



# City of Ann Arbor

## Formal Minutes

### Airport Advisory Committee

801 Airport Dr.  
Ann Arbor, MI 48108

---

Wednesday, July 17, 2019

5:15 PM

Ann Arbor Airport, 801 Airport Drive,  
Airport Terminal

---

#### CALL TO ORDER

*Chair Farris called the meeting to order at 5:15 pm.*

#### ROLL CALL

*Committee members present: Greg Farris, Melanie McNicholas, Robert Lyons, Kathy Griswold, Kelly Burris, Theresa Whiting, Peter Greenfield, Ali Ramlawi*

*Committee members absent: David Canter*

*Ex-officio members present: Matthew Kulhanek*

*Others in attendance: Dick Brown, Andy Fowler, Bruce Williams, Chuck Ferguson, Wayne Powell, Gary Powers*

#### APPROVAL OF AGENDA

*The agenda was unanimously approved as presented.*

#### APPROVAL OF MINUTES

*The May 15, 2019 meeting minutes were unanimously approved as presented.*

**A-1**

Airport Advisory Committee Minutes - May 15, 2019

**The Minutes were Approved by the Committee and forwarded to the City Council due back on 8/19/2019.**

#### AUDIENCE PARTICIPATION

*Chair Farris welcomed those in attendance. Chuck Ferguson spoke about the EAA's Young Eagles event held last Saturday. There were 18 volunteers, both pilots and ground support, that coordinated flights for 30 kids to help aide their interest in aviation. The EAA hopes to schedule their next event in the fall.*

**CORRESPONDENCE**

*The Committee reviewed four items of correspondence as presented.*

- B-1** Tower Operations / Fuel Usage through May, 2019
- B-2** Airport Hangar Occupancy through June, 2019
- B-3** Airport Appreciation Picnic Flyer
- B-4** AAC Membership Roster

**AIRPORT MANAGER REPORT****C-1 Project Update - Environmental Assessment**

*The FAA, MDOT-Aero, Airport and consultant continue to hold monthly meetings to discuss the progress of the draft Environmental Assessment for the proposed runway safety extension project. Yesterday's meeting was cancelled at the last minute as a number of FAA personnel were unable to attend and will be rescheduled later this month. The project schedule has not changed yet but it is getting tighter.*

**C-2 Other Items**

*The Airport Manager reported that Charles Hopkins, acting Tower Manager, has been reassigned to Detroit and Jacque Malboeuf has been named acting Tower Manager. Mr. Malboeuf will not be based here but will come in a few days per week until a permanent Tower Manager is appointed in the next month or two. The microseal surface treatment was completed on the terminal ramp in late June. The roof of Charlie row hangars was recoated in late June and we are currently out to bid for recoating the roof of Delta row. Gary Ernest is making good progress with his new hangar which replaces the one damaged by fire last October. Dan Clisham had his private hangar exterior completed recoated. City Council approved a new lease with Enterprise Rent A Car and the improvements they are required to make to Gate #3, the fence along the gate, and the utility connections to the old maintenance building should begin in the next month or so. Committee member Kelly Burris was recently appointed to the Michigan Aeronautics Commission. This reflects well on her abilities and provides a positive reflection on the Ann*

*Arbor Airport.*

#### **COMMITTEE REPORTS**

**D-1 Pittsfield and Lodi Townships Reports - M. Harshberger & J. Godek**

*There was nothing to report under this agenda item.*

**D-2 Discovery / Historical Area Report**

*Chair Farris reported on his progress in moving the Discovery/Historical area forward. He has met with members of the A2GA2, a 501c3 non-profit, that will be instrumental in fundraising efforts. He has spoken with the City parks planner and is scheduling meetings with landscape architects to discuss the project. The Airport Manager reported that airport funds can be used for this improvement if needed. There are some limitations if we get into historical plaques, but most brick and mortar improvements are fine as long as we comply with City purchasing regulations. The Chair hopes to have a conceptual plan for the September meeting.*

#### **UNFINISHED BUSINESS**

**E-1 Terminal Improvements**

*Nothing new to report on this item.*

**E-2 FBO Building - Request for Proposals**

*The template used for the RFP, under development in the City Attorney's Office for some time, is nearly complete. A draft was provided by one of the City Attorneys shortly before his departure from the City in early July. A few modifications are still needed but we hope to have the RFP available for the public by early September.*

#### **NEW BUSINESS**

**F-1 Airport Project - Michigan Flyers**

*Andy Fowler, President of the Michigan Flyers, presented an outline of efforts the Flyers are pursuing to address the growth in their membership, fleet of aircraft and operations. Working with the Airport Manager, they have been exploring available options on the airfield to provide*

*additional meeting, briefing and parking space. The three options they are still considering were reviewed with the Committee. They are retaining professional services to aid them in this effort. There was general discussion on the presentation and the Committee thanked them for the update.*

**F-2****Airport Project - Powell Private Hangar**

*Wayne Powell, an airport tenant, presented his efforts to construct up to two privately owned hangars to the east of Echo row in the northeast t'hangar area. He is primarily looking to construct one hangar for his own use and is hoping to find another interested party to build the second hangar. He reviewed his presentation with the Committee including locations, layout, conceptual building types, and the FAA regulatory process. Working with the Airport Manager, MDOT-Aero and an airport consultant, an environmental review was recently completed and sent to the FAA for consideration. The Airport Manager explained that these privately owned hangars would use the standard land lease as previously approved by City Council. The hangar would revert to the airport at the end of the 20 year lease. After general discussion of the proposed project, the Committee thanked Mr. Powell for the update and wished him well on the project.*

**ITEMS FOR NEXT AGENDA**

*While a little off the agenda, Chair Farris wanted to comment about his recent attendance at the two day Airports 101 training in Mt. Pleasant put on by MDOT-Aero and the Michigan Association of Airport Executives. He attended on his own and got a much better feel about operating airports in Michigan, dealing with MDOT-Aero and the FAA, and the many other challenges that airports must face. He passed out a copy of the Michigan Aviation System Plan (MASP) summary that was recently completed by the state. The Airport Manager relayed the positive things he heard back from presenters about Chair Farris's attendance at the training.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, September 18, 2019 @ 5:15 p.m. Please call the airport manager's office (734.994.9124) by Monday before the meeting if you cannot attend.*

**ADJOURNMENT**

*The meeting was adjourned at 6:32 pm.*

**All persons are encouraged to participate in public meetings. Citizens requiring translation or sign language services or other reasonable accommodations may contact the City Clerk's office at 734.794.6140; via e-mail to: [cityclerk@a2gov.org](mailto:cityclerk@a2gov.org); or by written request addressed and mailed or delivered to:**

**City Clerk's Office  
301 E. Huron St.  
Ann Arbor, MI 48104**

**Requests made with less than two business days' notice may not be able to be accommodated.**