



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

801 Airport Dr.  
Ann Arbor, MI 48108

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Wednesday, May 16, 2018

5:15 PM

Ann Arbor Airport, 801 Airport Drive,  
Airport Terminal

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**CALL TO ORDER**

*Chair Farris called the meeting to order at 5:18 pm.*

**ROLL CALL**

*Committee members present: Greg Farris, Robert Lyons, Theresa Whiting, Melanie McNicholas, Peter Greenfield*

*Committee members absent: David Cantor, Michael Castle*

*Ex-officio members present: Matthew Kulhanek*

*Others in attendance: Kathe Wunderlich*

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented.*

**APPROVAL OF MINUTES**

*The March 21, 2018 minutes were unanimously approved as presented.*

**A-1**

Airport Advisory Committee Minutes - March 21, 2018

**A motion was made by McNicholas, seconded by Greenfield, that the Minutes be Approved by the Commission and forwarded to the City Council and should be returned by 6/18/2018. On a voice vote, the Chair declared the motion carried.**

**AUDIENCE PARTICIPATION**

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

**CORRESPONDENCE**

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

**B-1** Tower Operations / Fuel Usage through March, 2018

**B-2** Airport Hangar Occupancy through April, 2018

#### **AIRPORT MANAGER REPORT**

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

*The Airport Manager reported that the City continues to work to finalize the scope of services with an outside consultant to provide assistance in completing the revised draft Environmental Assessment for the proposed Runway Safety Extension project. The FAA has provided input on the scope of work and the remaining issue is how previously received public comments will be addressed in the revised document. This delay in finalizing the scope means the grant contract for this work will not be acted on by the Michigan Aeronautics Commission until their July meeting. The Commission must approve the grant agreement before it is sent to City Council for consideration.*

**C-2 Other Items**

*The Airport Manager also reported that the recoating of the roof on the Alpha row of hangars was completed this week and we hope to recoat the roof on Bravo row in the fall. Staff is receiving quotes for the annual crack sealing work on the airfield pavement which should occur in June. Work is also moving forward for a short term (5-8 years) repaving project on Airport Boulevard between Airport Drive and Ellsworth Road. The Airport hopes to piggyback on the City's local pavement contract for this work. Work is underway to convert the SRE (maintenance) building to LED light fixtures as part of our overall energy efficiency plan at the airport. The EAA pancake breakfast will be held on Sunday, June 10th from 8am - noon at the AvFuel hangar. Two additional private hangars were inspected since our last meeting.*

#### **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**

*The A2GA2 recently completed their adopt-a-road cleanup of Lohr Road.*

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

*The Michigan Aeronautics Commission will be holding their May 23rd meeting at the Yankee Air Museum at Willow Run Airport. The meeting is open to the public.*

**UNFINISHED BUSINESS**

*There was no unfinished business at this time.*

**NEW BUSINESS**

**F-1 Terminal Improvements**

*The Airport Manager reported on efforts to make improvements to the terminal building. The airport has retained the services of a landscape architect to provide concept drawings for the airside of the terminal building. Staff is also working with a graphic designer on an airside building sign and is working to replace the parking lot lights with new LED fixtures. An interior designer has been retained to come up with a new look for the inside of the building. The initial effort will focus on a new design and renovation of the restrooms. Quotes are being received to replace the existing single pane glass panels in the SE and SW corners of the building with more energy efficient glass. The Committee discussed the need for improvements in the building, including the need for updated furniture, and asked that the effort continue forward. The Airport Manager hopes to have some conceptual drawings for the Committee to review at the next meeting.*

**F-2 ARB Net Zero Effort**

*The Committee discussed a recent resolution by the City Council (R-17-442) that committed the City to use 100% clean and renewable energy for City operations by 2035 or sooner. This "net zero" effort has a strong emphasis on PV solar generation. A draft report on energy efficiency and obtaining net zero status for the Airport terminal, prepared by Honeywell, was also discussed. The airport terminal building was one of five City owned buildings that had a high potential for achieving net zero. In addition to improving energy efficiency, the use of PV solar generation and geothermal heating are key components to meeting this target. The Committee discussed pursuing the installation of a PV solar*

*array on the airport property to offset the energy used by airport operations. FAA regulations and the applicability of local regulations must be reviewed as this effort moves forward.*

**F-3** FBO Building - Lease Expiration

*The Committee discussed the upcoming expiration of the land lease for the Aviation Center property and the possible reversion of the building to the airport. The Airport Manager has reached out the tenant to determine what his plans are but has not yet heard back. If the building reverts to the airport, then decisions will need to be made about options for re-use of the building, the leasing process and what the most beneficial use of the property may be for the airport. The Airport Manager will be meeting with the City Attorney's office later this week to discuss any due diligence the City may have to undertake before the expiration of the lease and will continue to reach out to the tenant as well. The Airport Manager asked the Committee members to consider the best possible use of the property for discussion at our next meeting.*

**ITEMS FOR NEXT AGENDA**

*New business items F-1 and F-3 will be carried over to the next meeting agenda as Unfinished business.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, July 18, 2018 @ 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 7:00 pm.*

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

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