

**AIRPORT AUTHORITY
REGULAR MEETING MINUTES
March 4, 2019**

3/4/2019 - Minutes

1. ROLL CALL

Present: Chuck Clegg, Robert Ohlinger, Clarke Gerard - Chair, Barbara Pelisek, John Lodge, Herb Gillis

Ex-Officio: Curtis Gibson, City Commission

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

Guests: Wilbur Mathurin and Evan McDougal from Hoyle Tanner & Associates; Eric Farewell

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

2. Approval Of Minutes

The minutes of the February 4, 2019 were reviewed. Robert Ohlinger made a motion to approve the minutes. The motion was seconded and unanimously approved.

3. COMMUNICATIONS AND PETITIONS

4. Airport Updates - Jared DeLong

TWY Bravo North/South and TWY Alpha East: Wilbur Mathurin, Hoyle Tanner Associates, gave an update on the taxiway project. Taxiway Bravo North is paved, temporary striping is down, they are sodding, doing final grading and cleaning up the area. They are working in front of the hangars to tie them into the taxiway. The North should be complete by March 21st. The South is underway they have 75 days left. The process should go through the same process as the North but hopefully won't be as much of a hindrance to everyone. Alpha East won't begin until May when Bravo is complete and will be done in September. This will have a bigger impact on Airport operations.

Mr. Mathurin expressed concerns that some are not minding the barricades and construction areas and going through or around. This was discussed. Mr. Mathurin encouraged vigilance and asked the board to spread the word for all tenants to mind barriers. The chair recommended an email be sent out to all tenants from Jared explaining the specific concerns and warning them away from dangerous areas.

Chuck Clegg asked about the NOTAM situation for tomorrow, if 17/35 is open tomorrow. Mr. DeLong said it was open tomorrow but closed Wednesday and Thursday to complete some work.

Aviation Fuel System Upgrades - The new card reader is in the permitting process. Fuel system will be down for a few days once this moves forward. Mr. Ohlinger asked if both types of fuel will be part of this or will they be separate. Mr. DeLong said they are combined into one system.

FBO Access Update - Mr. DeLong said the permit was approved and materials have been ordered. He explained that the work includes moving a door and window to allow after hours access to the bathroom.

5. FBO REPORT - Jared DeLong

Mr. Jared DeLong reviewed the February report which is attached to these minutes. He lowered the price a quarter and sales sharply increased. Keeping the cost of gas competitive with nearby airports was discussed.

Barbara Pelisek asked about those tenants who are behind in their rents. Jared DeLong said we had to follow state procedures regarding residents so that will take time. Mr. DeLong said there are about 6 there who are delinquent.

Chuck Clegg asked about the status of the vacant hangars. Mr. DeLong said all hangars are contractually filled. He also reported that Mr. O'Neill is no longer looking to build his own hangars.

There was a discussion about requiring a deposit for getting a hangar. First month's rent was recommended. Jared DeLong agreed.

There was discussion about new hangars and locations.

6. CHAIR

6.I. Tenants Meeting/Newsletter

Jared DeLong shared some documents from Lakeland and would like to implement something similar to notify Airport users. He would like to have user groups meetings. Sunshine Law concerns were discussed. A consensus was reached that these group meetings would abide by sunshine law requirements. Ideas for these meetings were discussed.

7. BOARD MEMBER UPDATES

8. ADJOURNMENT

Meeting was adjourned. Next meeting is April 1, 2019.

Chair

ATTEST:

City Clerk