

**AIRPORT AUTHORITY
REGULAR MEETING MINUTES
August 3, 2020**

8/3/2020 - Minutes

1. CALL TO ORDER

Chair Clark Gerard called the meeting to order at 5:30 p.m.

2. ROLL CALL

Members Present: Robert Ohlinger, Barbara Pelisek, John Lodge, Herb Gillis, Clark Gerard

Ex-officio Member: Commissioner Curtis Gibson

Staff Present: Amanda Raabe, Airport Manager; Jennifer Nanek, City Clerk

3. Minutes - July 6, 2020

The Minutes of July 6, 2020 were reviewed and corrected. Herb Gillis made a motion to approve the minutes as corrected. The motion was seconded and unanimously approved.

4. COMMUNICATIONS AND PETITIONS

5. AIRPORT UPDATES

Amanda Raabe said the wildlife assessment is ongoing and may take a year to complete. She will provide updates to the Authority as she receives them. Ms. Pelisek asked if this is the same as the assessment done on the new section where the paramotors are going upon completion? Ms. Raabe said they are doing a Wildlife Hazard Assessment which is a bit different than the one she is doing.

Ms. Raabe said the first meeting about the Master Plan update was held. The kickoff meeting will be held soon.

Ms. Raabe reported said Cobb Construction will begin removal of the septic system in about two weeks. When this is complete the corporate hangars will begin construction. Jump Florida will be putting their building near Aviator rather than the hangars as it is safer for them. Ms. Pelisek asked about the motor on the septic system that broke. Ms. Raabe said it has been fixed for now until its removed. There will be a notification when the septic system goes down so everyone is prepared. The port-a-potties will stay out there.

Ms. Raabe said her new employee will be starting next week. This should free up her time as she has been mowing the grass a lot.

6. AIRPORT ACTIVITIES MONTHLY REPORT

Amanda Raabe reviewed the report attached to these minutes.

John Lodge asked about the inconsistencies between her fuel numbers and those of the city's. Amanda Raabe said her numbers are straight from the system while ADG is a few weeks behind. This was discussed.

Ms. Pelisek asked about ground leases and how much revenue they bring in. Ms. Raabe said that depends on how much the property is worth but not a lot. They bring in more activity to the Airport though. Eventually the building will belong to the City and then there will be revenue from renting out the buildings. She would like to know how much Aviator pays. Ms. Raabe said she could get that information. Barbara Pelisek said

more T-hangers would bring in more revenue. Ms. Raabe said it is a priority and we will work on getting them on our plan so we can get funding. It is a goal to bring in more T-Hangars.

Amanda Raabe said we will start on the master plan in the next few days. Ms. Pelisek asked who provides input to the master plan? Ms. Raabe said there will be a committee set up. Ms. Pelisek asked how often the Master Plan is updated? Ms. Raabe said every 10 years. Mr. Lodge asked who is doing the master plan. Ms. Raabe said it is Hoyle Tanner.

7. BOARD MEMBER UPDATES

Ms. Pelisek asked about the purpose of the user group meetings. She asked if the User Group can be integrated with the Airport Authority somehow Ms. Raabe described the purpose of the User Group which is different.

Commissioner Curtis Gibson asked for clarification about the two meeting groups. Ms. Raabe reviewed the User Group meetings and why they need recording as many of the Airport Authority members attend.

John Lodge said that new patterns would be established last year. Ms. Raabe said none have been established as the group keeps moving so establishing patterns is a waste of time. So right now there are none. For the most part they are staying out of the way of others.

Ms. Pelisek asked about the fence that was moved for the school. They haven't moved out of the segmented circle. Ms. Raabe said that area is wet but they wanted it moved to get lower to land. Ms. Pelisek said it was a waste of time moving the fence as they aren't moving.

Ms. Pelisek asked if we can get an electronic gate for the fuel farm as it keeps getting left open. Ms. Raabe said she would have to add that to the budget. We might get funding after the master plan is done as part of a larger security project.

Ms. Pelisek asked for a copy of the rules and agreement Ms. Raabe gives to the PPGs. Ms. Raabe said she would send those to her.

John Lodge asked about the new monitoring system and who else has this system. Ms. Raabe reviewed some of the neighboring airports that have it. She has seen how it works. Mr. Lodge asked what the cost is. Ms. Raabe said she did not have that amount immediately. Mr. Lodge asked about the benefits. Ms. Raabe said this will help with more accurate numbers of take-offs and landings that will help with funding. It will be like having someone there 24-7. Mr. Lodge asked if we can cancel anytime. Ms. Raabe said yes. The Chair asked if she could send around the costs and the data we will get. Ms. Raabe said yes she will email it.

8. ADJOURNMENT

Chair asked about rescheduling the meeting on September 7. Ms. Nanek said we could reschedule it to August 31 or Tuesday September 8th. The Chair expressed preference for the 8th.

The meeting was adjourned.

Chair

ATTEST:

City Clerk