



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

801 Airport Dr.  
Ann Arbor, MI 48108

---

Wednesday, September 18, 2013

5:15 PM

Ann Arbor Airport, 801 Airport Drive

---

**CALL TO ORDER**

*Chair Canter called the meeting to order at 5:25 pm.*

**ROLL CALL**

*Committee members present: David Canter, James Vincze, Gordon Garwood, Raymond Hunter*

*Committee members absent: John Sullivan*

*Ex-Officio members present: Matthew Kulhanek*

*Others in attendance: Kathe Wunderlich, Mark Perry, Jack Eaton, John Rosevear, Wilson Tanner*

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented.*

**APPROVAL OF MINUTES**

**A-1** Airport Advisory Committee Minutes - July 17, 2013

*The July 17, 2013 minutes were unanimously approved as presented.*

**A motion was made by Commissioner Hunter, seconded by Garwood, that the Minutes be Approved by the Commission and forwarded to the City Council and should be returned by 10/7/2013. On a voice vote, the Chair declared the motion carried.**

**AUDIENCE PARTICIPATION**

*Chair Canter welcomed those in attendance. John Rosevear requested an update on the status of the Skyclock installation. Manager Kulhanek relayed an update from Wilson Tanner who was working on the project regarding the display connectivity issues. Mr. Rosevear should contact Mr. Tanner directly for more details.*

**CORRESPONDENCE**

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

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

**Received and Filed**

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

**Received and Filed**

**B-3** RSAT Meeting Notice

**Received and Filed**

**B-4** Tall Structure Notice - MDOT Aero

**Received and Filed**

#### **AIRPORT MANAGER REPORT**

**C-1 Project Update - Environmental Assessment, Gate/Fencing Project**

*The review comments from the FAA Technical Operations group, which were anticipated by the end of July, have not yet been received. No additional schedule update has been provided by the FAA. The Gate/Fencing Project is completed and all gates fully functional.*

**C-2 Other Items**

*The airport will be holding three training events next week with the ATCT and the Pittsfield Township Fire Department. These exercises will simulate an aircraft crash and emergency response to that event. The airport is preparing a request for proposals for the airport consulting engineering work. The procurement process is dictated by FAA AC150 and is quite different from the City's normal process. Distribution of the new airport rules and regulations is underway. Restoration of the area along State Street used by the contractor working on the round about at State and Ellsworth should begin soon. The airport picnic in August was very well attended, thanks to everyone who helped out. Relamping of hangar rows C & D is underway. Staff is just waiting on 8 tenants to schedule appointments for the work to be completed. The University of Michigan Health System recently filmed a short interview at the airport with a former patient and cancer survivor who is also a pilot. The*

*agency posts these interviews on Youtube and will email me a link when it is ready to go on.*

#### REPORTS OF TOWNSHIPS AND COMMITTEES

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

*No one was able to attend.*

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

*Mark Perry reported about the upcoming adopt a road cleanup scheduled for this Saturday on Lohr Road. He also mentioned the work being planned by the EAA on their leased hangar space at the airport. He also applauded the group of students from Saline High School that won a national Build A Plane contest and were able to build a new airplane in two weeks which was then flown to and displayed at Air Venture in Oshkosh, WI.*

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

*Mark Perry reported that planning for an upcoming science, technology, engineering and math (STEM) program workshop in October has been a focus for the GA Committee. Early registration indicates that this will be a well attended event by educators from throughout the State.*

#### UNFINISHED BUSINESS

**E-1 Family Friendly Improvements**

*Member Garwood reported that efforts are continuing on this project. They are still waiting on the 501(c)3 designation before fundraising can begin. A meeting is scheduled for the sub-committee on October 17th.*

#### NEW BUSINESS

**F-1 Amend Airport Advisory Committee By Laws**

*Chair Canter discussed how the airport by laws are not consistent with the City Charter in regards to appointment terms and the ability to be re-appointed after an absence from the Committee. The language in Section II, paragraph 1 was changed to eliminate "and may serve no more than two (2) terms" from the second sentence and added a new third sentence to the paragraph that reads "No person serving on the Committee continuously for six (6) years shall be eligible for*

*reappointment, until the lapse of three years." After discussion of the specific language, a motion was made, seconded and approved unanimously to amend the airport by laws as proposed.*

**Received and Filed**

**ITEMS FOR NEXT AGENDA**

*Chair Canter asked that a discussion on the future and ideal composition of the Committee be placed on the next agenda. Election of officers and the airport improvement plan will also be added to the next agenda.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, November 20, 2013 @ 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 6:33 pm.*