



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

801 Airport Dr.  
Ann Arbor, MI 48108

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Wednesday, January 16, 2013

5:15 PM

Ann Arbor Airport, 801 Airport Drive

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**CALL TO ORDER**

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

**ROLL CALL**

*Committee members present: Wilson Tanner, Carl Loomis, James Vincze, David Canter*

*Committee members absent: John Sullivan, Gordon Garwood, Raymond Hunter*

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

*Others in attendance: Mark Perry, John Rosevear, Robert Baxtresser, Kathe Wunderlich, Abeer Kamal-Khatib*

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented.*

**APPROVAL OF MINUTES**

**A-1** Airport Advisory Committee Minutes - November 28, 2012

*The November 28, 2012 minutes were unanimously approved as presented.*

**A motion was made by Canter, seconded by Commissioner Loomis, that the Minutes be Approved by the Commission and forwarded to the City Council and should be returned by 3/4/2013. On a voice vote, the Chair declared the motion carried.**

**AUDIENCE PARTICIPATION**

*Chair Tanner welcomed those in attendance. Abeer Kamal-Khatib introduced herself as a consultant with C & S Companies.*

**CORRESPONDENCE**

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

- B-1** Tower Operations/Fuel Usage through November, 2012
- B-2** Airport Hangar Occupancy through December, 2012
- B-3** FAA Decommissioning Proposal

#### **AIRPORT MANAGER REPORT**

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

*No new activity on the environmental assessment. The document is still under review by FAA Technical Operations and we have yet to hear anything about when that review will be completed. The Gates/Fencing project is continuing to move forward. The sponsor contract has been received from MDOT-Aero. Both the sponsor contract and the engineering contract with URS will be on the February 19th City Council agenda. We are hoping to be out to bid in February with construction underway in April. The grant amount and project estimates were also discussed.*

**C-2 Other Items**

*The metal hangar wall damaged by the motorcycle accident in K row has been repaired. The project to install a generator connection in each box hangar has also been completed. This will allow the doors to be opened or closed with use of a portable generator in the event of a power loss. The new generator is on back order and final testing will be done once the generator is received. Staff will be evaluating, and replacing where necessary, bottom door seals on hangar rows E, P and Q over the next few months. A split fuel (gas and diesel) aboveground tank has been placed at the SRE building. Once the tank installation and certification is complete, the aboveground tanks near the old maintenance building will be removed. We are working with the City IT staff to install a point to point wireless network connection with the SRE building. The wireless option costs significantly less than installing fiber. Work continues on the two year airport operating budget. Some aesthetic improvements are being considered for the terminal building interior.*

#### **REPORTS OF TOWNSHIPS, FAA TOWER, COMMITTEES**

**D-1 FAA Tower Report - C. Smith**

*No one was able to attend.*

**D-2 Pittsfield Township Report - T. Reilly**

*Trish Reilly updated the Committee on the proposed roundabout being planned for the intersection of State and Ellsworth Roads.*

**D-3 Lodi Township Report - J. Godek**

*No one was able to attend.*

**D-4 FAASTeam Report - D. Schrader**

*No one was able to attend.*

**D-5 A2GA2 Report - C. Gordon**

*No one was able to attend.*

**D-6 MI General Aviation Committee Report - M. Perry**

*Mark Perry reported that the Committee did not meet in December so there was nothing new to report.*

**UNFINISHED BUSINESS**

**E-1 Hangar Occupancy Options**

*There was no new activity on this item of business.*

**E-2 Future State Road Widening/Easements**

*There was no new information on this item of business.*

**E-3 Family Friendly Improvements**

*Sub-committee Chair Garwood was unable to attend tonight's meeting to provide an update.*

**E-4 Skyclock**

*John Rosevear and Robert Baxtresser presented some updates to the Skyclock application they are looking to install at the airport. The Committee reiterated the need to only display, both with a line and colored wedge, civil twilight. Mr. Baxtresser felt that this change would be completed by the end of March. The Committee moved, and*

*unanimously approved a motion to lift the moratorium placed on the installation at the last meeting contingent upon the programming changes being completed prior to installation. Skyclock staff will work with the Airport Manager to work out the details of the installation in the terminal building.*

**E-5 Airport Rules and Regulations Subcommittee**

*The sub-committee met and has prepared an initial draft of the proposed airport rules and regulations. Member Vincze discussed some of the areas being focused on in the new document. Document dissemination was also discussed. The sub-committee hopes to have a draft for dissemination and comment prepared before the March Committee meeting.*

**NEW BUSINESS**

**F-1 Election of Officers for 2013**

*Wilson Tanner was nominated to serve as the Airport Advisory Committee Chair for 2013. A motion to close nominations and approve Mr. Tanner as Chair was unanimously approved.*

*David Canter was nominated to serve as Airport Advisory Committee Vice-Chair for 2013. A motion to close nominations and approve Mr. Canter as Vice-Chair was unanimously approved.*

**ITEMS FOR NEXT AGENDA**

*Chair Tanner requested some revisions and consolidation for future agendas.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, March 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 6:47 pm.*