

**COUNTY OF MARQUETTE, MICHIGAN
Sawyer International Airport**

**Airport Advisory Committee Meeting
Thursday, June 3, 2010, 4:30 P.M.**

**Airport Services Center,
Second Floor Conference Room
Gwinn, MI 49841**

1. Call to Order

2. Public Comment

3. Approval of the Agenda

4. Approval of Minutes (May Regular and Special Meeting)

5. Items for Discussion

- A. WAAS Update
- B. Runway Broom
- C. Long Range Planning

6. Informational Items / Project Updates

- A. Terminal Bathroom
- B. FAA Runway Reduction
- C. Lease/prospects Updates
- D. Response to County from the FAA
- E. Commercial Flight Schedules

7. Public Comment

8. Staff and Committee Member Comment

9. Adjournment

**COUNTY OF MARQUETTE, MICHIGAN
Sawyer International Airport**

**Special Meeting
of the
Airport Advisory Committee
Thursday, April 29, 2010, 4:00 P.M.
Meeting Minutes**

**Airport Services Center,
First Floor Conference Room
Gwinn, MI 49841**

Members Present: Chairman Bob Struck, Vice Chairman John LaCourt, Jim Cihak, Andy Sikkema, Scott Schulz, Steve Rodgers, Fred Benzie.

Member(s) Absent: Frank Rosado

Staff Present: Scott Erbisch, Keith Kaspari

Guests Present: Roger Bentlege

1. Call to Order: The meeting was called to order by Chairman Struck at 4:04 p.m.

2. Public Comment: None

3. Approval of the Agenda: Scott Schulz made a motion, which was seconded by Steve Rogers to approve the agenda. The motion passed unanimously.

4. Approval of Minutes - None

5. Items for Discussion

Airport Sustainability:

A broad list of items and topics were discussed through the entire meeting. The following is a summary of the highlights of what the Committee identified as areas of importance to review and what may be the next steps in the long range planning process:

- Identify the airports core functions that need to continue to operate the airport. Can there be reductions in these core services? Core services identified by the Committee:
 - Maintain Runway/Ramps
 - Crash/Fire/Rescue Operations
 - Tenant Obligations/Facility Management
 - Commercial and General Aviation Terminal Operations
 - Parking Operations
 - Contract Control Tower
 - Others yet to be determined

- If the airport did have to make cuts, what would the airport look like without the various services? What cuts might be made? What type of airport does the County need?

- Could some of the revenue generated by the Kennecot Mine operation be requested to assist in the airport operations? All indications are that Kennecot is moving forward with the mine, but tax revenue may not be captured by Marquette County until 2013 or 2014.
- Committee members raised a concern about what may happen when the Renaissance Zone expires. There is a potential that current airport tenants may make a decision to relocate.
- Committee members asked for additional information to assist in the review process. Items included, but not limited to if it could be determined what it costs to maintain 1,000 lf of the runway, more budget information, parking use data, status of other airports and whether they are self-sufficient. Cost to operate the control tower and parking lot?
- Would equipment, such as a runway broom allow for an increase in staff efficiency?
- Could there be a modification on how parking revenue is generated? Should the parking fees be increased? This puts the costs on the users.
- Continue to evaluate the fees charged to airport users and tenants. Try to make sure are at market. Staff must also be very cognizant on how far those rates can be increased without being detrimental to the objective.
- In addition to increasing costs, there is always the need to continue to look at ways of reducing cost. This needs to be an ongoing process. Set a target amount and see what would need to be done to achieve that objective.
- Should the airport budget cover cost for services that do benefit the County on a broader scale. For example, the airport has a marketing budget. The benefits garnered not only benefit the airport, but the entire county through job creation and investment.
- Continue to evaluate fuel flowage fees.
- What would a County wide millage generate annually? If this were to be sought, there would need to be a very good reason why it is important to support a millage.
- What areas of the airfield, off-airfield, and facilities need to be maintained? Can there be cuts within these areas?
- Sawyer is a great asset to support airport and economic growth.
- Identify those businesses that need and/or are users of the airport.
- A well thought out detailed planned needs to be prepared outlining the impact of cuts as well as why it is important to continue to operate the airport at a defined level.
- The LSCP Transportation Task Force also should be kept up to speed on what is progressing at the Airport as they should also be part of the support/solution.
- Nothing in the long range planning process is off the table.
- Develop a map of where people live that work at Sawyer.

6. Informational Items / Project Updates: None

7. Public Comment: None

8. Staff and Committee Member Comment: Scott Erbisch provided a brief update on the status of the Frontier Medical Devices, Inc. project.

