

THE CITY OF LAKE WALES
AIRPORT AUTHORITY REGULAR MEETING
CITY ADMINISTRATION BUILDING
Regular Meeting Minutes
February 1, 2016 5:30p.m.

2/1/2016 - Minutes

1. ROLL CALL

Chair Katherine Rogers called the meeting to order.

Members Present: Katherine Rogers, Eric Farewell, Dale Marks, Charles Keniston

City Staff Present: Jennifer Nanek, Assistant to the City Manager
Teresa Allen, Public Services Assistant Dir

Guests: Betty Hill, FBO

2. Approval Of Minutes

Eric Farewell made a motion to approve the minutes of the November 7, 2015 and January 4, 2016. The motion was seconded and unanimously approved.

3. COMMUNICATIONS AND PETITIONS

none.

4. UPDATE BY CITY STAFF

4.I. Old Business

4.I.i. FBO Lease Update

Teresa Allen reported that the City and the FBO or Betty Hill are completing negotiations and the City Attorney is drawing up a new lease. There will not be an RFP for a new FBO, the City will take over the Airport and hire an Airport Manager. This Manager and City Staff will work with Betty Hill to be sure of a smooth transition period. Dale Marks asked if the Airport Authority will have input into who is hired. Ms. Allen said that they will look to the Authority members for input and can review the resumes as they come in. Currently they are reviewing job descriptions and what other cities are doing. Mr. Marks asked about the time frame. Ms. Allen said that this will depend on when the manager is hired. Eric Farewell asked if any resumes have been submitted. Ms. Allen said she has not checked with Human Resources today but thought that maybe one came in Friday. Eric Farewell expressed concern that there is a lack of direction at the Airport. Ms. Allen said we have more of an idea now than a month ago so we are further along than we were.

4.II. New Business

4.II.i. Environmental Assessment - Hoyle Tanner

Ms. Allen reported that the pre-application for the 06/24 rehab has been submitted. Hoyle Tanner is working on the upgrade package for the environmental update. A complete environmental assessment isn't needed but some updates. If she gets additional information she will forward it to the board.

5. FBO REPORT

Ms. Betty Hill reviewed the report which is attached to these minutes. She expressed hope that under the new manager more T-Hangars might be built. Dale Marks asked if SWFWMD would need to approve new T-Hangars. Ms. Allen explained that they are in the master plan and it would depend on where exactly the

hangars would go. Generally they would inspect the site upon determination. Eric Farewell mentioned that the City has credits for reclamation areas. Ms. Hill reported that we have continued parking issues and that the gas pumps had to be recalibrated. Possible need for more fuel tanks discussed.

6. BOARD MEMBER UPDATES

Eric Farewell reported that his building will be going up tomorrow and the first phase will be complete by Thursday.

7. ADJOURNMENT

Next meeting is March 7, 2016. Meeting was adjourned.

Chair

ATTEST

Commission Secretary