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Via Electronic Mail

Angela Muder, Compliance Specialist
Federal Aviation Administration
Office of Airports
901 Locust, Room 364
Kansas City, MO 64106

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Ms. Muder,

This letter is in response to the meeting that took place with you, Rodney Joel, Sarah Craig, Holly Weiss, Elisabeth Wilder and me on June 10, 2025. On behalf of UCM, thank you for taking the time to meet with us to discuss the FAA's concerns.

I'm writing this letter to confirm our understanding of the FAA's clarified concerns, recommendations and suggestions discussed in our meeting in preparation for UCM's Corrective Action Plan ("CAP"), and to outline a proposed timeline for an additional meeting in furtherance of the final completion of an agreed CAP as of a date that can accommodate a full exchange with your office, and inclusion of the necessary UCM leadership to enter into and execute the CAP.

To the extent that the FAA can provide additional information to help UCM ensure its compliance with the federal grant assurances, UCM would appreciate it. UCM understands that the FAA is not intending to dictate to UCM what specific actions it must take to be in compliance with the federal grant assurances, but if and where you can provide examples of content or activity that the FAA deems compliant in relation to the three remaining topic areas under discussion, UCM welcomes that.

This letter also outlines some of the things UCM is prepared to consider or work toward as a part of the CAP, as discussed on our call. Your reaction to each is welcome as our dialogue continues.

I. UCM will more clearly define the application process for commercial operation vendors.

UCM's understanding is that the FAA is concerned that the commercial operation vendor application process as applied has the potential to constitute a constraint on commercial aviation or confer an exclusive right on certain licensees if some licensees who propose to use any part of their dedicated licensed space for commercial activity are required to fill out a commercial operation vendor application and other licensees are not. Specifically, UCM notes the FAA's

concern that Mr. [REDACTED] is the only licensee whose application was deemed necessary whereas Mr. [REDACTED] application was not found needed for his proposed activity.

As discussed in our meeting, flight instruction is considered commercial activity, but not all flight instructors should necessarily be required to apply for a commercial operation vendor agreement. The challenge, as we put it during our call, is to identify “where the line is to be drawn” between needing or not needing to apply for and reach an additional agreement for the subject activity. One relevant factor is that some flight instructors are transient and not based in a specific hangar. We now understand the FAA’s view to be that for any flight instructor (or other licensee) who conducts some aspect of his proposed business in his designated hangar, a commercial operation vendor agreement is required. For a flight instructor (or other licensee) that does not conduct business in his designated hangar, a commercial operation vendor agreement is not required. Please correct if our takeaway from the meeting on this issue is inaccurate.

UCM understood that because Mr. [REDACTED] was not using his hangar for flight instruction, no commercial operation vendor application or agreement was required for Mr. [REDACTED]. For this reason, UCM instructed Mr. [REDACTED] that he did not need to fill out an application. Mr. [REDACTED] application was never denied; rather, UCM understood that Mr. [REDACTED] activity did not require the vetting and review—like Mr. [REDACTED]—who are using their hangars to conduct their business.

In our meeting, the FAA clarified, however, that if a licensee indicates that he intends to use his hangar for any commercial activity, UCM must take the licensee at his word and process the application and enter an agreement to ensure the safety of the airport, its users, and the public. The FAA stressed the importance of verifying the insurance and aviation certification credentials of any individual who applies to conduct commercial activity that involves use of his designated hangar or designated space, including flight instructing as Mr. [REDACTED] does. Based on this input, UCM going forward will review and process the application of any individual who indicates that he intends to use his hangar for commercial activity, and clarify its rules accordingly. Each individual indicating a desire to perform commercial activities in their designated hangar or space will be asked to follow the same process as other individuals, including proof of insurance and aviation credentials as a term of the additional agreement to be negotiated. Mr. [REDACTED] will be instructed to resubmit his application once UCM has been able to address the FAA’s concerns.

The FAA also expressed concern that Mr. [REDACTED] application has not been approved, and that UCM has no meaningful approval process. As discussed in the meeting, Mr. [REDACTED] is the only licensee that has a commercial operations vendor application in process. Mr. [REDACTED] application has been reviewed by the various stakeholders at UCM, and his application is currently under review by UCM’s president. If Mr. [REDACTED] application is approved, then Mr. [REDACTED] and UCM will begin contract negotiations as defined in UCM’s rules and regulations. The negotiation process is essential to ensure that both parties can come to terms that are agreeable and that do not violate any other state or federal regulations. UCM noted that it reached out to Mr. [REDACTED] counsel numerous times, both prior to the informal complaint process and after, to begin these negotiations, and Mr. [REDACTED] counsel declined to work with UCM.

