

**AIRPORT AUTHORITY
SPECIAL MEETING MINUTES
May 14, 2018**

5/14/2018 - Minutes

1. ROLL CALL

Present: Robert Ohlinger, Katherine Rogers - Chair, Barbara Pelisek, John Lodge, Eric Farewell

Commissioner ex-officio: Curtis Gibson

Staff Present: Jennifer Nanek, City Clerk; Jared DeLong, Airport Manager;

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

2. COMMUNICATIONS AND PETITIONS

3. Approval Of Minutes

The Minutes of the April 2, 2018 meeting were reviewed. Eric Farewell made a motion to approved the minutes as corrected. The motion was seconded and unanimously approved.

4. Airport Updates - Jared DeLong

Staffing Update: Mr. DeLong reported that Brook has left. There is a new hire who is going through the background checks. He may start on the 21st but he isn't sure.

Runway 6/24 Extension and Resurface (9/11/17 - 6/8/17): Mr. DeLong reported that all the subgrade, lime rock and prime coat are complete for the whole thing. They are working on the safety areas and infield. The fencing is complete, and the electrical conduit for lights are installed. The paving could begin May 21st but that is tentative due to the depressions excavation work which is pretty substantial. The AGIS work for mapping geotechnical points which was prompted by the extension work will be costly but the FAA will help with 50%. Mr. Ohlinger asked if this has to do with the approaches. Mr. DeLong said he isn't sure and needs to get with the consultant. Mr. Ohlinger said the approach may have to be re-mapped. Mr. DeLong said he will investigate that. They had the GPR group come out. There are way more than 50 potholes more than what was visually accounted for. The work to address these will be substantial.

TWY A Rehabilitation and TWY B Construction: Mr. DeLong said that this project has gone out to bid. The bid meeting is scheduled for the 16th.

Corporate Hangars Design/Construction: Mr. DeLong said that the consultant has submitted 90% design plans to SEMCO who is our Construction Contractor. SEMCO needs to get back with the City to approve the designs.

Campground Laundry Facility Upgrade: Mr. DeLong reported that he met with SEMCO about relocating it. It would be better closer to the palm tree and would allow for 2 additional lot spaces and would permit easier access to Lot #10. We are trying to determine the utilities layout over there. There is more work involved with this project but it will move along quickly. This project has priority status due to health code citing.

Aviation Fuel System Upgrades: Mr. DeLong said that he is also working on Fuel System Upgrades. He would like to review this project further concerning vendors and pricing. The costs are high and some quotes vary widely. So he wishes to do his homework on this.

FBO - Pilot Lounge - Restroom Access: Mr. DeLong said that he is reviewing the two options. He met with the SEMCO project manager on this. Both options seem expensive. Mr. Ohlinger asked what the two options are. Mr. DeLong described them and said there was a \$3000 cost difference. He will review these options for the best long-term solution. The options were discussed. Eric Farewell suggested a keypad lock on the door and adding cameras. Mr. DeLong agreed that this is a possibility and shared ideas to improve secure access to the facility. Mr. DeLong said he would review this issue further.

AWOS Internet Update: Mr. DeLong said that this project was completed today. RSI, our contractor and FAA wrapped it up today with inspections. Two wires were swapped which caused problems but is now up and running.

FDOT/AVCON Aircraft Operations Counting Systems Project: Mr. DeLong described this aircraft counting system used at non-towered Airports. A number of trail cameras, acoustic counters and radio transmission counters. These devices are supposed to help accurately count Aircraft. Many numbers in the past are canned so we need more accurate data for future grants. Ms. Pelisek asked when the system will be up and running. Mr. DeLong said the system is being tested and hopefully we can apply for funding in the future. The equipment has been removed after the testing was complete. Mr. DeLong described this process and said there were positives and negatives to this type of system. He looks forward to reviewing the data to see how it looks.

5. FBO REPORT - Jared DeLong

Mr. DeLong reviewed the report for April which is attached to these minutes.

Eric Farewell reported on recent special events they have hosted at the airport including a Guinness Record attempt where he jumped at 23,000 feet. This required coordination with the Miami Center. This will be attempted again in June. We have transponder issues that need to be addressed. He then described some of the shows that he has participated in lately including Sun in Fun.

Ms. Pelisek asked about the reopening of the runway. Jared estimated reopening at the end of August or beginning of September. Ms. Pelisek said that as we will have limited access to the runway for a time the rents should be reduced. Mr. DeLong said he will look into that.

6. BOARD MEMBER UPDATES

A question was asked about additional staff. Mr. DeLong said he is looking to hire an ops specialist for next year as that would be most beneficial to him. Ms. Pelisek asked what the schedule would be on weekends with new staff. Mr. DeLong said this is being looked into and he and the new person may work alternate weekends or something.

Eric Farewell asked when 17-35 will be closed. Mr. DeLong said he hadn't heard anything about this and will look into it. The paving is dependent on the depression work.

Mr. Farewell said the portalet company only comes every 10 days instead of every week. Mr. DeLong said he will look into this.

Mr. Farewell asked about the blue plane stuck outside. Mr. DeLong reviewed the status on this and said that he is working with the owner on this situation.

Mr. Farewell reported that Grow Healthy is taking pictures of those flying over every time and is giving everyone a heads up.

Ms. Nanek reported that the terms of Katherine Rogers, John Lodge and Eric Farewell will end July 1st. If

they are interested in reapplying for a new term to get the application into her by June 13th for the June 19th City Commission meeting for them to be reappointed. These terms will end in 2021. Mr. Lodge said that he has already submitted an application. The Chair said that she will most likely apply for a new term. Mr. Farewell said that he is undecided at this point. Ms. Nanek also reported that Ryan Michalkiewice may resign as he cannot make the meetings due to schedule conflicts and so someone is needed to fill that seat.

7. Summer Meeting Dates

After discussion it was decided to tentatively schedule a combined June and July meeting on June 18th. Mr. DeLong recommended an earlier start time to make it easier for him as he has to drive home to Tampa in the evenings. A 4:30 p.m. time was agreed upon. Ms. Nanek said she would send an email and check with the board to confirm a quorum for that date.

8. ADJOURNMENT

Eric Farewell made a motion to adjourn. The motion was seconded and unanimously approved.

Chair

ATTEST:

City Clerk