

**AIRPORT AUTHORITY
REGULAR MEETING MINUTES
Monday February 5, 2018**

2/5/2018 - Minutes

1. ROLL CALL

Members Present: Chuck Clegg, Robert Ohlinger, Katherine Rogers - Chair, Ryan Michalkiewicz, Barbara Pelisek, John Lodge

Commissioner ex-officio: Curtis Gibson

Staff: Alex Vacha, Airport Manager; Brook Barnum, Interim Airport Manager; Jennifer Nanek, City Clerk

Guests: Wilbur Mathurin, Hoyle Tanner and Associates; Michael Moon, with Hanson; Rachel Rakin with Kimley Horn.

The Chair called the meeting to order. A quorum was present.

2. Approval Of Minutes

The minutes of the December 4, 2017 minutes were reviewed and corrected. Robert Ohlinger made a motion to approve the minutes as corrected. The motion was seconded and unanimously approved.

3. COMMUNICATIONS AND PETITIONS

4. Airport Updates - Alex Vacha/Brook Barnum

Alex Vacha reported on the status of the runway extension project. He shared slides of the current progress. They have done a lot of stripping and brought in a lot of fill to get the land up to where the runway is. We are halfway through with construction. They are slated to be complete with the project in May. Ms. Pelisek asked if the runway will be open by the end of May. Mr. Wilbur Mathurin, Hoyle Tanner, explained that there will be clean-up and punch list items that will be done. The runway will be able to open by July 5.

Corporate Hangars - Mr. Vacha said that this is moving forward. They have met with Semco Construction and Hoyle Tanner to complete designs and get a quote. They will be complete in maybe May or June. Possible tenants were discussed. Mr. Vacha recommends a first-come, first-serve basis for deciding who can lease the hangars. this will be up to his replacement.

Fuel System Upgrades - Mr. Vacha reported that they are working on proposals to go out to bid for quotes. This will be advertised soon. A question was asked about the time line. Mr. Mathurin reviewed the process and said this would be finished in approximately May.

Campground Fence Replacement - Mr. Vacha reported that all of the old fence has been removed. The new fence should be installed within a few weeks. A question was asked about landscaping. Mr. Vacha said that is next along with a welcome sign. Ms. Pelisek recommended plantings that are easy to maintain. Mr. Barnum agreed with this.

FBO restroom access update: Alex explained that they are looking at a different access than originally suggested. They want to keep FBO open and provide access directly to the outside with a code lock. Ideas for this were discussed. A new quote on this will be received soon and this will be decided by the next Airport Manager. Security cameras may be added. Improving the appearance of the FBO was discussed.

Staffing change: Alex Vacha explained that he is leaving for Winter Haven Airport and Brook Barnum will

serve as Interim Manager until a replacement is hired. Mr. Barnum will work Saturday through Wednesday and so the FBO will be closed on Thursdays and Fridays. Mr. Vacha said that Teresa Allen will be available if needed during the weekdays brook is off. Many members expressed interest in reviewing the resumes and participating in the hiring process for the new Airport Manager. Jennifer Nanek said she will pass the request along.

Barbara Pelisek recommended an organizational plan that establishes where the various groups go such as where skydivers land and where delta wings go. Alex Vacha said that some of this is in place but its tough to keep everyone in their designated areas. These problems were discussed. Mr. Vacha said that they are open to suggestions on improvement. Ryan Michalkiewicz said that we have an identity problem and recommended establishing goals and decided what kind of Airport we wish to be. Wilbur Mathurin suggested a task force to identify possible solutions. Drones at the airport were also discussed including where and how they can operate.

5. FBO REPORT - Alex Vacha/Brook Barnum

Brook Barnum reviewed the FBO report for January. A copy is attached to these minutes. Chuck Clegg asked about the number of take-offs and landings. Mr. Barnum explained that those are planes not skydivers. Alex Vacha said that the campground is doing well.

6. BOARD MEMBER UPDATES

Alex showed a video from Eric Farewell which was an update on their recent Wings over Winter event. They brought in over 1000 people and there were two minor injuries. They emphasized safety and there were no major problems. Overall things went well.

7. ADJOURNMENT

The meeting was adjourned. Next meeting is March 5, 2018.

Chair/Vice-Chair

ATTEST:

Secretary