

**MINUTES
CITY COUNCIL JOINT MEETING WITH
ARCADIA AIRPORT ADVISORY COMMITTEE
CITY OF ARCADIA
THURSDAY, MARCH 8, 2012
6:00 PM**

CALL TO ORDER

The workshop session was called to order at approximately 6:00 PM.

Arcadia City Council

Mayor Keith Keene

Councilman Joseph E. Fink

Deputy Mayor Alice Frierson

Councilman Robert Heine - Absent

Councilman Bob Allen - Absent

Arcadia Airport Advisory Committee

George Chase

Dave Hutchinson

Greg Smith

Ernie Hewitt, Chair

Gary Frierson

Arcadia City Staff

Asst. City Administrator Judi Jankosky

FBO Manager Becky Minnear

INVOCATION: PLEDGE OF ALLEGIANCE: ROLL CALL

1. Administration: Updates and Announcements (Judi)
 - a. Projects

Mrs. Jankosky reported that the security fence was started. FDOT is scheduled to visit for mid inspection on March 21, 2012. She reported that engineering costs were less than expected and they are speaking with the contractors to see the best use of the remaining amount.

- b. FDOT

Mrs. Jankosky reported that FDOT is currently in programming for next year and hoping to receive the funding request. She stated that City Council approved the installation of lights and they should know more in July about funding. The pavement conditioning project with new lines and the Master Plan is currently uncertain as they are not certain FAA will approve 90% or 95%. The total cost is projected to be 1.1 million if funding can be secured.

c. FAA

Ms. Jankosky stated the pre-application for the master plan update was submitted to FAA and they are agreeable with the scope. She added that all airports will eventually have to complete a GPS surveying which may cost \$100,000.

d. Direction from Council on what they expect from AAAC.

Mrs. Jankosky asked for direction from the Council on what they expect from the Committee. Chair Hewett read Resolution 2009-08 in full. The Resolution addressed establishing the Committee, memberships, rules, procedures and that the City Administrator act as liaison between the Committee and Council. Mayor Keene asked for historical background. Mr. Hewitt explained that there was an Advisory Committee some years ago and when things calmed down it disbanded. He continued that in 2008 some businesses were bringing questions to the Council. In order to help screen the concerns and bring suggestions to Council an expert committee was formed that could report to the Council. He stated it was his belief that the Committee is advisory in nature and not concerned with the day to day operations of the airport. He continued that he would yield to Councilman Fink who initiated the request for the joint meeting.

Mr. Hewitt stated that one concern that has come to the Administrator and FBO Manager is that there is a business that wants to establish at the airport. The minimum standards were never adopted by the Council. At the time the FBO did not want to adhere to standards because they believed it was a violation of their contract. The Administrator at the time believed that the FAA overrules the city and the FBO and there was no exclusive contract.

Councilman Fink stated that the purpose of the Committee is to bring recommendations to the Council and since he has been on the Council he has seen no report. He would like to hear the Committee's concerns, agenda and how to address the needs of the Airport. He asked about the runway lights and the rotating beacon locator. He asked if the Airport was a 135 or 145 establishment. Mr. Frierson replied that the rotating beacon locator is always on in order to locate the airport however the runway lights work intermittently. Mrs. Minnear stated that a Notice to Airmen (NOTAM) was issued regarding the runway lights. Chair Hewett explained that Arcadia Airport is a Fixed Base Operator (FBO) with a Unicom system. Mrs. Minnear replied there is no flight school and there are repairmen on duty.

Chair Hewett clarified that Mrs. Minnear does have people available for flight school. Mrs. Minnear replied to Councilman Fink that anyone interested could contact her about flight school. Chair Hewett continued that the Committee has reported to the Council through Mrs. Jankosky such as the recently approved loan for runway lighting. In the past the Committee brought to Council a Resolution mocking the County's Resolution regarding zoning around the Airport which was adopted per FAA regulations. The County failed to codify their Resolution and a house was built near one of the runways. DeSoto County and FAA were notified and restrictions were placed on the house. The Committee recommended to Council that they encourage the County to codify the

Resolution. Chair Hewett finalized that Mrs. Jankosky has been the Committee's spokesperson and liaison and she works closely with the Committee.

Mrs. Jankosky stated that each time she brings a project forward it comes from the Committee. She suggested if the Council would like a written report that could be provided.

Mr. George Chase read from Section 1, item 4 of the Resolution and asked for guidance. He asked for clarification if Aviation Day should be sponsored by the Committee. He indicated that a sub-committee sponsored Aviation Day 2012. Mayor Keene replied that he believes that the Committee was created as a think tank for bringing Airport projects to the City Council. He continued that as in the Visioning Session the Airport is central to Arcadia and Aviation Day he very much enjoyed. He applauded whoever made the event a success and would like to see the Airport go even further such as making utilities available at the Airport.

