



# City of Ann Arbor

## Formal Minutes

### Airport Advisory Committee

801 Airport Dr.  
Ann Arbor, MI 48108

---

Wednesday, March 21, 2018

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, Theresa Whiting, Peter Greenfield, Melanie McNicholas*

*Committee members absent: Robert Lyons, Michael Castle, David Cantor*

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

*Others in attendance: Kathe Wunderlich, John Solo, Jim Miller*

#### APPROVAL OF AGENDA

*The agenda was unanimously approved as presented.*

#### APPROVAL OF MINUTES

*The January 17, 2018 minutes were unanimously approved as presented.*

**A-1**

Airport Advisory Committee Minutes - January 17, 2018

**The Minutes were Approved by the Committee and forwarded to the City Council due back on 4/16/2018.**

#### AUDIENCE PARTICIPATION

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

#### CORRESPONDENCE

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

**B-1** Tower Operations/Fuel Usage through January, 2018

**B-2** Airport Hangar Occupancy through February, 2018

#### **AIRPORT MANAGER REPORT**

**C-1 Project Update - Environmental Assessment**

*The Airport Manager reported that the City continues to work to finalize a scope of service with an outside consultant to provide assistance in completing the revised draft Environmental Assessment for the proposed Runway Safety Extension Project. The proposed scope was provided to the FAA for review before the grant request is submitted to the Michigan Aeronautics Commission for consideration. We were unable to meet the agenda deadline for the Commission's March meeting and hope to have the grant request in place for their next meeting in May. The grant agreement must be approved by the Commission before it is sent to City Council for consideration.*

**C-2 Other Items**

*The Airport Manager reported that Charles Smith, the FAA's ATCT Manager for Ann Arbor for the last nine years, transferred to a new position within the FAA last month. The new ATCT Manager is Charles Hopkins and he hopes to attend an upcoming Committee meeting to introduce himself. The EAA's annual pancake breakfast is scheduled for June 10th. The roof recoating project for the Alpha row hangar is scheduled for late April-early May depending on weather. With the new digital NOTAM Manager that the airport is using, we have the ability for interested parties to receive email notifications instantly whenever a NOTAM is issued, updated or cancelled at ARB. The availability of this new service is being transmitted to our tenants via the back of bill notice.*

#### **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**

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

**UNFINISHED BUSINESS**

*There was no unfinished business at this time.*

**NEW BUSINESS**

*There were no items of new business at this time.*

**ITEMS FOR NEXT AGENDA**

*No specific items at this time.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, May 16, 2018 @ 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 5:28 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.**