



City of Battle Creek, Michigan Airport Advisory Board

Battle Creek Executive Airport

Date – Wednesday, July 21, 2021

Time – 1:00 PM – 2:00 PM

Location – Virtually by Zoom



AGENDA ITEMS

- A. Roll Call
- B. Review and Approval of the Agenda
- C. Reading and Approving of Previous Meeting Minutes
 - 1. Minutes of the June 9, 2021 Regular Meeting
- D. Old Business
 - 1. Governance Review
 - i. Update on Governance Review Activities
- E. New Business
 - 1. Adopt Ad-Hoc Technical Stakeholder Committee and Appoint Members
 - 2. Governance Review
 - i. Presentation on Airport Governance Models
 - ii. Next Steps
 - 3. West Side Development
 - i. Update on Recent eVTOL Initiative
- F. Public Comment
- G. Member Comments
- H. Adjournment

Airport Advisory Board
Battle Creek Executive Airport at Kellogg Field
15551 South Airport Road
Virtual-Zoom
Wednesday, June 9, 2021
1:00 P.M.

Members Present: Commissioner Jim Lance; Joe Sobieralski, Battle Creek Unlimited; Alana White, BC TIFA Chair; Kara Beer, BC Chamber of Commerce; Tim Osterhouse, Aviation Industry Rep.; Vester Davis, Jr., City of Springfield, City Manager; Kelli Scott, Calhoun County Administrator; TR Shaw, Resident; John Griffin, Resident

Absent: Vice Mayor, Kaytee Faris; Col. Shawn Holtz, Air National Guard

Others Present: Ted Dearing, Assistant City Manager; Larry Bowron, Aviation Director; Miles Weaver, Airport Operations Manager; Penny Perkins, Steven Baldwin Associates; Spencer Gillette, Steven Baldwin Associates

Staff: Penny Seume, Airport Administrative Coordinator; Sarah VanWormer, IT Director

Call to Order: The meeting was called to order at 1:04 PM

Adoption of By Laws: No comments on By Laws as written.

Motion to approve the By Laws for the Airport Advisory Board at Battle Creek Executive Airport was made by Jim Lance, seconded by Kelli Scott. All yes, none opposed. Motion approved.

Commissioner Jim Lance volunteered to Chair Board after being in communication with the City Manager's Office.

Motion made by Joe Sobieralski for Alana White, BC TIFA Chair to become Vice Chair of Airport Advisory Board. Seconded by TR Shaw. All yes, none opposed. Motion approved.

Motion made by TR Shaw to adopt meeting schedule as presented; meeting on September 8, 2021 and December 8, 2021, time to be determined by Board consensus at later date. Seconded by John Griffin. All yes, none opposed. Motion approved.

Airport 101 – PowerPoint presentation by Aviation Director, Larry Bowron

BTL Mission Statement: To maintain and leverage safe, secure, and efficient infrastructure that 1) fosters an environment for diverse, high-quality aviation products, services and facilities 2) sustains and enhances economic development and 3) connects the Battle Creek community to the national air transportation system and the world.

BTL Vision Statement: Battle Creek Executive Airport will be the local and international airport of choice in the Southwest Michigan Region for aviation education, general aviation, military, air-cargo and

non-scheduled air carrier service, while fully developing and utilizing the airport's assets in a financially self-sufficient manner.

Airport Advisory Board purpose is to make policy recommendations regarding airport matters in order to support continued development of the airport and economic growth of the community. Acting as an advocate for the current and potential future economic value of the airport. Focusing on Westside development and governance model review.

Introduction of Governance Review: PowerPoint presentation by Penny Perkins, Baldwin Associates, Vice President

Process in Two Phases. In Phase 1, review of organization, stakeholder input, Michigan state laws, Part 139 considerations and then a recommendation of which model best fits BTL strategic goals and objectives. Recommended to have a Governance stakeholder advisory group that would meet once a month, starting in July 2021, to receive updates on progress of Phase 1 process. Phase 2 involves implementation of the decision of stakeholders regarding recommendation in full or partial based on report. As well as extensive coordination with FAA on application contents.

Alana White asked if the Airport Advisory Board could act as the Governance Stakeholder Advisory group. Penny Perkins, SBA, commented that there are probably additional airport stakeholders whom would have valuable input and could be added to these update meetings. Asking a few others to the group as a value add for the governance review on an ad-hock basis. Jim Lance agreed with the add hock and simplicity of current group.

Additional Agenda Items: **Motion** to appoint Commissioner Jim Lance as Board chair by Joe Sobieralski. Seconded by Kara Beer. All yes, none opposed. Motion approved.

Public Comment: None

Larry Bowron, Aviation Director emailed the Board members a public comment that came in prior to the meeting.

Member Comments:

Vester Davis, Jr. asked if the City had prospective developers who are interested in the West side of the Airport. Larry Bowron answered, that staff has partnered with BCU to determine the best and highest use of the Westside. UAS (Unmanned Aircraft Systems) is a focused target market. Joe Sobieralski, BCU, answered that no one is specifically lined up, however we have been incrementally working towards the goal in making it attractive to potential companies with a UAS feasibility study that was very supportive of that.

TR Shaw stated that he is on the Board of the Regional History Museum and with the Airport's Centennial coming up in 2024, he would like to collaborate with the Airport for this event. Some of their historians would like to work towards putting together a book for the occasion. TR is impressed with the amount of historical documents on site and looks forward to partnering with airport staff in the preservation our airports history.

Motion to adjourn the meeting made by Kara Beer. Seconded by Joe Sobieralski. All yes, none opposed. Motion approved.

Adjournment: Meeting adjourned at 2:18 PM.