



City of Ann Arbor

Formal Minutes

Airport Advisory Committee

801 Airport Dr.
Ann Arbor, MI 48108

Wednesday, March 17, 2021

5:15 PM

Electronic Meeting

This meeting will be audio only.
To listen or speak at public comment call: 888.788.0099 or 877.853.5247
Enter Meeting ID: 913 5734 7692

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, Theresa Whiting, Linh Song, Kelly Burris, Peter Greenfield, Robert Lyons, Jen Eyer
Committee members absent: Melanie McNicholas, one vacancy
Ex-officio members present: Matthew Kulhanek
Others in attendance: Terry Keefe, Kathe Wunderlich, Aaron Enzer, Aaron Aljet*

APPROVAL OF AGENDA

The agenda was unanimously approved as presented.

APPROVAL OF MINUTES

The January 20, 2021 meeting minutes were unanimously approved as presented.

A-1

Airport Advisory Committee Minutes - January 20, 2021

AUDIENCE PARTICIPATION

Chair Farris welcomed those in attendance and explained the process for public comment. Aaron Enzer spoke regarding his desire to purchase Aviation Center and his hope that the Airport would provide a path forward

for the disposition of the building. There was no other public comment.

CORRESPONDENCE

The Committee reviewed three items of correspondence as presented.

- B-1** Airport Operations through January, 2021
- B-2** Airport Fuel Usage through January, 2021
- B-3** Airport Hangar Occupancy through February, 2021

AIRPORT MANAGER REPORT

C-1 Project Update - Environmental Assessment

The Airport Manager reported that the runway justification study, a component of the Environmental Assessment (EA), has been satisfactorily completed. The consultant can now move forward on other chapters of the EA and has begun to present drafts for review. The FAA has requested additional time for review which has pushed the schedule back slightly. The proposed public hearing on the draft EA is tentatively planned for January 2022.

C-2 Other Items

The Airport Manager reported that t-hangar preventative maintenance work has been restarted now that the maintenance staff is back to full strength. A proposal for preliminary design services for the F row hangars, a group of 3-4 new rectangular hangars just east of Echo row, has been requested from the airport's consulting engineer. The operation of fuel trucks on the airport operations area has been raised as a concern by the FAA in last fall's runway safety action team meeting. This issue is being actively discussed by airport, FAA, MDOT-Aero and FBO operators. The airport expects to receive a small amount of additional Federal relief funding from the CRRSAA law approved in December, 2020. The Mayor has recommended the appointment of Mark Perry to the Committee to fill the vacancy left from David Canter's expired term. A recent revision to the State of Michigan Open Meetings Act, effective April 1, 2021, was presented.

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

There was nothing to report on this item.

D-2 Discovery Area Report

Chair Farris updated the Committee on this project. Preliminary design documents, to be used for project fundraising purposes, are still pending from the consultant.

UNFINISHED BUSINESS**E-1 Terminal Improvements**

Final design of the restroom renovation work has been completed and contractor quotes and materials are currently being solicited. Depending on lead times for critical materials, work is anticipated to start in May. The project to replace business counters in the terminal building is also ready to go. We had expected an early April project but material delays are pushing that back about 30 days.

E-2 FBO Building

The Airport Manager has been unable to move forward on securing cost estimates for the renovation of the Aviation Center building because of other work commitments and time constraints. In discussion with the subcommittee, it is recommended that we move forward with issuing an updated Request for Proposals (RFP) for the renovation and reuse of this building. The 20 year land lease will still be the base for the RFP but proposer's will be allowed to submit alternate proposal's for consideration by the City as well. The targeted release of the RFP will be in 30 days.

NEW BUSINESS**F-1 FY 2022 Airport Budget - Proposed**

The Airport Manager presented a summary of the Proposed FY 2022 Airport Budget. The budget will be presented to City Council in April with anticipated approval in May, 2021. The new budget year begins July 1, 2021. Revenues and expenditures were reviewed. No fee increases are proposed and funding for the F Row Hangar Project has been requested

utilizing airport fund balance.

ITEMS FOR NEXT AGENDA

No new items were identified for the May meeting.

NEXT SCHEDULED MEETING

The next scheduled meeting will be Wednesday, May 19, 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 6:04 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; 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.