

Ames

MUNICIPAL AIRPORT

AIRPORT MASTER PLAN

ROLE OF THE TECHNICAL ADVISORY COMMITTEE

- ▶ The **purpose** of the Planning Advisory Committee (TAC) is to provide Ames Municipal Airport and the consultant team with input into the Airport Master Plan.
- ▶ The **members** of the TAC are intended to represent a variety of organizations and individuals with interest in the use and development of the Airport. These include governmental interests (Federal Aviation Administration, State of Iowa, City of Ames, aviation interests (airport tenants, airport users, pilot groups), non-aviation airport tenants and area economic development interests.
- ▶ The **role** of the TAC is to provide input to the Airport and the consultant team regarding the current and future use of Ames Municipal Airport. The TAC will review elements of the Airport Master Plan while they are in draft form and comment on the accuracy of the assumptions and relevance of the information used to develop the report. The TAC is a non-voting advisory body. While all comments made by the TAC members will be considered by the consultant team in developing the draft and final version of the report, the TAC will not vote to approve or disapprove elements of the study.
- ▶ Individual TAC members are considered to **represent** their designated organizations. It is the responsibility of TAC members to communicate with their respective organizations and report any comments/concerns regarding the development of the Airport Master Plan from their organization back to the TAC, the Airport, and the consultant team throughout the process.
- ▶ **TAC meetings** will be held periodically throughout the preparation of the Airport Master Plan. There are four (4) meetings planned at this time. Because of the advisory nature of the committee, a quorum is preferred, but will not be required.
- ▶ **Attendance** at the meetings is strongly encouraged. Each member of the TAC represents a unique or significant group. If you are unable to attend any given meeting, please send a representative who is able to speak for you or your organization.
- ▶ For your convenience, **comment forms** will be provided for TAC members to submit written comments for consideration in preparing the final report. It would be greatly appreciated if comments are submitted by the due date indicated on the form (approximately two weeks following the meeting). If this is not possible, contact Coffman Associates and let them know when you plan to submit your comments. Comments can also be submitted electronically through the project website: (www.ames.airportstudy.com).
- ▶ **Comments or Questions** regarding the TAC, TAC meetings, or Draft Reports should be directed to Mike Dmyterko at 1-800-892-7772 with Coffman Associates or to Damion Pregitzer, with the City of Ames, at 515-239-5275 .
- ▶ Three (3) **Public Information Workshops** will be held during the course of the study. The primary purpose of the workshop is to allow the public to obtain information regarding the Master Plan, ask questions, and provide input. Each TAC member is invited to attend this meeting and to encourage members of their organization to attend.

PROJECT WORK ELEMENTS

