



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

801 Airport Dr.  
Ann Arbor, MI 48108

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Wednesday, May 18, 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, Michael Castle, Robert Lyons, Greg Farris, Theresa Whiting*

*Committee members absent: Mary Karen McClellan*

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

*Others in attendance: Kathe Wunderlich, Mark Perry, Craig Swailes, Bart Fisher, Lauri Mendenhall, Joseph Hackbarth, Selah Boettcher*

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented.*

**APPROVAL OF MINUTES**

**A-1** Airport Advisory Committee Minutes - March 16, 2016

*The March 16, 2016 Airport Advisory Committee meeting minutes were unanimously approved as presented.*

**AUDIENCE PARTICIPATION**

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

**CORRESPONDENCE**

*The Committee reviewed the two items of correspondence as presented.*

**B-1** Tower Operations/Fuel Usage through March 2016

- B-2** Airport Hangar Occupancy through April 2016

**AIRPORT MANAGER REPORT**

- C-1 Project Update - Environmental Assessment**

*The FAA is finalizing comments on the revised draft environmental assessment (EA) for the runway safety extension project. These comments are expected any day now based on a recent conversation between MDOT-Aero and the FAA. Based on the conversation, it appears that the EA revisions were well received by the FAA. Once we know the extent of the comments from the FAA, we will begin to initiate the 30 day public comment period as soon as possible. We anticipate advertising the availability of the public comment period on the City and Airport's website and in local publications.*

- C-2 Hangar Improvements**

*The Airport Manager reported on upcoming or recently completed hangar projects at the airport. These included the exterior painting and interior relamping of N, O, P and Q hangar rows, exterior relamping with LED fixtures on E and Q hangar rows and a recently completed roof recoating project on Q hangar row.*

- C-3 Other Items**

*The Airport Manager also reported on an updated, web based pilot weather briefing station in the terminal building, a new version of the SkyClock, completion of hangar preventative maintenance on Q and P hangar rows, planned pavement crack sealing in the NW t hangar area in June, and that the new snow blower attachment has been ordered. The upcoming airfield pavement remarking project will include the entire runway remarking and the taxiway centerlines. There was discussion on how to minimize disruption to the airport operations during the remarking project and the Airport Manager will work with the contractor in this effort.*

**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 A2GA2 had received the application materials from the AOPA for their 2017-2019 regional fly-ins. The application will be updated and submitted for co-hosting a 2019 event with Willow Run Airport.*

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

*Mark Perry reported that Brian Budd (AOPA) has accepted the governmental affairs position with MDOT-Aero, replacing Rick Hammonds.*

**UNFINISHED BUSINESS****E-1 Family Friendly Improvements**

*Chair Canter spoke with Gordon Garwood who has been leading the effort to have the family friendly play/observation area installed just west of the terminal building. The effort is on hold until fundraising can be accomplished. The fundraising will be tied to the airport firework's display planned for 2017. Mr. Garwood will continue to work with the A2GA2 once the fundraising efforts begin. Chair Canter asked that this item be removed from future agendas until the fundraising activities begin.*

**E-2 Airport Fireworks Display**

*Matthew Harshberger updated the Committee on the March meeting of the planning group and their efforts to address road closures and traffic safety. Ann Arbor Police Department (AAPD) and the Washtenaw County Road Commission also participated in this meeting. Pittsfield Public Safety met last week with AAPD to continue finalizing a traffic safety plan which should be completed within 30 days. This will be shared with the whole planning committee and it is hoped that the special events application may be submitted after that effort. There was discussion about the planned fireworks this Fall in the City of Saline and the benefit of having some of our organizers and volunteers participate in that effort to learn more about the process.*

**E-3 Private Hangar Standards**

*The Airport Manager distributed a proposed private hangar maintenance standards document for discussion. A number of private hangar owners*

*spoke about the proposed process, the history of past efforts, ownership issues and the proposed maintenance standards. Many airports do not have specific maintenance standards for this type of hangar but rely solely on the municipal building and property maintenance codes to address issues. The proposed maintenance standards were discussed by the Committee. Chair Canter relayed the importance of having a dialogue with the private hangar owners as we move through this process. The Chair requested that a letter be sent to all the private hangar owners with a copy of the proposed standards and ask them to provide comments/suggested changes to the proposed standards back to the Airport Manager within 30 days. The proposed standards will be addressed at the the July 20th Committee meeting. Chair Canter reiterated the desire of the Committee is not to remove these hangars but to ensure that all the private hangars have current leases, which protects both the airport and the owners, and that the hangars are well maintained. The Chair also thanked those owners in attendance for their input as we continue this dialogue.*

**NEW BUSINESS**

None.

**ITEMS FOR NEXT AGENDA**

*The proposed private hangar maintenance standards will be considered at the next meeting.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, July 20, 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 6:35 pm.*