



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

September 9, 2013

Matt Kulhanek
Ann Arbor Airport
801 Airport Drive
Ann Arbor, MI 48108

The Federal Aviation Administration and Ann Arbor Airport will conduct a Runway Safety Action Team (RSAT) meeting on Tuesday, October 8, 2013. The meeting is scheduled from 1:00 pm to 3:00 pm at the airport terminal building conference room in the basement.

The purpose of this meeting is to unite those individuals and organizations that are actively involved in airfield operations, in an open discussion on runway safety at Ann Arbor Airport. Airport operations will be reviewed and discussed from the perspective of all parties involved.

You are cordially invited and encouraged to join us. Participants will help develop workable recommendations to enhance runway safety. Those recommendations will serve as the foundation for the site-specific action plan.

Your participation is vitally important and your input is welcomed. Please RSVP to Diane Mikulec at diane.mikulec@faa.gov. For those who will be attending, include:

- Name
- Organization
- Phone Number
- E-Mail Address

If you have any questions, please contact me at 734-769-1830. We look forward to seeing you on October 8th.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles E. Smith".

Charles E. Smith,
Air Traffic Manager
Ann Arbor Airport
Air Traffic Control Tower