To better aid the commercial operation vendor application process, UCM will more clearly outline the process for submitting and reviewing a commercial operation vendor application. These changes will be outlined in the updated rules and regulations.

In addition to the allowed usage of the dedicated maintenance hangar—which has already been offered to Mr. [REDACTED]—the FAA also raised a question about whether a licensee can apply for a waiver to conduct commercial activity in his hangar while his application or contract negotiations are pending. UCM is discussing this issue and will have a more definitive answer for the FAA when UCM and the FAA meet again. Various considerations go into that, including safety concerns for allowing such activity before the completion of the process that's already underway to balance the risks of the proposed activity.

II. UCM will more clearly document that it treats itself the same as other licensees.

UCM understands that the FAA would like UCM to document its understanding of the agreement that it has with itself. UCM noted that it was not possible for UCM to enter into a legally binding agreement with itself, and the FAA clarified that it did not expect UCM to enter into an agreement with itself. Rather, the FAA would like to see a MOU, MOA, policy statement or other similar document to articulate that UCM follows and is bound by the same rules and regulations as any other users engaged in commercial activity that occurs at the airport. The FAA further stated that it needs more documentation about how UCM charges itself and how those decisions are made. The FAA noted that UCM does not necessarily need to be charged the same rates as other users, but the rates UCM is charged must be equitable. The FAA suggests documentation so that UCM can better demonstrate to licensees that it does not give itself preference over other licensees.

UCM will work on a policy statement or other similar document to further demonstrate that UCM does not give itself preference over other users. As noted in our meeting, if you can provide any examples of similar inter-departmental articulations of such arrangements that the FAA has found satisfactory for use by other single-entity airport sponsors that have their own commercial operations at their airports, that would be most welcome as UCM works to do likewise.

III. UCM will monitor the aircraft maintenance hangar to better understand if and when a UCM student or employee is conducting maintenance on a non-UCM aircraft. UCM will also develop protocol to include actions if any employee or student found to be using the maintenance hangar for personal use.

The FAA stated that it has received 2-3 calls since its April 2025 letter alleging that a UCM student or employee has been conducting unauthorized maintenance in the maintenance hangar, but declined to provide further details because it does not want to reveal the callers' identities. UCM asked the FAA how it wanted UCM to address these allegations when UCM is not being provided identifying information from the complainants or the individuals who were allegedly performing unauthorized aircraft maintenance, or when or where reported events occurred. UCM explained that it is common for UCM to have instructors in the maintenance hangar setting up for class or conducting maintenance on UCM aircraft, and without more information, it can't know whether someone saw a UCM employee preparing for a class or if there is an employee performing unauthorized commercial maintenance on non-UCM airplanes. UCM desires and intends to

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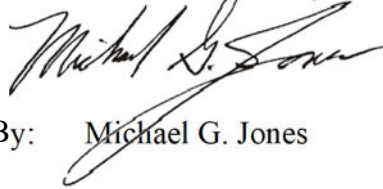
enforce its existing rules against unauthorized aircraft maintenance at the airport, but without any details about these allegations, it is hampered in its attempts to do so. While finalizing this letter, however, we see that this afternoon you have forwarded some pictures and some information you have since obtained from Mr. [REDACTED] about maintenance work by others. We will review that and look into it further.

The FAA clarified that it wants UCM to more actively monitor who is performing maintenance in the maintenance hangar to ensure that no UCM students or employees are performing maintenance for their friends, family, or on their personal aircraft. The FAA further clarified that it is not looking to set limited hours in which people can conduct maintenance. UCM suggested that it would develop a process to actively track who was conducting maintenance in the hangar or who has access to the maintenance hangar. UCM will also update its rules and regulations to articulate how it tracks and monitors individuals who use the maintenance hangar and the consequences if the rules and regulations are not followed.

As stated above, to the extent that the FAA can give additional guidance and feedback to assist UCM in its compliance with the federal grant assurances, UCM would appreciate it. UCM plans to confer within its leadership team next week to discuss its call with the FAA and the corrective actions identified in this letter. UCM would then like to meet with the FAA the week of June 30, 2025, to discuss the progress UCM has made in developing corrective actions and determine if additional actions may be warranted. Once UCM has met with the FAA, UCM anticipates that it will have a response to the FAA's most recent request by July 11, 2025. Please advise as to whether this approach and timing are acceptable to your office.

Very truly yours,

MARTIN, PRINGLE, OLIVER,
WALLACE & BAUER, L.L.P.



By: Michael G. Jones

MGJ/sec

cc: Rodney Joel - rodney.joel@faa.gov