



City of Ann Arbor

Formal Minutes

Airport Advisory Committee

801 Airport Dr.
Ann Arbor, MI 48108

Wednesday, November 20, 2019

5:15 PM

Ann Arbor Airport, 801 Airport Drive,
Airport Terminal

CALL TO ORDER

Vice-Chair McNicholas called the meeting to order at 5:23 pm.

ROLL CALL

Committee members present: Melanie McNicholas, Robert Lyons, Kelly Burris, David Canter, Ali Ramlawi

Committee members absent: Greg Farris, Theresa Whiting, Peter Greenfield, Kathy Griswold

Ex-officio members present: Matthew Harshberger, Matthew Kulhanek

Others in attendance: Peggy Tucholski, Mark Wilson, Dick Brown

APPROVAL OF AGENDA

The agenda was unanimously approved as presented.

APPROVAL OF MINUTES

The September 18, 2019 meeting minutes were unanimously approved as presented.

A-1

Airport Advisory Committee Minutes - September 18, 2019

AUDIENCE PARTICIPATION

Vice-Chair McNicholas welcomed those in attendance. Peggy Tucholski introduced herself as the new Air Traffic Control Tower Manager for the FAA. She talked briefly about her background, the recent Runway Safety Action Team meeting, pilot deviations and the Runway Safety Action Plan under development. There was no other public comment.

CORRESPONDENCE

The Committee reviewed three items of correspondence as presented.

- B-1** Airport Operations through September, 2019
- B-2** Airport Fuel Usage through September, 2019
- B-3** Airport Hangar Occupancy through October, 2019

AIRPORT MANAGER REPORT

C-1 Project Update - Environmental Assessment

The approval of the runway justification study, part of the draft Environmental Assessment for the proposed runway safety extension project, was delayed while the FAA determines the appropriate table to use from their design circular. The Airport Manager explained that the table references seating instead of maximum take-off weight. FAA headquarters is preparing a guidance letter on the issue. The project will be temporarily delayed until the guidance letter is received.

C-2 Other Items

The Airport Manager reported that 15 deer were recently eliminated from inside the airport fenced area by the USDA as part of our wildlife management efforts. Two culverts, identified as areas that could allow wildlife into the fenced in area, have been grated by staff. The gate and fence work in the NE T-hangar area has been completed. Enterprise car rental continues to make progress on their project. The EAA will be hosting their annual Airport Holiday Party at the terminal building on December 12th from 6-9 pm, everyone is invited.

COMMITTEE REPORTS

D-1 Pittsfield and Lodi Townships Reports - M. Harshberger & J. Godek

Nothing new to report on this item.

D-2 Discovery / Historical Area Report

Chair Farris was unable to attend the meeting to provide an update on this item.

UNFINISHED BUSINESS**E-1 Terminal Improvements**

Nothing new to report on this item.

E-2 FBO Building - Request for Proposals

Three proposals for the redevelopment of the hangar at 719 Airport Drive were received as part of the Request for Proposal process. The subcommittee completed an initial evaluation of the proposals on October 25, 2019 and selected two proposals to move forward for in-person interviews. These interviews are scheduled for Friday, November 22, 2019. If a preferred proposal is selected from these interviews, then efforts to complete due diligence and negotiate a final deal will be focused on the preferred proposal. Once that is completed, the Committee will be asked to make a recommendation to City Council to approve the proposal for redevelopment of the property.

NEW BUSINESS**F-1 Airport Advisory Committee Meeting Schedule - 2020**

The Airport Manager presented the 2020 Meeting Schedule for the Committee's consideration. The September 16th meeting conflicts with the State of Michigan Aeronautics conference and the Airport Manager and Member Burris would be unable to attend the Committee meeting. The September 16th date was changed to September 23rd and the amended 2020 Meeting Schedule was unanimously approved.

ITEMS FOR NEXT AGENDA

The election of officers and the RFP subcommittee recommendation will likely be on the next agenda.

NEXT SCHEDULED MEETING

The next scheduled meeting will be Wednesday, January 15, 2020 @ 5:15 p.m. Please call the airport manager's office (734.794.6312) by the Monday before the meeting if you cannot attend.

ADJOURNMENT

The meeting was adjourned at 5:59 pm.

All persons are encouraged to participate in public meetings. Citizens requiring translation or sign language services or other reasonable accommodations may contact the City Clerk's office at 734.794.6140; via e-mail to: cityclerk@a2gov.org; or by written request addressed and mailed or delivered to:

**City Clerk's Office
301 E. Huron St.
Ann Arbor, MI 48104**

Requests made with less than two business days' notice may not be able to be accommodated.