



# City of Ann Arbor

## Formal Minutes

### Airport Advisory Committee

801 Airport Dr.  
Ann Arbor, MI 48108

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Wednesday, November 18, 2020

5:15 PM

Electronic Meeting

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**This meeting is audio only.**

**To listen or speak at public comment call: 888.788.0099 or 877.853.5247**

**Enter Meeting ID: 965 9940 0036**

#### **CALL TO ORDER**

*Chair Farris called the meeting to order at 5:17 pm. The Chair announced this was an electronic meeting in accordance with the State of Michigan orders and provided phone numbers and the process for public comment.*

#### **ROLL CALL**

*Committee members present: Greg Farris, Melanie McNicholas, Kelly Burris, Peter Greenfield, Robert Lyons, Linh Song, Jen Eyer, Theresa Whiting*

*Committee members absent: one vacancy*

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

*Others in attendance: Kathe Wunderlich, Aaron Enzer, Nick Patterson*

#### **APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented.*

#### **APPROVAL OF MINUTES**

*The September 23, 2020 meeting minutes were unanimously approved as presented.*

**A-1**

Airport Advisory Committee Minutes - September 23, 2020

#### **INTRODUCTIONS**

*The Chair welcomed the two new City Council representatives. Each member of the Committee then provided a brief introduction.*

**AUDIENCE PARTICIPATION**

*Chair Farris welcomed those in attendance and explained the process for public comment. Aaron Enzer introduced himself and discussed his interest in taking over the Aviation Center operations. He referenced the email he previously sent to each member of the Committee for additional details. There were no other public comments.*

**CORRESPONDENCE**

*The Committee reviewed the four items of correspondence as presented. There was additional discussion regarding the hangar waiting list and that the airport should consider looking at the process for additional hangar construction to address this demand.*

- B-1** Airport Operations through September, 2020
- B-2** Airport Fuel Usage through September, 2020
- B-3** Airport Hangar Occupancy through October, 2020
- B-4** AAC Membership Roster Update

**AIRPORT MANAGER REPORT****C-1 Project Update - Environmental Assessment**

*The Airport Manager apologized for his oversight in not providing an update on the environmental assessment (EA) project at the last meeting. The Airport Manager provided a brief history of the need for the proposed runway safety extension project and the EA process to the Committee. The EA process continues with the primary focus at this time on the runway justification study, a component of the EA. The draft study has been provided to the FAA for review and comments are expected back before the end of the month. Based on discussions at the monthly project meetings, the comments are not expected to be significant. The current schedule was then discussed by members of the Committee.*

**C-2 Other Items**

*The Airport Manager provided updates on a number of airport related*

*items. The FAA removed the ODALs in October, though they had not been in use for many years. The roof recoating project on the International hangars was completed in late September, all t-hangar building roofs have now been recoated. Working through the City's Office of Sustainability, an outside firm was in to complete energy audits of the terminal building and the maintenance building. We are in the process of selecting an airport consulting engineer with final interviews scheduled for this Friday. The FAA held the annual runway safety action team (RSAT) meeting in early October. The primary takeaway was that pilots are doing a better job in reducing deviations and the numbers have improved significantly over the last year. The airport continues to be down one maintenance employee since January and has not yet received approval to fill this position. This will likely cause issues as we get into the snow removal season at the airport.*

#### **COMMITTEE REPORTS**

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

*There was nothing to report on this agenda item.*

**D-2 Discovery Area Report**

*Chair Farris provided a brief history and the targeted goals of the proposed project to the Committee and will send additional information to the new members. He is working with a design firm to provide a final design that will be used for fundraising purposes.*

#### **UNFINISHED BUSINESS**

**E-1 Terminal Improvements**

*The Airport Manager updated the Committee on the terminal building restroom renovations project that is the focus of this winter. The improvements are much needed but are primarily aesthetic in nature with some improvements towards ADA accessibility. The Manager will be meeting this week with the interior designer that the airport had previously worked with on this project.*

**E-2 FBO Building**

*The Airport Manager provided a brief history of the FBO building and the efforts, including the RFP, towards reuse of the building. The*

*sub-committee met last month and discussed both options of issuing a new RFP or having the airport make the necessary renovations and rent the building out at market rates to one or more users. The Airport Manager was directed to look into the estimated cost of renovating the building for reuse and will schedule a follow up meeting after that has been completed.*

## **NEW BUSINESS**

### **F-1** Airport Advisory Committee Meeting Schedule - 2021

*The Airport Manager presented the 2021 Meeting Schedule for the Committee's consideration. The September 15th 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 15th date was changed to September 22nd and the amended 2021 Meeting Schedule was unanimously approved.*

## **ITEMS FOR NEXT AGENDA**

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

## **NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, January 20, 2021 @ 5:15 p.m. Please call the airport manager's office (734.794.6312) by Monday before the meeting if you cannot attend.*

## **ADJOURNMENT**

*The meeting was adjourned at 6:28 pm.*

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

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