



# City of Ann Arbor

## Formal Minutes

### Airport Advisory Committee

801 Airport Dr.  
Ann Arbor, MI 48108

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Wednesday, September 21, 2016

5:15 PM

Ann Arbor Airport, 801 Airport Drive,  
Airport Terminal

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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, Peter Greenfield, Greg Farris, Robert Lyons, Theresa Whiting*

*Committee members absent: Michael Castle*

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

*Others in attendance: Mark Perry, Craig Swailes, Neil Lynch, Scott Johnson, Kathe Wunderlich*

#### APPROVAL OF AGENDA

*The agenda was unanimously approved as presented.*

#### APPROVAL OF MINUTES

**A-1** Airport Advisory Committee Minutes - July 20, 2016

*Member Whiting offered a proposed amendment to the July minutes. The July 20, 2016 minutes were unanimously approved as amended.*

#### AUDIENCE PARTICIPATION

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

#### CORRESPONDENCE

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

**B-1** Tower Operations/Fuel Usage through July, 2016

- B-2**                    Airport Hangar Occupancy through August, 2016
  
- B-3**                    FAA Metroplex Public Workshop Notice
  
- B-4**                    FAA ODALS Decommissioning Recommendation

**AIRPORT MANAGER REPORT**

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

*Airport and MDOT-Aero staff are finalizing the response to comments provided by the Federal Aviation Administration. Any necessary changes to the revised draft Environmental Assessment (EA) are also being addressed during this process. It is hoped to complete the response to comments and revised draft EA changes by the end of September so a 30 day public comment period can be scheduled to start sometime in October.*

**C-2    Other Items**

*Manager Kulhanek also reported about the improved functionality of the airport billing system. Payment by credit card, e-billing and online access to your account and auto-bill pay options are now available to customers. The airport picnic was a great success and the manager thanked all those who attended. Crack sealing in the NW t's and the roof recoating project on Echo row have recently finished up. The new, loader mounted snow thrower was recently delivered and training for airport maintenance staff is being scheduled.*

**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**

*Mark Perry reported that the Adopt-a-Road cleanup by the A2GA2 is scheduled for later this month. The AOPA Regional Fly-In was held last week at Battle Creek. Willow Run Airport will be targeting a regional fly-in*

*in 2019 to coincide with the opening of the expanded Yankee Air Museum.*

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

*Mark Perry reported that there will be no S.T.E.M. program this Fall.*

**UNFINISHED BUSINESS**

**E-1 Airport Fireworks Display**

*A recent meeting was held with the City of Ann Arbor Police Department to hone the traffic safety plan. A full meeting of the working group was held last week to review the document and cost estimates are being finalized. The special event application should be submitted to Pittsfield Township soon. Approval would be needed from the Township first, then the Washtenaw County Road Commission and the City of Ann Arbor.*

**E-2 Private Hangar Standards**

*The draft land lease document was received from the City Attorney's office just before the meeting but has not yet been reviewed. Manager Kulhanek will review the document, work with the City Attorney's office on any initial changes if needed and then forward the document to the Committee and tenants for review and future discussion. The Committee requested that the proposed maintenance standards, as revised, be re-distributed to the Committee and tenants. Manager Kulhanek will schedule a time to be available to meet with those tenants who wish to provide input on the proposed standards so any remaining areas of concern can be focused on by the Committee at a future meeting. The Committee also discussed the scheduling of a special meeting if necessary to focus only on the proposed maintenance standards and land lease. Craig Swailes provided comments on the proposed maintenance standards. Scott Johnson, who recently purchased the Wilkie hangar, shared his vision for refurbishing the hangar. Neil Lynch distributed a written document to the Committee regarding his concerns with his existing land lease. He then presented these concerns verbally and stated his intention to sue the City over the lease. Chair Canter asked that, because of potential litigation, no member of the Committee respond to comments made by Mr. Lynch.*

**NEW BUSINESS**

**F-1** Airport Capital Improvement Plan 2017-2021

*Manager Kulhanek reviewed the proposed Airport Capital Improvement Plan (ACIP), covering the next five years, which has been submitted to MDOT-Aero for consideration. The airport continues to follow a dual track approach to ACIP projects based on if the runway safety extension project goes forward or not. Each of the projects was reviewed with the Committee. A motion to support the 2017-2021 ACIP as presented was made, seconded and unanimously approved.*

**ITEMS FOR NEXT AGENDA****NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, November 16, 2016 @ 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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