

AIRPORT AUTHORITY
SPECIAL MEETING MINUTES
JUNE 30, 2016 5:30 PM
COMMISSION CHAMBERS

6/30/2016 - Minutes

1. ROLL CALL

Present: Charles Keniston, Eric Farewell, Katherine Rogers, Bob Kelly, Ryan Michalkiewicz

Staff: Alex Vacha, Airport Manager; Teresa Allen, Assistant Director of Public/Support Services; Jennifer Nanek, Assistant to the City Manager

Guests: Richard Titus, Jack Neal

Chair Katherine Rogers called the meeting to order.

2. Approval Of Minutes

The minutes of the April 4, 2016 meeting were reviewed. Eric Farewell made a motion to approve the minutes; the motion was seconded and unanimously approved.

3. COMMUNICATIONS AND PETITIONS

Richard Titus, resident, said that he rents one of the hangars and asked for bathrooms or at least port-a-potties between hangars as sometimes the main building is not open.

4. UPDATE BY CITY STAFF

4.I. Old Business

4.I.i. Runway Project Update

Teresa Allen submitted a report to the Authority Members on the Runway 06/24 Rehabilitation and Extension project.

(begin memo)

- Update of environmental assessment and project repackage has been completed.
- Project has been bid: Dickerson Florida was the low bid.
- FDOT funding in place.
- FAA application for funding was submitted this June, awaiting grant offer letter.
- Per state statute the city had to competitively bid this project due to cost for professional construction engineering. The city went out to bid but Hoyle, Tanner was the only company that submitted qualifications. State statute requires 3-submittals. The city attorney has advised us to re-bid because the statute does not provide options for only one bid submittal. We have also reached out to the FDOT district attorney for his opinion. We will move forward once we hear back from him.

- Once staff has clear direction on re-bidding the project we will move forward with going to commission to award project to Dickerson.

(end memo)

Eric Farewell reviewed the memo and asked if there has been a response from SWFWMD on our environmental assessment repackage. Teresa Allen said that we haven't heard anything yet. Mr. Farewell asked what the timeline is. Ms. Allen said she would have to check into that.

Eric Farewell asked if there is a deadline for rebidding for the engineering to get three bids. Ms. Allen said that we will wait another week and then see what the attorney from FDOT says. If their attorney and our attorney are in agreement we will go back out to bid. If there are no additional bids then we can show that we made a good faith effort.

4.1.ii. Report On National Skydiving Championship Event

Alex Vacha reported on some of the recent activities and distributed a report that is attached to these minutes.

He reported on his recent outreach activities and the organizations that he has become involved in. He has met and talked with people all over Lake Wales. He reported that the National Parachute Championships went well with over 100 cars coming in resulting in over 200 in attendance. The Lake Wales High School Band assisted with the event.

Mr. Vacha reported on the military training exercises in conjunction with the Lake Wales Fire Department that went well. He reported on some of the improvements at the airport including the pilots lounge being painted and enhanced security measures.

He has been working with the different groups to resolve conflicts concerning the traffic. Communication flow has improved among the groups and several safety measures put in place and there have been no complaints for 30 days. He will continue to monitor the situation and make changes as needed.

The changeover from Betty Hill to the City is going smoothly. He is making sure that the billing to the tenants will be a smooth transition.

Commissioner Perez said that a friend who is a professional photographer took pictures of the championships and will share them when he comes back to town.

On the City Commission agenda Tuesday night is a request to the commission to donate \$300 to the Lake Wales High School Band in appreciation for their help with the championships event.

Commissioner Perez asked about any needs for the budget? Mr. Vacha said he has been working with Ms. Allen on budget requests for next year.

Eric Farewell asked about after hours access to the pilot's lounge and the facilities. Alex Vacha explained that they are working on that and hope to have a solution. Hopefully some additional staff in the future to help with that.

Eric Farewell clarified that regarding communication that they have agreed to increased communication but is not required. Mr. Vacha concurred with this.

Bob Kelly expressed security concerns about stealing planes. Eric Farewell commended the Lake Wales Police Department who check on the airport very regularly. Alex Vacha said that there are

cameras and he can work with the IT Department and see about improving security.

4.II. New Business

Alex Vacha introduced Major Tom Carlin, Public Affairs Officer, from the Civil Air Patrol that is based in Winter Haven. Mr. Vacha explained that they have 20 cadets and he would like to have them expanded into Lake Wales. This would be a great way for more of our community to get involved in the airport.

Major Carlin shared a presentation on the history of the Civil Air Patrol and the current programs offered for both students and adults. They have programs in aerospace education and they are part of the US Air Force. They provide various emergency services to communities. They are looking to educate cities on how they can be helpful. Their cadet program is similar to JROTC and is great for a resume. Andrew Pittman shared his experience in training in aviation manufacturing. Thomas Carlin also shared his experience in glider school. Bob Kelly recommended they work with the local American Legion in Lake Wales as they have a lot of training and equipment that might be useful. Mr. Kelly encouraged them to help train the Lake Wales Fire Department in plane rescues.

Alex Vacha said that a similar presentation will be made to the City Commission in the future to see how the Civil Air Patrol can benefit Lake Wales.

4.II.i. Requirements On Airport Authority Members

Jennifer Nanek reported that the Lakeland Airport Authority has 3 slots for non residents to be members with general Aviation interest. She suggested our ordinance be changed to specify that the three non-residents not be restricted as to where they live just that they have an interest in aviation or in our airport.

Charles Keniston made a motion to recommend modifying the requirements to change the requirements to allow three non-residents to be board members with just a general aviation interest. The motion was seconded and unanimously approved.

Ms. Nanek announced that Bob Kelly is rotating off the board after three terms and that Ryan Michalkiewicz has joined the board.

5. FBO REPORT

Betty Hill was absent.

6. BOARD MEMBER UPDATES

Eric Farewell commended Alex Vacha for finding tie-down fees that hadn't been paid, bringing more money to the City.

Eric Farewell reported a request for new ropes on the ramp. Mr. Vacha said that he knows and passed on the request.

Eric Farewell said that his building will be open soon and will invite everyone to the opening. He also announced that he met the CEO of a company based in Hong Kong who is interested in building at Long Leaf Business Park and building a hangar at the Airport.

7. ADJOURNMENT

The meeting was adjourned. Next scheduled meeting is Monday August 1.

Chair

ATTEST:

Secretary