



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

801 Airport Dr.  
Ann Arbor, MI 48108

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Wednesday, November 20, 2013

5:15 PM

Ann Arbor Airport, 801 Airport Drive

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**CALL TO ORDER**

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

**ROLL CALL**

*Committee members present: David Canter, John Sullivan, Gordon Garwood, Raymond Hunter, Peter Greenfield*

*Committee members absent: James Vincze*

*Ex-Officio members present: Trish Reilly, Matthew Kulhanek*

*Others in attendance: Mark Perry, Michael Yi*

*Chair Canter introduced Peter Greenfield and congratulated him on his recent appointment to the Committee.*

**APPROVAL OF AGENDA**

*The agenda was approved as presented.*

**APPROVAL OF MINUTES**

**A-1** Airport Advisory Committee Minutes - September 18, 2013

*A request was made to amend the minutes from the last meeting to clarify the specific changes to the bylaws. The September 18, 2013 minutes, as amended, were unanimously approved.*

**A motion was made by Commissioner Hunter, seconded by Garwood, that the Minutes be Approved by the Commission with changes and forwarded to the City Council and should be returned by 1/6/2014. On a voice vote, the Chair declared the motion carried.**

**AUDIENCE PARTICIPATION**

*Chair Canter welcomed those in attendance. There were no public comments.*

**CORRESPONDENCE**

*Three items of correspondence were reviewed by the Committee.*

**B-1** Tower Operations/Fuel Usage through September, 2013

**Received and Filed**

**B-2** Airport Hangar Occupancy through October, 2013

**Received and Filed**

**B-3 AAC Membership Roster**

**AIRPORT MANAGER REPORT**

**C-1 Project Update - Environmental Assessment, Consulting Engineer Selection**

*The review comments from the FAA Technical Operations group have not been received to date. This is keeping the the Environmental Assessment from being wrapped up. There was general discussion on how best to move this issue forward to complete the study. The airport is currently accepting proposals for the airport consulting engineer position. A selection committee will be evaluating these proposals later this month.*

**C-2 Obstacle Surface Penetrations**

*There was significant discussion on the recent loss of night time approaches to the airport because of obstacle surface penetrations. Staff was working with the FAA and MDOT to clarify the issue and how best to resolve it. Many of the penetrations (trees) had been removed 2-3 years ago. The remaining penetrations are outside the area which would restrict Cat A & B approaches. Staff has made a formal request to re-open the Cat A & B approaches for night time operations and restrict the Cat C & D approaches until the remaining penetrations can be either removed or mitigated.*

**C-3 Other Items**

*The Manager had no additional items at this time.*

**REPORTS OF TOWNSHIPS AND COMMITTEES**

**D-1 Pittsfield and Lodi Township Reports - T. Reilly & J. Godek**

*Trish Reilly stated that the State Street EA is complete and a FONSI has been received. She would like it reflected in the minutes that a draft EA is only valid for three years and the time is up on the Ann Arbor Municipal Airport EA. The Township would like to request that the process for moving forward on this should be public and subject to public review and comment. There was further discussion by the Committee on when that three year period begins since the FONSI has not been completed.*

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

*Mark Perry reported that the check for the 501(c)3 application to the IRS has been cashed so he hoped that the non-profit designation would be forthcoming.*

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

*Mark Perry reported about the continuing education event held in late October for teachers that was organized by the GA Committee and the Michigan Aeronautics Commission in conjunction with the AOPA. The event was attended by over 100 K-12 teachers and encouraged ways to bring general aviation into the school curriculum.*

**UNFINISHED BUSINESS****E-1 Family Friendly Improvements**

*Member Garwood indicated that fundraising efforts are still on hold pending the 501(c)3 designation of the A2GA2. He also indicated that application is being made for a funding grant through Wolf Aviation for up to \$3,000. The application is due by December 15th. The next subcommittee meeting is scheduled for December 10th.*

**NEW BUSINESS****F-1 Airport Advisory Committee Meeting Schedule - 2014**

*The Committee's 2014 meeting schedule was unanimously approved as presented.*

**A motion was made by Commissioner Sullivan, seconded by Garwood, that the 2014 meeting schedule be Approved. On a voice vote, the Chair declared the motion carried.**

**F-2** Airport Improvement Plan 2014-2024

*Mr. Kulhanek reviewed the proposed Airport Improvement Plan(AIP) for 2014-2024. The AIP is a 10 year plan for projects and equipment that are eligible for grant funding. Many of these projects are shown on the Airport Layout Plan (ALP) though the documents are unrelated. The AIP is completed each year and submitted to MDOT-Aero for consideration and long term planning by the State and Federal aviation authorities. Each individual project on the AIP needs specific project and funding approval by the City Council before the project can be started. Proposed projects were reviewed with the Committee. The AIP was unanimously approved as presented.*

**Approved**

**F-3 Succession Planning for Airport Advisory Committee**

*Chair Canter opened the discussion about the future make up of the Committee. The Committee currently has one vacancy and has three additional openings scheduled next year as existing members reach their term limits. A general discussion was held regarding improving the diversity of the Committee and encouraging interested people to seek appointment. No action was taken but the Chair left this item open for further discussion in the future.*

**ITEMS FOR NEXT AGENDA**

*The annual election of officers will be schedule for the next meeting.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, January 15, 2014 @ 5:15 p.m.*

**ADJOURNMENT**

*The meeting was adjourned at 6:30 pm.*