



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

801 Airport Dr.  
Ann Arbor, MI 48108

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Wednesday, September 16, 2009

5:00 PM

Ann Arbor Airport, 801 Airport Drive

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**CALL TO ORDER**

*Chairman Mark Perry called the meeting to order at 5:05 pm.*

**ROLL CALL**

*Committee members present: Mark Perry, Carl Loomis, Ray Hunter, Wilson Tanner, James Vincze, John Sullivan, Gordon Garwood*  
*Committee members absent: none*  
*Ex-Officio members present: Airport Manager Matt Kulhanek, Barb Fuller*  
*Others in attendance: Charles Smith, Doug Veenstra, Bob Gelpke*

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented.*

**APPROVAL OF MINUTES**

A-1 Airport Advisory Minutes - July 15, 2009

*The minutes from July 15, 2009 were unanimously approved as presented.*

**AUDIENCE PARTICIPATION**

*Chair Perry welcomed those in attendance. Doug Veenstra, Lodi Township, asked a question regarding the latest update to the EA process posted on the Airport website. He also raised concerns over the proposed extension of the runway.*

**CORRESPONDENCE**

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

B-1 Tower Operations/Fuel Usage through July 2009

B-2 Airport Hangar Occupancy - September

B-3 Airport Advisory Committee Updated Roster

**B-4 Tall Structure Notices**

*Doug Veenstra, who serves on the Lodi Township Planning Commission, provided some additional information about the two communication towers being proposed.*

**B-5 June 1, 2009 Letter to Mayor Hieftje**

*Chair Perry formed a sub-committee (Vincze, Tanner, Hunter) to review the letter to the Mayor and prepare a written reply, if deemed necessary, on behalf of the Committee.*

**AIRPORT MANAGER - M. KULHANEK****C-1 Project Update - Box Hangars/SRE Building/Environmental Assessment**

*Mr. Kulhanek gave updates on the box hangar and SRE building construction projects. The DTE easement issue has been resolved and we are hoping to have the box hangars finalized in the next 30 days. The SRE building has been enclosed and interior work is ongoing. The EA process continues. The citizens advisory committee met on July 20th and focused on the noise analysis and the aircraft user survey. Mr. Kulhanek also clarified that a recent column in annarbor.com incorrectly stated that Ann Arbor and Pittsfield Township are in a lawsuit over the proposed runway extension. The lawsuit has nothing to do with the proposed runway changes and is over building code jurisdictional issues.*

**C-2 Airfield Signage & Pavement Markings**

*Mr. Kulhanek informed the Committee about the need for improved signage and pavement markings at the airfield. The FAA is requiring more detailed taxiing instructions for aircraft and the existing signage is not adequate to handle this. He is developing a detailed signage plan to reflect the changes requested in a recent meeting with the FAA and MDOT-Aero staff. Once the plan is completed, funding options and an installation schedule will then be prepared. A pilot education plan will be identified once the improvements are scheduled.*

**REPORTS OF TOWNSHIP, FAA TOWER, COMMITTEES****D-1 FAA Tower Report - C. Smith**

*Tower Chief Charles Smith discussed the signage changes and the need for a runway safety review by the FAA. He also discussed the recent tower renovations. In response to a question, he stated that he is not aware of any plans being contemplated by the FAA to raise the existing tower or build a new one at ARB.*

**D-2 Pittsfield Township Report - B. Fuller**

*Barb Fuller, Deputy Supervisor, had nothing to report.*

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

*No one was able to attend.*

**D-4 Ann Arbor Flyers -**

*No one was able to attend.*

**D-5 University of Michigan Flyers -**

*No one was able to attend.*

**UNFINISHED BUSINESS****E-1 Noise Compatability Program**

*Three noise abatement signs are proposed for the airfield. Location, type and size were recently discussed with MDOT-Aero officials. Installation is anticipated within the next 60 days. Distribution of the posters and brochures has been made to the FBO's and two flying clubs. Posters have been installed in the terminal building and brochures are available through the Airport Manager or FBO's. The website will be updated as soon as the final pdf version of the brochure is received from the graphic designer.*

**E-2 Old Airport Terminal Building**

*Mr. Hunter has come across some additional historic photographs for the application. Once these are gathered, the application packet will be finalized and submitted.*

**E-3 Family Friendly Improvements**

*Mr. Tanner and Mr. Garwood are finalizing proposals and looking for material and service donations for the observation area.*

**E-4 Airport Emergency Plan**

*The draft has been submitted to the FAA Tower, MDOT-Aero and Pittsfield Public Safety for review. The Airport Manager, Tower Chief and Pittsfield Public Safety Director will be meeting next week to review the document before it is submitted for agency reviews.*

**NEW BUSINESS****F-1 2010-2019 Airport Improvement Plan**

*Mr. Kulhanek reviewed the proposed Airport Improvement Plan(AIP) for 2010-2019. 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 either the AIP or ALP needs specific project and*

*funding approval by the City Council before the project can be started. The meeting to review the AIP with MDOT-Aero is scheduled for November.*

**ITEMS FOR NEXT AGENDA**

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, November 18, 2009 @ 5 p.m. Please call the airport manager's office (994-9124) by the Monday before the meeting if you cannot attend.*

**ADJOURNMENT**

*The meeting was adjourned at 6:13 pm.*