOARD HELD MARCH 7, 2013**

**CALL TO ORDER**

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

**ROLL CALL**

Present: Richard Bouters, Ed Hennessey, Roger Reynolds, Jerry Schmidt and Oral Sutliff

**ATTENDANCE**

Absent: Bud Chipman\*, Rod Cortright\*, Leon Jarema\*, Jim Kozlowski\* and Larry Trumble\*

\*Ex Officio Members

Staff: Airport Manager/City Manager Michael Cain  
There was one member of the public in attendance

**APPROVAL OF MINUTES  
MOTION**

**Sutliff moved Schmidt seconded PASSED UNANIMOUSLY** to approve the January 24, 2013

**CORRESPONDENCE**

Chapter 7- Sanford Sweet: Correspondence reviewed by the board and Airport/City Manager Cain.

Grayling MOA request reviewed

Note from Brad Lowran of Traverse City reviewed

**REPORTS OF OFFICERS,  
BOARDS, AND STANDING  
COMMITTEES**

None

**UNFINISHED BUSINESS**

- Hangar Inquires/Leasing: No new leasing or hangar construction activity reported. Currently all City owned hangars are under lease agreement.
- Open House: Committee report given to board by Bouters with handouts distributed. The open house committee will meet each month prior to Airport Board meeting.
- ACIP-CIP: (Airport Capital Improvement Plan): The board discussed the proposal from QOE Consulting regarding the Airport Capital Improvement Plan. The board recommended that Airport Manager Cain invite a representative from QOE to a future board meeting for a presentation.

**NEW BUSINESS**

- MAAE 2013 Membership Dues: Airport Manager Cain received a billing for 2013 dues to the MAAE for \$70.00. After board discussion, the board leaves this up to the Airport Manager to pursue.

**MOTION**

- Budget Update: 2013 Budget distributed to the board and reviewed by Cain. Discussion by the board regarding hangar Lease fee's and fuel prices. **Schmidt moved Bouters seconded** that the Airport Manager recommend to the City Commission that the leasing fee for a hangar be increased by \$25.00 per month starting with future leases and the price the City receives for the sale of Aviation Fuel be increased from 35 cents to 40 cents (a 5% increase).
- Assistant Airport Manager: Airport Manager Cain has filed application with the State of Michigan to name Richard Bouters as an additional Assistant Airport Manager. Board discussion supported this activity.
- Airport Conference Report: Due to weather, Airport Manager Cain was unable to attend this conference in February.
- Airport Insurance: the Airport Insurance Policy Proposal from Aviation Insurance Solutions was reviewed and discussed by the board. **Sutliff moved Schmidt seconded PASSED UNANIMOUSLY** the board recommends the City Commission approve the proposal from Aviation Insurance Solutions for a period of 2 years.

**MOTION**

**GOOD OF THE ORDER**

- AV Fuel price as of 11/14/2012: \$5.17
- Jerry Schmidt mad a request to be allowed to use the Airport terminal to occasionally house equipment for Instrument flying instruction. **Hennessy moved Sutliff seconded PASSED UNANIMOUSLY** to allow Jerry Schmidt to use the Airport terminal for this purpose.

**MOTION**

**NEXT MEETING**

The next Airport Advisory Board will be held Thursday, March 28, 2013 at 5:30 p.m.

**ADJOURNMENT**

Chair Reynolds adjourned the Airport Advisory Board meeting at 6:40 p.m.

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Richard L. Bouters



University of Michigan  
Health System

Robert W. Neumar, MD, PhD  
Professor and Chair  
Department of Emergency Medicine  
University of Michigan Health System  
1500 E. Medical Center Drive, Rm. TC B1220  
Ann Arbor, MI. 48109  
734-936-6020 (Office)  
734-763-7228  
neumar@umich.edu

Dear Friend of Avfuel,

This past holiday season, in honor of valued Avfuel friends and colleagues, Avfuel Corporation made a gift to the University of Michigan Health System's world-renowned Survival Flight program to help deliver university-level care at the bedside and in the air safely and efficiently.

The University of Michigan's Survival Flight team relies on donors like Avfuel Corporation to provide safe and rapid access to tertiary care. We consider Avfuel Corporation's generous contribution an investment in the future of thousands of patients in need of emergency transport.

The University of Michigan Survival Flight's state-of-the-art rotor-wing helicopters, fixed-wing airplanes, and ground ambulances have safely transported over 57,000 patients to date from accident scenes and hospitals throughout the continental United States and Canada. These vehicles are capable of carrying a patient, medical crew, and a full complement of advanced life support equipment making it possible to provide outstanding care during transit.

Avfuel Corporation's gift to this program will support the specialized training and certifications that all of its medical staff are required to maintain on a constantly recurring basis to stay at the forefront of the air medical community.

On behalf of the University of Michigan's Survival Flight team, and the patients who benefit from this program every day, thank you for being a part of our efforts to ensure that every single patient receives the best, most comprehensive and compassionate care available.

Sincerely,

Robert W. Neumar, M.D., Ph.D., FACEP  
Professor and Chair  
University of Michigan Health System  
Department of Emergency Medicine

Reva 3-11-13

# MISCELLANEOUS FEES

1 May 2013 - 30 April 2014

## STREET FEES

### ROAD CUTS

	<u>2013 FYE</u>	<u>2014 FYE</u>	Change	% Change
Permit Fee	\$20.00	\$20.00	\$0.00	0.0%
(Plus cost of Repairs)	Time and Material + 15%			
Sand/salt (5 gallons)	\$3.00	\$5.00	\$2.00	66.7%
(1 yard)	\$20.00	\$25.00	\$5.00	25.0%

### PARK FEES

Park Shelter	\$50.00	\$50.00	\$0.00	0.0%
Deposit required	\$0.00	\$0.00		
Non-Profit Organization	No charge	No charge		

Reservation fee is due within 2 weeks of the date the reservation is taken.

Payment is refundable if there is a minimum of two weeks notice prior to the date of the event.

If the shelter is not left clean, a fee may be assessed.

### ICE SKATING FEES

Skate Sharpening	\$3.00	\$3.00	\$0.00	0.0%
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### AIRPORT FEES

#### CARS

Overnight	\$2.00	\$2.00	\$0.00	0.0%
Weekly	\$10.00	\$10.00	\$0.00	0.0%
Monthly	\$25.00	\$25.00	\$0.00	0.0%
Six Month	\$75.00	\$75.00	\$0.00	0.0%
Yearly	\$125.00	\$125.00	\$0.00	0.0%

#### AIRPLANES

Overnight	\$3.00	\$3.00	\$0.00	0.0%
Monthly - hard surface	\$30.00	\$30.00	\$0.00	0.0%
Monthly - grass	\$20.00	\$20.00	\$0.00	0.0%
Fuel (Market Rate +)	\$0.35	\$0.40	\$0.05	14.3%

### AIRPORT HANGERS

	<u>2013 FYE</u>	<u>2014 FYE</u>		
Airport Commercial Operator Permit (3 years)	\$25.00	\$25.00	\$0.00	0.0%
Regular-Monthly*	\$175.00	\$200.00	\$25.00	14.3%
Regular+Garage -Monthly*	\$210.00	\$235.00	\$25.00	11.9%
Small Garage Only-Monthly*	\$90.00	\$105.00	\$15.00	16.7%
Daily- Any Size	\$20.00	\$20.00	\$0.00	0.0%
Deposit= One Month Rate				

\* Pay 10 months in advance/at once get 2 months free