



**City of Ann Arbor**  
**Formal Minutes**  
**Airport Advisory Committee**

801 Airport Dr.  
Ann Arbor, MI 48108

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Wednesday, March 29, 2017

5:15 PM

Ann Arbor Airport, 801 Airport Drive,  
Airport Terminal

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**Rescheduled from March 15th**

**CALL TO ORDER**

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

**ROLL CALL**

*Committee members present: Peter Greenfield, Robert Lyons, Greg Farris, David Canter*

*Committee members absent: Theresa Whiting, Michael Castle*

*Ex-Officio members present: Matthew Harshberger, Matthew Kulhanek*

*Others in attendance: Craig Swailes, Gary Ernest, Kathe Wunderlich, Mark Perry, Bart Fisher*

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented.*

**APPROVAL OF MINUTES**

*The January 18, 2017 minutes were unanimously approved as presented.*

**A-1**

Airport Advisory Committee Minutes - January 18, 2017

**A motion was made by Lyons, seconded by Farris, that the Minutes be Approved by the Commission and forwarded to the City Council and should be returned by 4/17/2017. On a voice vote, the Chair declared the motion carried.**

**AUDIENCE PARTICIPATION**

*Chair Greenfield welcomed those in attendance. There was no public comment.*

**CORRESPONDENCE**

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

- B-1** Tower Operations/Fuel Usage - 2016 Year End
- B-2** Tower Operations/Fuel Usage through January, 2017
- B-3** Airport Hangar Occupancy through February, 2017

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

*The 30 day public comment period and public informational meeting for the revised draft Environmental Assessment (EA) were recently held. Staff is reviewing the many public comments that were received during that period. Staff is also reviewing the agency comments received. The comments will be categorized and the EA reviewed to make sure all comments are addressed or modifications made to the document as needed. Comments received from the FAA have raised additional concern as they are asking us to consider another revision to the format of the document based on a recent rules change at the FAA. The FAA has requested an opportunity to meet to discuss their comments.*

**C-2 Other Items**

*The City Water Department is starting a project on the south side of the airport to completely reconstruct the three well houses located there. This will include the installation of an underground electrical service in that area. We have a number of small projects underway including vehicle parking improvements at the terminal lot, recoating of the Papa row hangar roof, crack sealing in the NE and SE t-hangar area, an antenna upgrade, and exterior hangar light conversions to LED fixtures. We are also in the process of updating construction cost estimates for the possible expansion of the box hangars. There is currently enough interest in additional box hangars to explore a business plan to add up to six hangars as was originally planned when the first six hangars were constructed.*

**REPORTS OF TOWNSHIPS AND COMMITTEES**

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

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

**D-2 A2GA2 Report - C. Gordon**

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

**D-3 MI General Aviation Committee Report - M. Perry**

*Mark Perry reported about the e-passport program being initiated by the State to encourage general aviation activity. There appears to be a lot of interest in moving forward with this effort. There was no GA Committee meeting this month.*

**UNFINISHED BUSINESS****E-1 Private Hangar Leases**

*The Airport Manager updated the Committee on the meeting that was held with tenants (two attended and one provided comments by telephone) to discuss potential concerns on the proposed private hangar lease. Additional concerns were raised by tenants at tonight's meeting and Committee members had some additional comments. After significant discussion, a request was made by Committee members to have the Airport Manager take four areas of concern back to the City Attorney's Office for consideration. These include: lease term length for those tenants in good standing who are providing good maintenance to their hangar; modify language for renewals after the 20 years to reward those tenants in good standing who are providing good maintenance to their hangar; clarify notice language regarding access to premises; and provide a second termination clause for those tenants who are in good standing. The Airport Manager will report back to the Committee and notify the prospective tenants of any final language changes before the proposed lease goes to City Council for consideration.*

**NEW BUSINESS**

**None.**

**ITEMS FOR NEXT AGENDA**

*Nothing new at this time.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, May 17, 2017 @ 5:15 p.m. Please call the airport manager's office (994-9124) by Monday before the meeting if you cannot attend.*

**ADJOURNMENT**

*The meeting was adjourned at 6:55 pm.*

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

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