9. Adjournment: A motion was made by Jim Cihak and seconded by Fred Benzie to adjourn the meeting at 6:10 p.m.



5B



Airport Services Center: 125 G Avenue • Gwinn, MI 49841 • www.sawyerairport.com

Airport Administrative Office
(906) 346-3308

Water/Wastewater Department
(906) 346-3137

Maintenance Department
(906) 346-4336

Memorandum

To: Airport Advisory
From: Scott Erbisch *SE*
CC: Keith Kaspari, Airport Manager
Date: May 26, 2010
Re: Runway Broom Update – Snow Mauler Multi-Use Unit

I spoke with a representative of Wausau-Everest regarding the scheduling of a demonstration for its multi-use runway broom at Sawyer in January 2010. The representative seemed less enthusiastic about coming to Sawyer than previously indicated. I was again advised that they do have one complete unit set up for demonstrations at Fond du Lac, Wisconsin. To transport the unit will require three semi-trucks with an estimated one-way expense to the company of \$4,000 to \$5,000 dollars.

According to the Wausau-Everest representative, because Sawyer Airport does not have a project funded for this unit and we are trying to determine how this unit would work at the Sawyer International Airport, it is difficult for him to lock in a date. He advised that if the County was willing to off-set some of the expense of the travel, then he may be able to further justify locking in a date.

Options for consideration:

- Continue to negotiate a date to bring the equipment to Sawyer and see if this can be done without cost. The difficulty will be locking in a date in January 2011 6 months away from winter. If it is closer to the winter season, they will know more about their obligations with the demo equipment and may be able to bring the equipment here without cost.
- Agree to help off-set some of the expenses with an amount yet to be determined by airport staff.
- Forego the idea of having the equipment demonstrated at Sawyer and go to Fond du Lac for a demonstration. Staff does not feel this will provide the most accurate method of determining the value of the unit at Sawyer, but feels this option still needs to be listed for consideration.
- Other options as recommended by the Airport Advisory Committee.

Please note: Staff is also attempting to schedule a site demonstration this winter with the MB Company. They also produce a pull behind runway broom unit.



50



Airport Services Center: 125 G Avenue • Gwinn, MI 49841 • www.sawyerairport.com

Airport Administrative Office
(906) 346-3308

Water/Wastewater Department
(906) 346-3137

Maintenance Department
(906) 346-4336

Memorandum

To: Airport Advisory Committee
From: Scott Erbsch
CC:
Date: May 25, 2010
Re: Long Range Planning Information

Attached to this memo is a summary of parking at Sawyer Airport since converting to an automated parking system. Also attached is a portion of a presentation as prepared by Mead and Hunt regarding self-sufficiency. An additional survey is being included in your packet of materials. Staff will also have available for review at the meeting another survey of other non-hub airports which includes more detailed budget information.

At the April Special meeting a question was asked about how much one mill would leverage in Marquette County. According to the Marquette County Equalization Department, one mill will currently generate \$1,927,839.00 annually.

DURATION OF STAY REPORT

Sawyer International Airport
Auto Pay Stations, Credit Card, Express Parc

From: 10/01/2009 02:10

To: 05/28/2010 02:10

Printed on 05/28/2010 12:49

TRANSIENT ACTIVITY

Time Categories		Transactions	% of Total Transactions	Total Net Amount	% of Total Amount	Average Net Ticket Value
From	To					
0 hr -	0 hr 30 mn	11,845	43.00%	\$0.00	0.00%	\$0.00
0 hr 30 mn -	1 hr	5,730	20.80%	\$0.00	0.00%	\$0.00
1 hr -	1 hr 30 mn	1,932	7.01%	\$0.00	0.00%	\$0.00
1 hr 30 mn -	2 hr	661	2.40%	\$0.00	0.00%	\$0.00
2 hr -	2 hr 30 mn	172	0.62%	\$324.00	0.19%	\$1.88
2 hr 30 mn -	3 hr	94	0.34%	\$188.00	0.11%	\$2.00
3 hr -	4 hr	127	0.46%	\$254.00	0.15%	\$2.00
4 hr -	5 hr	107	0.39%	\$318.00	0.18%	\$2.97
5 hr -	6 hr	82	0.30%	\$246.00	0.14%	\$3.00
6 hr -	7 hr	68	0.25%	\$268.00	0.15%	\$3.94
7 hr -	8 hr	70	0.25%	\$280.00	0.16%	\$4.00
8 hr -	9 hr	70	0.25%	\$350.00	0.20%	\$5.00
9 hr -	10 hr	42	0.15%	\$210.00	0.12%	\$5.00
10 hr -	11 hr	44	0.16%	\$220.00	0.13%	\$5.00
11 hr -	12 hr	44	0.16%	\$220.00	0.13%	\$5.00
12 hr -	13 hr	61	0.22%	\$305.00	0.18%	\$5.00
13 hr -	14 hr	36	0.13%	\$180.00	0.10%	\$5.00
14 hr -	15 hr	45	0.16%	\$225.00	0.13%	\$5.00
15 hr -	16 hr	27	0.10%	\$135.00	0.08%	\$5.00
16 hr -	24 hr	97	0.35%	\$465.00	0.27%	\$4.79
24 hr -	36 hr	365	1.33%	\$3,351.00	1.93%	\$9.18
36 hr -	48 hr	269	0.98%	\$2,580.00	1.49%	\$9.59
48 hr -	60 hr	541	1.96%	\$7,600.00	4.38%	\$14.05
60 hr -	72 hr	379	1.38%	\$5,677.00	3.27%	\$14.98
72 hr -	99,999 hr	4,636	16.83%	\$150,199.00	86.52%	\$32.40
Totals		27,544	100.00%	\$173,595.00	100.00%	\$6.30

