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Memo

To: Attendees
From: Aileen Maguire Meyer
Date: March 15, 2013
Re: Kent State University Airport Master Plan
Community Liaison Group Meeting Summary
File: L80.001.001

The Community Liaison Group (CLG) meeting for the Airport Master Plan project for Kent State University Airport was held at 1:00 pm on Monday, March 4, 2013, at the Kent State University Airport building.

ATTENDEES:

Anne Brown
Connie Hawke
Kristina Roegner
Bernard Scheidler
Maureen McFarland
Steven Blair
Doris Stewart
Faith Cook
Roy Howarter
Mike LaForest
Ray Yannucci
Arnie Bloch
Maria Hatzigeorgiou
Aileen Maguire Meyer

REPRESENTING:

Kent State University
Kent State University
State Representative
City of Stow
Kent State University
Kent State University
Stow-Munroe Falls
City of Stow
City of Stow
Commercial Aviation Inc.
The Berroteran Group
Howard/ Stein-Hudson Associates, Inc.
C&S Companies
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The purpose of the meeting was to introduce the project and consultant team, review the Airport Master Plan process and the role of the CLG, discuss key issues at the

Airport, and summarize next steps moving forward. A copy of the presentation is included with this meeting summary.

GENERAL DISCUSSION:

Following is a summary of items discussed during the meeting as understood by the preparer.

Icebreaker: Individual's role in CLG

- Constituencies
 - Provide input, which as the State Representative, I've been hearing from my constituents.
 - Keep the business community informed of what's happening on this project. Main focus Stow-Monroe Falls businesses.
 - To help the University understand community concerns.
 - Experience with the City and past business background
- Communication
 - Communicating and gathering ideas from the student body.
- Just the facts
 - Accurate communications
 - To be listening and making unbiased (hopefully) opinions
 - To tell the truth about how bad the airport treats the residents
- Share with the steering
 - Coordination of program with C&S and communicate to public officials and KSU Administrators.
 - To share the CLG's feedback with the Steering Team and Consultants.

Airport Vision

- Academic Mission
- How it relates to the University
- How it benefits the community
- Revenue-operations to maintain

How to be involved

- Community Liaison Group – different individuals representing the community
 - Introduction of the different members of the liaison group
 - Represents users of the airport, the community and government
- Communication from the meeting to be transparent and available to all individuals in the community through a public website. Meeting summaries and presentation material will be shared with the community so they can voice their concerns, opinions and ideas.

- Different perspectives will be given throughout the process.
- As representatives engage others in the community to participate in working on this
- Everyone in the group will share a wide range of contributions and engage individuals who are not in the CLG.
- There was agreement to share the list of CLG members on the project website.

Steering Team

- Representatives from the “airport sponsor” - Kent State University, FAA, Ohio DOT Aviation, and the Mayor of Stow
- Anne, Connie and the Consultant Team are on both the CLG and Steering Team in order to have a consistency between the groups.
- Members of the steering team are encouraged to attend the public meetings.
- Each Representative of the group has particular information to help with the planning process, i.e. FAA has information to contribute, and will review all documents

Consulting Team

- Members and roles of the Consultant Team were reviewed.

Benefits of the airport

- The school and the airport have received many awards and serve as an example to other universities with an aeronautics program
- The airport is a gateway to the community.
- Financial benefits of bringing visitors to the community
 - Roy comments that the financial contribution calculated by ODOT is 99% false. The methodology used is not appropriate.
- Environmental benefit of open space - pervious areas/wild life habitat
 - Although this is an open space for wildlife, the community is concerned about allowing wildlife on the airfield.
- Social benefits to the community – community events and education outreach

Need for a new Master Plan

- What is Master plan
 - Vision of the future airfield and program
 - Existing conditions
 - Alternatives developed and evaluated
 - Deliverables/products
 1. Plan document
 2. ALP-what the FAA signs off on
 3. Phasing plan

