



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

801 Airport Dr.  
Ann Arbor, MI 48108

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Wednesday, November 28, 2012

5:15 PM

Ann Arbor Airport, 801 Airport Drive

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**CALL TO ORDER**

*Chair Tanner called the meeting to order at 5:15 pm.*

**ROLL CALL**

*Committee members present: Wilson Tanner, Raymond Hunter, John Sullivan, Gordon Garwood, James Vincze, David Canter, Carl Loomis*

*Committee members absent: none*

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

*Others in attendance: Chris Gordon, Mark Perry, Marc Dupree, John Rosevear*

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented.*

**APPROVAL OF MINUTES**

**A-1** Airport Advisory Committee Minutes - September 19, 2012

*The September 19, 2012 minutes were unanimously approved as presented.*

**Approved by the Commission and forwarded to the City Council due back on 12/17/2012**

**AUDIENCE PARTICIPATION**

*Chair Tanner welcomed those in attendance. Marc Dupree spoke of his interest in small airports and desire to become active in a group like this.*

**CORRESPONDENCE**

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

**B-1** Tower Operations/Fuel Usage through September, 2012

**B-2** Airport Hangar Occupancy through October, 2012

**B-3** Airport Advisory Committee Membership Roster

#### **AIRPORT MANAGER REPORT**

**C-1 Project Update - Environmental Assessment**

*No new activity on the environmental assessment. The document is being reviewed by FAA Technical Operations and the consultant is working to finalize the document. We do not expect to hear back from the FAA until after the first of the year.*

**C-2 Other Items**

*The annual airport holiday party, hosted by the EAA, is scheduled for December 13th from 6-8 pm in the terminal building. The relamping project in Bravo row is nearly complete. The one remaining hangar has an aircraft in a state of disrepair that couldn't be moved out for the lighting install. Staff has ordered a replacement part for the airport beacon which, at times, does not want to shut off. A small project in the box hangars is upcoming and will install a disconnect switch and auxiliary connection for the hangar doors to be operated under generator power in the event of a power failure. Tenants would need to contact the airport maintenance staff who have the generator that could open or close their door when power is lost. With completion of the most recent fiscal year, the City's new auditor determined that the airport has a fiscal deficit and a deficit reduction plan must be filed with the State of Michigan. The deficit is a result of the new auditor's reclassification of the airport debt for the box hangars. The City's previous auditor classified it differently and it did not result in a deficit. The airport operations are in the black and we just came off two of our better years financially. Committee members asked for more information so we can clarify the situation and why the debt was classified in a way to result in a deficit. Manager Kulhanek will get additional information from the City's Finance Department and provide it to the Committee.*

#### **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 had nothing to report at this time.*

**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**

*Chris Gordon discussed the A2GA2's participation with the sub-committee for the family friendly improvement project here at the airport. The association is working to obtain 501(c)(3) status to assist in funding the work.*

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

*Mark Perry reported on a number of statewide general aviation items. The recent GA Committee meeting was held at the new West Michigan Aviation Academy which is geared to high school students interested in aviation fields. They are just starting a program on unmanned aerial vehicles. He also provided an update on volunteer efforts to re-open the North Fox Island Airport. MDOT-Aero and the AOPA have developed a new relationship including a Facebook page and efforts to develop a flying club program. Last, he spoke of the upcoming Operation Good Cheer. This effort is, in essence, a major airlift of presents collected in SE Michigan that are delivered all over the State by volunteer pilots. Many of these volunteers are ARB based.*

**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 activity on this item of business.*

**E-3 Family Friendly Improvements**

*Member Garwood reported that the sub-committee met earlier this month. Project efforts are focusing on fundraising, working with the A2GA2 to aid in this with a 501(c)(3) designation. Some additional tweaks to the project are being considered. The sub-committee will meet again after the beginning of the new year.*

## **NEW BUSINESS**

### **F-1 Presentation - John Rosevear of Skyclocks**

*John Rosevear, Skyclock Company, presented his VFR/Flight Plan clock. Skyclock, a local company, is in discussion with the airport about donating their technology for use on City supplied hardware displayed at the airport. The Skyclock shows different levels of twilight based on a variety of locations which can be helpful when planning VFR flights. The Committee unanimously approved a motion to move forward on the donation and installation. Further discussion ensued about the discrepancy between the civil twilight indicator line and the background shading. A motion was made, and unanimously approved, to place a moratorium on the previous motion which will give Mr. Rosevear an opportunity to modify the Skyclock.*

### **F-2 Runway Incursions**

*Mr. Kulhanek updated the Committee on the 3rd runway incursion of the year and the efforts that have occurred to date to address this problem. He also updated the Committee on upcoming projects to improve airport security and minimize the potential for runway incursions. Chair Tanner formed a sub-committee comprised of members Sullivan and Hunter, and Mark Perry to update the airport rules and regulations. This sub-committee will also look at signage and other areas focusing on gate security and protocols. Member Sullivan will head the sub-committee.*

### **F-3 Runway 12/30**

*The issues related to taxiing to and from the turf runway (12/30) were discussed. These issues were recently discussed in a pilot's meeting and runway safety action team meeting held earlier this month. The Tower will allow pilots to taxi from the 12 end of the turf runway to the NW t hangar area at their own risk. This clarification seemed to address concerns previously raised by users of the turf runway.*

### **F-4 Airport Advisory Committee Meeting Schedule - 2013**

*The 2013 Airport Advisory Committee meeting schedule was*

*unanimously approved as presented.*

**ITEMS FOR NEXT AGENDA**

*Chair Tanner asked that the Skyclock issue and the sub-committee on rules and regulations be carried over to the next meeting as unfinished business.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, January 16, 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 6:50 pm.*