Note: 137 transactions for a total of \$4,795.00 had missing entry times and were not included.

Issues which must be considered in this discussion:

- Size of the facility which affects:
 - Amount of paved areas to be maintained (including snow removal)
 - Amount of staff needed to maintain the facility
 - Types and frequency of flights
- Number of enplanements, operations and based aircraft
- Number and type of aviation and non-aviation leases
- Number and type of fees (landing, parking, fuel flowage, etc.)

While self sufficiency should be a goal, it may be necessary to acknowledge that this may be a goal what could take time to reach. Other airports of similar size have challenges which preclude them from reaching self sufficiency. Those airports that have achieved self sufficiency, can attribute this to more leases, more enplanements and in some cases, smaller facilities than what Sawyer has.

Airport Name	Number of Based Aircraft	Number of Enplanements	Acres of Pavement	Self Sufficient
Sawyer 12,370 foot runway	49	81,500	215	No
Rhineland, WI 6,800 foot runway 4,500 foot runway	23	42,404	50	No
Sault Ste. Marie, MI 7,200 foot runway 5,000 foot runway	21	15,258	70	No
Alpena, MI 9,000 foot runway 5,000 foot runway	31	8,321	300	No
Battle Creek, MI 10,000 foot runway 4,800 foot runway	168	295 (charter)	90	No
Oscoda-Wurtsmith, MI 11,800 foot runway	12	NA	140	No
Kalamazoo, MI 6,500 foot runway 3,400 foot runway 2,800 foot runway	156	198,757	81	Yes
Grand Rapids, MI 10,000 foot runway 8,500 foot runway 5,000 foot runway	118	1,154,784	302	Yes
Traverse City, MI 6,500 foot runway 5,300 foot runway	112	223,988	35	Yes

6.B



Airport Services Center: 125 G Avenue • Gwinn, MI 49841 • www.sawyerairport.com

Airport Administrative Office
(906) 346-3308

Water/Wastewater Department
(906) 346-3137

Maintenance Department
(906) 346-4336

INTER-DEPARTMENTAL MEMORANDUM

TO: MEMBERS, AIRPORT ADVISORY COMMITTEE

VIA: Scott Erbisch, Director of Operations

FROM: Keith Kaspari, C.M., Airport Manager

SUBJECT: Runway Length Update

DATE: May 28, 2010

As you know, during the April 1, 2010 meeting of the Airport Advisory Committee, one of the discussion points (5-D) referred to the runway length and future meetings with FAA officials from Detroit.

Staff made an attempt to visit with Detroit ADO officials on Wednesday, May 19th, yet, in advance of our intended departure, we were advised that the FAA is planning a response to the letter that was submitted on April 16, so the trip was cancelled.

Staff is planning on meeting with the FAA on Wednesday, June 2 to conduct a closeout inspection of the ARRA-funded Phase I improvements to the taxiway lighting system and vault project. It may be during this visit that the reply will be forwarded to staff, and as such, we will provide a copy of the reply to the Committee members when received.

Should either of the Committee members have any questions, please contact Scott or myself.



U.S. Department
of Transportation
**Federal Aviation
Administration**

Great Lakes Region
2300 E. Devon Avenue
Des Plaines, IL 60018

60

MAY 26 2010

Received
5/28/10
SHE

Mr. Scott Erbisch
Director of Operations
Sawyer International Airport
125 G Avenue
Gwinn, MI 49841

Dear Mr. Erbisch:

This letter is in response to your request dated February 22, 2010, asking the Federal Aviation Administration (FAA) to assume ownership of the Sawyer International Airport (KSAW) Runway End Identifier Light (REIL) and Precision Approach Path Indicators (PAPIs).