- a. Funding
- b. What happens and when will changes be forecasted to change
- Why is a master plan needed
 - Needs and requirements of the airport and technology change
 - It is recommended to “informally” revisit the plan every 5 years and formally every 10-25 years to determine whether the plan is applicable.
 - The last master plan was made in 2004 revised by the FAA in 2006
 - difference between 2004 and 2006 –FAA Comments incorporated
 - Community member asked for amendments to 2006-FAA master plan
 - It is important to have a master plan to communicate to the FAA the vision of the airport. It also aides in prioritizing Federal funding
 - Reassess decisions which were made in previous years
- Goals of the master plan process
 - Efficient/Timely
 - To reasonable number of alternatives
 - Public outreach - keep the community informed/receive input

Schedule

- Phase I
 - Collect information
 - Forecast of the future needs of the university and the airport
 - Environmental information
 - Inventory of what is currently on the airfield
 - This phase should be completed Spring 2013
- Phase II
 - Alternatives for the master plan will be formulated
 - Address standards
 - Needs of the airport and community concerns will be addressed
 - Review and discussion of alternatives
 - Anticipated to be completed fall/winter 2013
- Phase III
 - Preferred alternative will be selected
 - Cost estimates will be formulated
 - Airport layout plans
 - Financial planning for the airport
 - Draft final report
 - To be completed in Spring 2014

Public Involvement

- There will be 3 meetings open to the public, there will be 4 CLG meetings
- Website will list meeting information and provide summary of projects documents
- Survey for business and users will be given for input
- Next Meeting the alternatives will be discussed
- Community will be able to attend public meetings and view the project website for information and progress of the master plan

Key Message

- This is a new study
- Focus on academic mission
- Provide a community benefit

Issues/ Concerns/ Opportunities

Kristina-

- Validity of financial benefit piece - credibility on the numbers which are displayed to the community.

Maureen-

- University aviation program growth has been in areas outside the airport
- Greater efficiency needed at the airport
- The university is not looking to purchase “more planes”
- Academic issues-the need for weather equipment which the students do not have access to
- There is a lot of potential at the airport
- 585 total students -210 flight tech majors 90-100 students actually “fly”

Roy-

- 2004 plan says need to move the airport to Portage County and there is a letter stating this

Doris-

- Community use/organizations – how can the airport serve businesses.

Roy-

- Want more meetings for input for the community. Four meetings are not enough

Aileen-

- There are many opportunities for involvement – CLG meetings, public meetings and project website

Bernard-

- Who promised the airport will be closed?

Aileen-

- The last master plan process recommended that the airport be closed and operations moved. However, things change –both the aviation program and general aviation industry

Faith-

- Son graduated from the flight school-Kent is the model to other Universities
- She is part of the group for fair opinions-benefit to the community where a lot of people come to the community for the airport and the community benefits from it
- Much training is needed for these pilots

Roy-

- Planes do not follow flight patterns-they are flying too low to the houses
- There is a need to look at flight paths and to make sure pilots are following the appropriate paths and reprimands for those who don't
- Instructors must tell students to fly low to the houses and to not follow the flight paths

Kristina-

- Find a balance
- Seems as though Safety is a main concern

Roy-

- Concern with Cessna crashes nationally

Steve-

- “What are issues”
- Cramped-in; Parking and Terminal – need more space
- Simulators- require new

Mike-

- Quality of the classrooms
- Space that is not available in the terminal
- Update facilities

Connie-

- This is essentially a GA Airport-- importance is not only to the University - it is about general aviation and public access

Doris-

- Local businesses don't use the airport. Don't think that there are people that know that they can use it. There isn't enough marketing

Roy-

- "SALY"- same as last year
- Primary runway faces the wrong way. Crosswinds are not accommodated.

