



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

801 Airport Dr.  
Ann Arbor, MI 48108

---

Wednesday, May 15, 2019

5:15 PM

Ann Arbor Airport, 801 Airport Drive,  
Airport Terminal

---

**CALL TO ORDER**

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

**ROLL CALL**

*Committee members present: Greg Farris, Melanie McNicholas, Robert Lyons, David Canter, Theresa Whiting, Kelly Burris*

*Committee members absent: Peter Greenfield, Ali Ramlawi, Kathy Griswold*

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

*Others in attendance: Andy Fowler, Chuck Ferguson, Dan Clisham, Dick Brown*

**APPROVAL OF AGENDA**

*The proposed agenda was amended to add Item F-2 Car Rental Operations Lease and the amended agenda was unanimously approved as presented.*

**APPROVAL OF MINUTES**

*The March 20, 2019 meeting minutes were unanimously approved as presented.*

**A-1**

Airport Advisory Committee Minutes - March 20, 2019

**The Minutes were Approved by the Committee and forwarded to the City Council due back on 6/17/2019.**

**AUDIENCE PARTICIPATION**

*Chair Farris welcomed those in attendance. There were no public comments.*

**CORRESPONDENCE**

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

- B-1** Tower Operations / Fuel Usage through March, 2019
- B-2** Airport Hangar Occupancy through April, 2019
- B-3** 2019 EAA Chapter #333 Pancake Breakfast

#### **AIRPORT MANAGER REPORT**

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

*The FAA, MDOT-Aero, Airport and consultant continue to hold monthly meetings to discuss the progress of the draft Environmental Assessment for the proposed runway safety extension project. Work is progressing on a number of fronts and the target for a public hearing in November and final completion in February 2020 has not changed.*

##### **C-2 Other Items**

*The Airport Manager reported that the turf runway is still closed for the season due to the wet soils on the south half of the runway. The Airport continues its wildlife management efforts and will work with the USDA to eliminate deer located inside the fenced area to reduce the chance of aircraft deer accidents. Charlie row roof recoating is tentatively scheduled for June. The Airport is still working with the contractor to schedule a microseal surface treatment on the terminal ramp consistent with our pavement management plan.*

#### **COMMITTEE REPORTS**

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

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

#### **UNFINISHED BUSINESS**

##### **E-1 Terminal Improvements**

*The Airport is working with the landscape architect on this effort but will*

*need to retain the services of a mechanical engineer to design and prepare the specifications for the heated concrete as part of this project.*

**E-2 FBO Building - Request for Proposals**

*The agreement template that will be used in the Request For Proposals is still under development in the City Attorney's Office. The Attorney's Office has decided to modify the format of the agreement to maintain ownership of the structure while shifting the responsibility for improvements, repairs, taxes, etc. to the Lessee. The original plan was to transfer ownership of the structure to the Lessee, for the duration of the land lease term, and make them responsible for the associated costs of building ownership. The Attorney's Office feels the modified format can accomplish the same end result without transferring the structure back and forth based on the lease term. The existing tenant is continuing month to month so no revenue is being lost.*

**E-3 Request to Change Airfield Name**

*Chair Farris requested to defer discussion on this agenda item until his report under agenda Item F-1 is complete.*

**NEW BUSINESS**

**F-1 Chair Report - Recognition of Airport History**

*Chair Farris reported on his proposed plan to recognize the history of the Airport and the important individuals that make up that local history. This effort would build on the previous work to develop a family friendly "discovery" area outside the terminal building, integrating it with markers recognizing the history of the Airport and of those significant individuals. The Chair discussed his conversations with Dan Clisham, the A2GA2, and visits to other airports that have completed similar undertakings. There was significant discussion from the Committee on the proposal. The Chair will target the July meeting to provide a conceptual plan to the Committee and the Airport Manager will clarify the appropriate use of Airport funds for the endeavor. Dan Clisham, who made the request to change the airfield name, was satisfied with the proposed plan and was in agreement with the Chair to remove the request to change the airfield name from future agendas. The Chair will continue to work with the A2GA2 organization as the primary driver of this discovery/historical area at the Airport.*

**F-2 Car Rental Operations Lease**

*The Airport Manager presented a summary of the key points of the proposed car rental operations lease for the Airport. The final lease is being tweaked for language issues between the two parties prior to consideration by City Council. The Committee won't likely see the final lease before it is submitted to Council because of meeting schedule issues. There was Committee discussion on some of the lease components. A motion was made, seconded and unanimously approved to recommend approval by City Council of the car rental operations lease based on the lease summary presented to the Committee.*

**ITEMS FOR NEXT AGENDA**

*Chair Farris requested that the Discovery/Historical Area item be added to the Committee Reports section of the agenda.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, July 17, 2019 @ 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 6:17 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](mailto: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.**