



City of Ann Arbor

Formal Minutes

Airport Advisory Committee

801 Airport Dr.
Ann Arbor, MI 48108

Wednesday, November 18, 2015

5:15 PM

Ann Arbor Airport, 801 Airport Drive,
Airport Terminal

CALL TO ORDER

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

ROLL CALL

Committee members present: David Canter, Peter Greenfield, Ray Hunter, Theresa Whiting

Committee members absent: Greg Farris, Gordon Garwood, Mary Karen McClellan

Ex-Officio members present: Matthew Harshberger, Matthew Kulhanek

Others in attendance: Michael Yi, Mark Perry

Chair Canter recognized member Ray Hunter, who is attending his last meeting, and thanked him for his dedicated service as an active member of this Committee.

APPROVAL OF AGENDA

The agenda was unanimously approved as presented.

APPROVAL OF MINUTES

A-1 Airport Advisory Committee Minutes - September 16, 2015

The September 16, 2015 Airport Advisory Committee meeting minutes were unanimously approved as presented.

AUDIENCE PARTICIPATION

Chair Canter welcomed those in attendance. Michael Yi had two questions regarding the Environmental Assessment which were later addressed under the Airport Manager's report.

CORRESPONDENCE

The Committee reviewed the items of correspondence that were presented.

- B-1** Tower Operations/Fuel Usage through September, 2015
- B-2** Airport Hangar Occupancy through October, 2015
- B-3** FAA Airspace Cases (seven total)

AIRPORT MANAGER REPORT

C-1 Project Update - Environmental Assessment

Airport and MDOT-Aero staff continue to work on the revisions to the draft Environmental Assessment for the proposed runway safety extension project. The target is to have the revisions completed by the end of this year. A second 30 day public comment period has been requested by the FAA and that will likely occur in February/March. Based on the comments received during that period, responses will be incorporated in the document and the revised draft will be submitted to the FAA for review.

C-2 Other Items

The Manager reported that hunters have killed three deer inside the airport fence during the first archery deer season. These were all taken under the hunter's tags, not the State tags. We expect hunting activity will start again after the second archery deer season opens December 1st. Staff is working with the airport's consultant to finalize specifications for the purchase of two snow removal attachments for the new loader. These will be funded under the Airport Improvement Program grant. It is not anticipated that these will be available for this winter season. The City is reviewing changes to the airport's billing system to bring it into compliance with some new banking regulations and improve the functionality of the billing/payment activities for City staff. The update should also increase payment method options for our customers. The timetable for this update has not yet been established.

REPORTS OF TOWNSHIPS AND COMMITTEES

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

Nothing to report from the Townships.

D-2 A2GA2 Report - C. Gordon

Mark Perry's update on the progress of the fireworks planning is reported under Unfinished Business. He also indicated that fundraising will need to be prioritized with the focus on the fireworks display being the top priority.

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

Mr. Perry reported that there was no GA Committee meeting last month.

UNFINISHED BUSINESS

E-1 Family Friendly Improvements

There was no new update on this item.

E-2 Airport Long Term Planning Process

This item will be removed from future agendas.

E-3 Community Membership Needs

One new member to the Committee has been appointed by the Mayor and City Council. Michael Castle has been appointed to fill the expired term of Ray Hunter. There is still one position vacant on the Committee. Posting the vacancies on the "back of bill" notice that goes out with our monthly billing generated a number of contacts that have expressed an interest in serving. To date, only Mr. Castle has returned the Committee application.

E-4 Airport Fireworks Display

Mr. Perry provided an update on the planning for the fireworks display. July 2nd is the tentative date. A2GA2 will be completing the event application paperwork with Pittsfield Township before requesting consideration by the City. They hope to be in front of the Township in January and the City in February. The planning committee continues to meet to work out event details.

E-5 Private Hangar Leases

The Airport Manager reviewed the process approved by the Committee at the last meeting. He met with City legal staff who felt the process being pursued is appropriate. The next steps include developing the hangar maintenance standards for privately owned hangars. Legal will also be preparing an updated standard land lease for these hangars. Once the maintenance standards and the standard land lease are prepared, a meeting with the tenants will be scheduled.

NEW BUSINESS**F-1 Airport Advisory Committee Meeting Schedule - 2016**

The 2016 Airport Advisory Committee meeting schedule was unanimously approved as presented.

F-2 City Council Workshop Meeting

Chair Canter discussed the draft meeting agenda for the upcoming City Council workshop. Some comments from members included focusing on the positives of the airport and what happens at the airport if Council says yes or no to the runway extension project. The Chair will present the draft agenda to Councilmember Krapohl to get his feedback and see if it addresses what he expects. Mark Noel, MDOT-Aero staff, is also scheduled to attend and present to Council at the workshop. The Chair and Pittsfield Township representative Matthew Harshberger will also meet to discuss how to discuss this with the Township.

F-3 Community Benefits Assessment

Chair Canter discussed the importance of completing the Community Benefits Assessment tool to help determine the economic impact that the airport has on the local economy. This tool is available through MDOT-Aero and primarily uses job information and aeronautic activity to help get an idea of local economic impact. Manager Kulhanek indicated that he would get the questionnaire out to airport businesses before Thanksgiving.

ITEMS FOR NEXT AGENDA

The election of officers will be held at the next meeting.

NEXT SCHEDULED MEETING

The next scheduled meeting will be Wednesday, January 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 6:53 pm.