



City of Ann Arbor
Formal Minutes
Airport Advisory Committee

801 Airport Dr.
Ann Arbor, MI 48108

Wednesday, September 19, 2012

5:15 PM

Ann Arbor Airport, 801 Airport Drive

CALL TO ORDER

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

ROLL CALL

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

Committee members absent: John Sullivan, Carl Loomis

Ex-Officio members present: Matthew Kulhanek

Others in attendance: Anne Wright, Kathe Wunderlich

APPROVAL OF AGENDA

The agenda was unanimously approved as presented.

APPROVAL OF MINUTES

A-1 Airport Advisory Committee Minutes - July 18, 2012

The July 18, 2012 minutes were unanimously approved as presented.

**Approved by the Commission and forwarded to the City Council
due back on 11/8/2012**

AUDIENCE PARTICIPATION

Chair Tanner welcomed those in attendance. Anne Wright raised concern over the status of the taxiway between the end of runway 12/30 and the NW t hangar area. There has recently been questions from the ATCT if they can issue taxiing instructions since the taxiway in question does not show as part of the Airport Layout Plan. Chair Tanner asked that this item be added to the next agenda for discussion.

CORRESPONDENCE

Five items of correspondence were reviewed by the Committee.

- B-1** Tower Operations/Fuel Usage through July, 2012
- B-2** Airport Hangar Occupancy through August, 2012
- B-3** Tall Structure Request - MDOT
- B-4** Decommissioning Proposal - FAA
- B-5** Airport Advisory Committee Membership Roster

AIRPORT MANAGER REPORT

C-1 Project Update - Environmental Assessment

Mr. Kulhanek reported that both the reimbursement agreement with the FAA and the grant agreement with MDOT-Aero have been approved by City Council. The FAA review will likely be in the 4-6 month duration.

C-2 Other Items

Member Vincze provided an FAA brochure that outlines important components in responding to an aircraft accident. The State has passed legislation that improves funding for MDOT-Aero and the capital projects it funds at local airports. Unfortunately this was only a one year change in the funding stream, but any amount helps. The airport is undertaking a rehab project of hangar row Bravo. This work will include relamping the hangars and, likely in the spring, resealing the roof and repainting the exterior of the building. As funding is available, we would continue the rehab work on other hangar rows. Two commercial leases (existing tenants) are currently being negotiated. It is the intent to keep the grass runway open longer this year if the weather allows. In the past, the runway has been closed on a specific date even though the weather conditions would have allowed continued use. No snow removal will be done on the runway and once weather dictates, it will be closed for the winter. There was an incursion (VPD) in late August at the airport. A Jimmy Johns delivery vehicle left the NW T hangar area and proceeded down taxiways Charlie and Alpha before exiting out the NE T hangar area onto State Street. This was the second VPD in four months. The FAA is approaching this as a high profile issue and will be looking for significant changes in airport security, tenant education and operations. This will likely lead to changes in the gate/fencing configuration of the

NE T hangar areas, changing gate codes and increased enforcement of tenant responsibilities within the secure areas. The airport rules and regulations will also need to be updated.

REPORTS OF TOWNSHIPS, FAA TOWER, COMMITTEES

D-1 FAA Tower Report - C. Smith

No one was able to attend.

D-2 Pittsfield Township Report - B. Fuller

No one was able to attend. Barb Fuller is leaving the Township at the end of September and a new Township representative will be needed.

D-3 Lodi Township Report - J. Godek

No one was able to attend.

D-4 FAAS Team 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

No one was able to attend.

UNFINISHED BUSINESS

E-1 Hangar Occupancy Options

Mr. Kulhanek has not yet set the sub-Committee meeting date for this issue but did report on his progress with the City legal staff. The initial focus will be to create three standard leases of varying durations to provide options for current and future tenants. The other area being reviewed is the hangar bidding process. Legal staff had some concerns and will be looking into the bidding process to make sure we can comply with all applicable rules and regulations.

E-2 Future State Road Widening/Easements

There was no update on the status of the State Road Widening project.

NEW BUSINESS

F-1 Airport Improvement Plan 2013 - 2023

Mr. Kulhanek reviewed the proposed Airport Improvement Plan(AIP) for 2013-2023. 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. It was expected that MDOT would change some project priorities in the wake of the recent VPD's. The AIP was unanimously approved as presented based on priority changes from MDOT related to the VPD's.

F-2 Family Friendly Improvements

Member Garwood brought the Committee up to speed on the family friendly improvement project that had been considered a few years ago. Private funding is needed to make the project move forward. Chair Tanner established a sub-Committee including himself, members Garwood and Hunter to revisit the project.

ITEMS FOR NEXT AGENDA

The issue of the taxiway at the end of the grass runway will be added for the next meeting.

NEXT SCHEDULED MEETING

The next scheduled meeting will be Wednesday, November 28, 2012 @ 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 6:45 pm.