



# City of Ann Arbor

## Formal Minutes

### Airport Advisory Committee

801 Airport Dr.  
Ann Arbor, MI 48108

---

Wednesday, January 15, 2020

5:15 PM

Ann Arbor Airport, 801 Airport Drive,  
Airport Terminal

---

#### CALL TO ORDER

*Acting Chair Peter Greenfield called the meeting to order at 5:20 pm.*

#### ROLL CALL

*Committee members present: Greg Farris (arrived 5:40 pm), Robert Lyons, Peter Greenfield, David Canter, Jack Eaton, Ali Ramlawi*  
*Committee members absent: Theresa Whiting, Kelly Burris, Melanie McNicholas*

*Ex-officio members present: Matthew Harshberger, Matthew Kulhanek*  
*Others in attendance: Peg Eisenstodt, Noah Keen and two students from local high schools.*

#### Introductions - New AAC Member

*Introductions were deferred until all members are present.*

#### APPROVAL OF AGENDA

*The agenda was unanimously approved as presented.*

#### APPROVAL OF MINUTES

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

**A-1**

Airport Advisory Committee Minutes - November 20, 2019

#### AUDIENCE PARTICIPATION

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

#### CORRESPONDENCE

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

- B-1** Airport Operations through November, 2019
- B-2** Airport Fuel Usage through November, 2019
- B-3** Airport Hangar Occupancy through December, 2019
- B-4** Project Grow Correspondence
- B-5** AAC Membership Roster

#### **AIRPORT MANAGER REPORT**

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

*Work on the draft Environmental Assessment (EA) for the proposed runway safety extension project continues to be on hold pending the issuance of a guidance letter from the FAA. The FAA is currently reviewing their design circular regarding the appropriate table to use for the runway justification study which is a component of the EA.*

**C-2 Other Items**

*The Airport Manager reported that the City is currently soliciting bids for the roof recoating work for hangars in the NW t's. The number of hangars completed this fiscal year will depend on the amount of available funds remaining after our winter snow removal expenses. We are also in the preliminary stages of project development for the replacement of the Runway 24 VASI with a PAPI. The VASI is out of date technology and repair parts are difficult to obtain. This project should be eligible for AIP grant funds. Airport maintenance staffing will be reduced as one of our employees may be off work for six months due to medical issues.*

#### **COMMITTEE REPORTS**

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

*Member Harshberger mentioned an email he received shortly after Christmas from a Township resident with concerns over night flying. The aircraft in question was a Michigan Flyers airplane and he thanked Manager Kulhanek for reaching out to the Michigan Flyers and the resident to try to understand and address the situation. There was a general discussion among the Committee regarding the need for night flying in training situations and how best to integrate that with our efforts to be a good neighbor.*

**D-2 Discovery Area Report**

*Chair Farris presented three concept drawings, prepared by a local architect, for the proposed discovery-historical area. There was a significant discussion among the Committee about the project, process and funding options. Chair Farris would like input from the members regarding the concepts and what they like or dislike. The goal is to focus on one concept by the next meeting, develop preliminary cost estimates and a fundraising plan after that.*

Discovery Area - Concept Sketches

**UNFINISHED BUSINESS**

**E-1 Terminal Improvements**

*Nothing new to report on this item.*

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

*The Airport Manager discussed the efforts from the sub-committee reviewing proposals for the re-development of the hangar at 719 Airport Drive. After reviews of the preliminary proposals, interviews of the finalists, the sub-committee recommended focusing the efforts on the proposal submitted by Gary Powers for a new FBO. The City is now in the due diligence phase of the effort and the proposer should be submitting requested documents today. The Airport Manager will inform the Committee if the status changes. Optimally, the Committee would be considering a proposed lease at the March meeting to recommend to City Council for final approval.*

**NEW BUSINESS**

**F-1 Election of Officers for 2020**

*A motion was made to nominate Greg Farris for the Airport Advisory Committee Chair position for 2020. No other nominations were received. A motion to close nominations and approve the selection of Greg Farris as Committee Chair for 2020 was unanimously approved.*

*Nominations for the position of Vice-Chair for 2020 were opened. The current Vice-Chair was unable to attend tonight's meeting and no one was sure if she was interested in serving again. A motion made to defer the election of the Vice-Chair position until the next meeting was unanimously approved.*

**ITEMS FOR NEXT AGENDA**

*The election of the Vice-Chair position for 2020 and the proposed lease consideration for the re-development of 719 Airport Drive may be on the next agenda.*

**NEXT SCHEDULED MEETING**

*The next scheduled meeting will be Wednesday, March 18, 2020 @ 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 6:37 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.**