Bernard-

- Last capital improvements-1999
- In order to receive funding, a master plan is needed

Kristina-

- Recognize as an asset for the region quick-convenient way of transportation

Roy-

- "Tax" dollars?
- "illegal" users as a public use airport
- Change the hours of operation? Need motion sensor security

Doris-

- Airport can serve as distribution for local goods
- Professional use-utilizing time efficiently money
- Corporate jets can fly in depending on the weather
- Rarely experience the planes- businesses do not notice it
- Airport/airfield security needs to improve

Al Beckwith -

The following comments were provided subsequent to the meeting by Al Beckwith, CLG member who was unable to attend the meeting

Improvements to Upgrade Quality and Appearance of Airport in the City of Stow:

- Public Road Surfaces and Parking Areas.
 - Security Fences and Gated Areas
 - Lighted entry at Route 59, Kent Road
 - Rear Property Gate and road (pave to taxiway) primarily for emergency vehicles, and traffic to and from parking areas during aviation events.
 - Security entrances to Airport Property with Central security surveillance.

- Additional Public Parking
- Airport offices & Buildings
 - Replace Terminal Building & Move to new location
 - Transient waiting area
 - Conference room
 - Cafe and Services available.
 - Replace current Modular Temporary Structures with Permanent Buildings with one or more level to provide adequate spaces and services for required Offices, classrooms, simulators, meeting room, library, storage and maybe an Auditorium.
- Weather AWOS Reporting System - Former FAA Grant was not accepted by KSU Administration money went to KPOV
- Maintenance Facility and Hangers
 - Current Maintenance is not sufficient to handle the required services required (Airframe, Engine, Avionics , Upgrade Applications and Major repairs)
 - New Permanent Maintenance Hangar needs to be constructed
- Hangars for Based Aircraft & Transient Aircraft.
 - Former FAA Grant provided construction of the area south of the current “T” Hangar with two taxiways. This area was designed to provide my company “Commercial Aviation Corp” to construct Office, Maintenance Facilities and Hangers. At the time we had 30 aircraft in single engine and Multiengine aircraft. The administration would not grant us the approval to build.
 - Current “T” Hangar - Preventive maintenance is necessary:
 - Pass Door Hardware including Locks. Replace with protective guard because the locks freeze in the winter time.
 - Hangars need to be insulated to reduce moisture & corrosion in the Hangars.
- Runway - discussion has been on the slope of the Runway as part of the planning process; there have times when aircraft has gone off the runway due heavy cross winds &/or slippery surfaces.
- Financial Support of the Airport

Roy Howarter -

The following comments were provided subsequent to the meeting, after other attendees had departed, by Roy Howarter who was in attendance at the meeting.

- Copy of map showing flight path relative to Howarter home
- Copy of April 29, 2004 letter to Roy Howarter from Carol Cartwright (former University President) summarizing 2004 Master Plan.

- Copy of a newspaper article, dated 4-26-11, regarding Air Traffic Controllars and fatigue
- Summary of Roy Howarter’s assertions regarding the KSU Airport and suggested solutions:
 - Problems:
 - KSU has not lived up to its promise of “working with area residents”
 - Crashes have become more common
 - Changes are made to slight regulations that affect area residents without their input
 - Flights are too low both near and far from the Airport
 - Although residents may call to complain of unsafe/disruptive flying, there is no effective policing policy
 - The Flight Safety Board is made up of five people from the Flight school
 - Lack of effective punishment for infraction of rules
 - Flight School and other Airplanes are not adequately identified
 - There appears to be no effective means to prevent drug dealers from landing at night

Possible Solutions:

- Kent State needs to honor its previous commitments and move forward with plans to relocate flight training to another facility.
- Implement mandatory input by residents and approval by local municipalities for all changes that affect area residents
- Appoint an independent reporting agency (possibly KSU police department) independent of the airport and flight school to accept and review complaints and take action
- Initiate appropriate security of airport operations 24/7/365

NEXT STEPS:

- Public meeting – 3/4/13
- Phase 1 – Existing Conditions
- Steering Team/CLG meetings – Spring 2013

If there are any questions or comments, please contact Aileen Maguire Meyer at amaguire@cscos.com.

Enclosure: CLG Power Point presentation.