The FAA regrets to inform you, that FAA Order 6700.20A, Chapter 4, paragraph 43, 43(c) (2) - (4) states approach lighting systems that are used for visual flight rules and are not part of an instrument flight rule approach procedure are ineligible for consideration for FAA maintenance or assumption of ownership.

We have determined that the policy referenced above includes the KSAW Runway 19 REIL and Runways 01 and 19 PAPIs. Therefore, we are unable to assume ownership.

Should you have any questions regarding this determination, please do not hesitate to contact Natasha M. Jones, Program Implementation Manager/NavAids Non-Fed Coordinator for the Central Service Area, Planning and Requirements Group, at 817-222-4038. You may also contact me at 847-294-7294.

Sincerely,

Barry D. Cooper
Regional Administrator
Great Lakes Region



6E

Airport Services Center: 125 G Avenue • Gwinn, MI 49841 • WWW.SAWYERAIRPORT.COM

Airport Administrative Office
(906) 346-3308

Water/Wastewater Department
(906) 346-3137

Maintenance Department
(906) 346-4336

SAWYER INTERNATIONAL AIRPORT Flight Schedule (MQT)

THE DELTA CONNECTION 1-800-221-1212 / WWW.DELTA.COM

Flight #	Departure	Jet Service Departing For	Gate	Frequency
3348	7:15 a.m.	Minneapolis – St. Paul	1	Daily
3231	11:15 a.m.	Detroit	1	Daily
3347	3:50 p.m.	Minneapolis – St. Paul	1	Daily
3054	5:15 p.m.	Detroit	1	Daily

Flight #	Arrival	Jet Service Arriving From	Gate	Frequency
3383	10:31 a.m.	Detroit	1	Daily
3351	3:25 p.m.	Minneapolis – St. Paul	1	Daily
3039	4:46 p.m.	Detroit	1	Daily
3323	9:15 p.m.	Minneapolis – St. Paul	1	Daily

AMERICAN EAGLE AIRLINES 1-800-433-7300 / WWW.AA.COM

Flight	Departure	Jet Service Departing To	Gate	Frequency
4093	6:50 a.m.	Green Bay continuing onto Chicago	3	Sun – Fri
3972	7:40 a.m.	Traverse City continuing onto Chicago	3	Sun – Fri
4179	9:45 a.m.	Chicago	3	Daily

Flight	Arrival	Jet Service Arriving From	Gate	Frequency
4035	8:55 p.m.	Chicago	3	Daily
4327	9:25 p.m.	Traverse City via Chicago	3	Sun – Fri
4026	9:30 p.m.	Green Bay via Chicago	3	Sun – Fri

Effective: June 11, 2010 (As Published)

Notice: Flight schedule is subject to change without notice.



6 E

Airport Services Center: 125 G Avenue • Gwinn, MI 49841 • WWW.SAWYERAIRPORT.COM

Airport Administrative Office
(906) 346-3308

Water/Wastewater Department
(906) 346-3137

Maintenance Department
(906) 346-4336

SAWYER INTERNATIONAL AIRPORT Flight Schedule (MQT)

THE DELTA CONNECTION 1-800-221-1212 / WWW.DELTA.COM

Flight #	Departure	Jet Service Departing For	Gate	Frequency
3348	7:15 a.m.	Minneapolis – St. Paul	1	Daily
3231	11:15 a.m.	Detroit	1	Daily
3790	2:50 p.m.	Detroit	1	Daily
3347	3:50 p.m.	Minneapolis – St. Paul	1	Daily
3054	5:15 p.m.	Detroit	1	Daily

Flight #	Arrival	Jet Service Arriving From	Gate	Frequency
3001	10:31 a.m.	Detroit	1	Daily
3790	2:06 p.m.	Detroit	1	Daily
3351	3:25 p.m.	Minneapolis – St. Paul	1	Daily
3039	4:46 p.m.	Detroit	1	Daily
3323	9:15 p.m.	Minneapolis – St. Paul	1	Daily

AMERICAN EAGLE AIRLINES 1-800-433-7300 / WWW.AA.COM

Flight	Departure	Jet Service Departing To	Gate	Frequency
4093	6:50 a.m.	Green Bay continuing onto Chicago	3	Sun – Fri
3972	7:40 a.m.	Traverse City continuing onto Chicago	3	Sun – Fri
4179	9:45 a.m.	Chicago	3	Daily

Flight	Arrival	Jet Service Arriving From	Gate	Frequency
4035	9:00 p.m.	Chicago	3	Daily
4327	9:45 p.m.	Traverse City via Chicago	3	Sun – Fri
4026	10:39 p.m.	Green Bay via Chicago	3	Sun – Fri

Effective: July 1, 2010 (As Published)

Notice: Flight schedule is subject to change without notice.