



City of Ann Arbor

Formal Minutes

Airport Advisory Committee

801 Airport Dr.
Ann Arbor, MI 48108

Wednesday, March 20, 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, Peter Greenfield, Ali Ramlawi, Robert Lyons, Kelly Burris, David Canter, Kathy Griswold

Committee members absent: Theresa Whiting

Ex-officio members present: Matthew Kulhanek

Others in attendance: Kathe Wunderlich

APPROVAL OF AGENDA

The agenda was unanimously approved as presented.

APPROVAL OF MINUTES

The January 16, 2019 meeting minutes were unanimously approved as presented.

A-1

Airport Advisory Committee Minutes - January 16, 2019

A motion was made by Lyons, seconded by Canter, that the Minutes be Approved by the Committee and forwarded to the City Council and should be returned by 4/15/2019. On a voice vote, the Chair declared the motion carried.

AUDIENCE PARTICIPATION

Chair Farris welcomed those in attendance. There were no public comments.

CORRESPONDENCE

The Committee reviewed four items of correspondence as presented.

- B-1** Tower Operations / Fuel Usage through January, 2019
- B-2** Airport Hangar Occupancy through February, 2019
- B-3** Notice - Security Gate Access Code Change
- B-4** AAC Membership Roster

AIRPORT MANAGER REPORT

C-1 Project Update - Environmental Assessment

A project meeting was held in early March with the FAA, MDOT-Aero, Airport and the consultant to discuss the status of the draft Environmental Assessment for the proposed runway safety extension project. The proposed schedule was reviewed. The consultant is targeting completion of the draft document for internal review in late summer, a public hearing in November and final completion in February 2020. These dates are subject to the reviewing parties providing timely responses.

C-2 Other Items

The Airport Manager reported that work to recoat the roof on the Charlie row hangar is tentatively scheduled for May or June. Private hangar tenant Gary Ernest is moving forward to build a new hangar to replace his fire damaged hangar. The Airport hosted about 40 members of the Chamber of Commerce's leadership program last week as part of their local government day training. Don Musinski was named Flight Instructor of the Year for the State of Michigan. The Manager is working with City legal to finalize a new master lease for the car rental agencies at the Airport. City Council approved an easement, subject to the completion of the FAA's land release process, for a sliver of Airport land on the far eastern property line adjacent to the rail line. The easement is necessary for an electric transmission line upgrade and the Airport will receive the proceeds of the easement compensation. As part of the Airport's pavement management program, a microseal surface treatment is being scheduled for the terminal ramp. The work is expected to occur during the evening and should be completed in two days. The ramp will be

available during the day for activity. This is a locally funded project from the Airport's budget.

COMMITTEE REPORTS

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

There was nothing to report under this agenda item.

UNFINISHED BUSINESS

E-1 Terminal Improvements

There was nothing new to report on this agenda item.

E-2 FBO Building - Request for Proposals

The Request for Proposal is nearly complete and preparation of the lease/contract template by City legal is ongoing. There was some discussion regarding publication/advertisement of the availability of the RFP. Aviation Center continues to operate on a month to month lease.

E-3 Request to Change Airfield Name

Chair Farris discussed a proposal to modify the focus of renaming the Airport after one individual to a focus that recognizes the many important individuals and history that is associated with the Ann Arbor Airport. There was discussion on the many ways this could be accomplished by the Committee. The importance of keeping this an active discussion and not letting it die in a subcommittee was expressed as well. The Chair wants to meet with Dan Clisham, who originated the request, when he returns from Florida. The Chair will present an updated plan at the May Committee meeting. This existing item of old business will be removed from the agenda.

NEW BUSINESS

F-1 Proposed FY20 Airport Budget Summary

The Airport Manager presented a summary of the departmental budget request for the Airport's FY2020 budget. The numbers presented may change as part of the City Administrator's submitted budget or as part of the City Council's budget approval process. A 2.5% rate increase on

t-hangars is proposed as part of the budget. If approved, this would be the first t-hangar rate increase since 2012. Overall, the Airport continues to be financially stable.

ITEMS FOR NEXT AGENDA

Chair Farris will present an updated direction for recognizing the Airport history and the important individuals that contributed to that rich history.

NEXT SCHEDULED MEETING

The next scheduled meeting will be Wednesday, May 15, 2019 @ 5:15 p.m. Please call the airport manager's office (734.794.6312) by Monday before the meeting if you cannot attend.

ADJOURNMENT

The meeting was adjourned at 6:40 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; 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.