

On September 5, 2017 the City of Wauchula Airport Advisory Board met for its regular meeting at 1:30 p.m. in the Commission Chambers, Suite 105 of Historic City Hall located at 225 East Main Street, Wauchula, Florida.

Board Members present were Chairman Lavon Cobb, Vice-Chairman Michael Gillispie and Trez Vining.

Also present were Assistant City Manager Olivia Minshew and Deputy City Clerk Victoria Thompson.

**Cobb declared a quorum and called the meeting to order.**

#### **Approval of the Agenda**

Gillispie motioned to approve the Agenda as presented, seconded by Vining.

With no discussion, Cobb called for all in favor, all responded aye.

For those opposed no response. Motion carried.

#### **Approval of the Minutes of July 10, 2017**

Gillispie motioned to approve the July 10, 2017 Minutes, seconded by Vining.

With no discussion, Cobb called for all in favor, all responded aye.

For those opposed no response. Motion carried.

#### **Update FAA/FDOT Grant Application for Runway Rehab**

Tim Shea of Avcon reviewed the progress of the project.

Ms. Minshew reviewed the grant process which included the FDOT portion which would be at 100% with no match needed from the City.

The Board appreciated the update.

#### **Discuss Sky Diving School Request**

John Ledbetter, Kathy Kloess and Casey Kloess-Finley were present to discuss their request to open a sky diving school at the Airport. During initial discussion, the conflict between the future AWOS position and the proposed drop-zone were discussed. Cobb led a detailed discussion on the pros and cons of having the school as well as the prior history of the school at the Airport. In the time it was there, they did not have an incident, injury or death.

New Board Member Ward Grimes arrived at 2:00 p.m.

Cobb brought Grimes up to speed on the current discussion.

Additional discussion included the school not being in operation during special events; ground to air communications; what the insurance requirements would be and the sub-leasing/current status of B&B's office and hangar. The revenue to the City as a whole was also reviewed. Building additional hangars at the Airport was discussed. Ground to air radio was discussed as was the benefit of the AWOS being installed.

During discussion of drop zones, Vining advised the lakes around had gators in them which should keep jumpers landing where they should. The discussion continued on NOTAMs and other aspects of proper operation.

The kind of lease or agreement needed by the school was reviewed to which Ms. Kloess advised all they needed from the City was "*permission to land*". Ms. Minshew advised a lease would be required if they used any space at the Airport; the spaces they may be allowed to use for commercial operations as allowed by FAA were reviewed.

Vining motioned to recommend approval by the City Commission to allow the school at the Airport, seconded by Gillispie.

With no further discussion, Cobb called for all in favor, all responded aye.

For those opposed no response. Motion carried unanimously.

Cobb asked if the proposers would need to attend the City Commission meeting to present their ideas.

Ms. Minshew stated she did not think Staff would not be able to have anything by September's meeting. She advised a few more discussions would need to be held including where the drop-zone would be located because FAA and DOT would need to approve. A copy of the ALP was provided to Mr. Ledbetter and Ms. Minshew asked that he indicate on the ALP where the drop zone would be and there was definitely some leg work that still needed to be done. Cobb asked if it might be presented to the Commission in October; Ms. Minshew advised

maybe. It would be better if the agreement with B&B Aircraft was already ironed out for operations. At this time, the Airport doesn't even have any empty t-hangars. They would only be able to tie-down at this time and would need to work something out with someone for a place. Cobb asked when the October meeting would be held and had discussion on the subject with Ms. Minshew. She advised the subject may need to be work shopped and official action couldn't be taken on it until October 9<sup>th</sup> at the earliest. Cobb asked to be present at the Commission meeting when the subject is presented so he may answer any questions the Commission may have.

Ms. Minshew then reviewed the minimum requirements needed by the school; the ability of the City Airport to require them to cease operations and that there be ground monitoring and ground to air communications. She asked the Board if there were any other minimum requirements which they would require of this operation. Vining asked who would make that call; Ms. Minshew stated that would be City staff. Discussion was then held on who would oversee the agreement with the school. Ms. Minshew stated at this time the Airport is run by a team; Ward is the main contact for pilots and visitors to the Airport and maintenance; the Chief of Police is in charge of security and can issue NOTAMS for the Airport when needed; Ms. Minshew herself handles the grants the JACIP, as well as the FAA and DOT representatives; it is a team effort to run the Airport. She again asked for any additional minimum requirements the Board might wish to have for this operation. Cobb advised he would like to attend the meeting so he can answer questions and represent the Board. Mr. Ledbetter stated they would work with the City whenever they needed to cease operations; they would never fall on their own sword. Discussion was held on the safe operation of the school and the benefits of it. Cobb stated he would look forward to the school being back out at the Airport.

#### **Comments from the Board**

Vining asked if fees were collected for tie downs on the tarmac. Ward advised they were and reviewed the amounts according to time frame for the Board's consideration.

#### **Comments from the Public**

There was no public present to comment.

With no further business to discuss, Cobb adjourned the meeting at 2:30 p.m.

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Lavon Cobb, Chairman

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Deputy City Clerk Victoria Thompson