Mr. Greg Smith stated there are some light sport airplane companies looking for a place for their business. He stated that Arcadia had a paved runway at the time Wauchula Airport had grass runways and a barn. He explained that essentially Wauchula had received Arcadia Airport money to make improvements at their Airport. The Arcadia Airport is now in the graces of the FAA and they want to assist us with improvements. He continued that each category has different standards and you can not compare Arcadia Airport to larger airports. Councilman Fink responded that he wants to know what the Committee would like to do to make the Airport profitable and it was shameful that the Holland and Knight prospectus was not adopted.

Mr. Frierson stated that projects submitted to Council are thoroughly reviewed by the Committee and he cited the example of the current fence project. He noted that they are addressing a problem with the automatic gates however this item will be handled during the installation of the new fencing. Mr. Smith inputted that access to the terminal should be open to the public. Councilman Fink asked when items are brought forward for the Council to review that the Committee include the vote.

Chair Hewett stated that the Holland and Knight Prospectus are standards but do not speak to specifics. In 2009 the Committee requested reinstatement in the FDOT FAA program. City Council is aware of the 5-year bubble and required cooperative effort in obtaining program funding and all projects brought forward are included in the Master Plan. He noted that the Committee does not get in the way of day to day operations of the airport and he appreciates the support of Council.

Mayor Keene thanked Chair Hewett and Mr. Chase for the information and background. He concluded that we have an Airport with potential and he looks to the Committee to bring to the Council what is needed to become prosperous including working with the County to provide utilities.

2. Mike Moon

Tim Parker reported that they are checking on pricing options to complete additional work and the electrical is being reviewed. There was discussion regarding a courtesy car at the airport.

3. Air-Cadia

Mrs. Minnear reported that they are working with Shell Creek on a Flight Club which would be a less expensive way for new student flying. She responded to Mayor Keene that if we have enough people interested in flight school they would come to Arcadia Airport.

OLD BUSINESS

1. George: Final report on Aviation Day

Mr. Chase reported that Aviation Day went well with 120 people taking rides, 152 breakfast plates and 283 lunches sold. The Committee will hold a debriefing later in the month. He reported that there is \$1,800 left over to begin next year's Aviation Day.

A motion was made by Mr. Frierson and seconded by Mr. Chase to approve Certificates of Appreciation for Mrs. Jankosky, George Chase and the three ABC volunteers. The motion carried unanimously.

There was additional discussion regarding the GPS approach and survey. Chair Hewett requested that the Council adopt a Resolution encouraging the County to codify the Airport zoning ordinance.

NEW BUSINESS

1. Discussion and recommendation on Rickey Hilton's shop proposal.

Mrs. Jankosky explained that in 1996 minimum airport standards were adopted. In 1998 the draft prospectus from Holland and Knight was issued but never adopted. There was some concern that the draft was written to fit around the FBO contract. She stated that it may be a good idea for the prospectus to be reviewed to fit with the current needs of the City. Mrs. Jankosky noted that the minimum standards are not required however it assists to a great extent when following the standards in obtaining future grants.

Chair Hewett responded to Mr. Hilton that the Council did not adopt the minimum standards and the FBO at the time objected to the changes because they felt it would affect their contract. The Council stepped back to allow for calming time and then Holland and Knight came in with their study. Mr. Hilton asked what the objections would be to his operating a maintenance shop in the T-Hanger when there are no minimum

standards to meet as he is a single aeronautical activity. Chair Hewett responded that according to FAA you can not have a proprietary contract and you must let other businesses come in and the Holland and Knight Prospectus addresses the minimum standards.

Chair Hewett explained that the previous FBO did not approve of the study because it set criteria such as parking, bathrooms and fire standards. Mr. Hilton replied that there are no adopted standards and he is just requesting a level playing field. Chair Hewett explained the T-Hangars were built with grant money for storage of twin engine aircraft, for storage of materials and light aircraft maintenance. As of now the Air-Cadia contract stands and he urged Council to review the Holland and Knight document. Councilman Fink responded that it would not make sense to adopt a standard that was created 15 years ago because it would be outdated. He continued that you must go by what rules you have today and you can not apply conditions retroactively. He suggested that the proposal be granted utilizing existing standards or deny the request. Mayor Keene inputted that we should do whatever needs to be done to help Mr. Hilton start a business and that he relies on the Committee to provide expertise to the Council on these matters. Deputy Mayor Frierson stated that we do not want to jeopardize future grant funding. Mrs. Jankosky noted that her concern was that the Air-Cadia contract has exclusive rights which place the Airport in FAA violation. Mr. Frierson inputted that the hangars are designed to store aircraft and there are buildings that are commercial, however; once the security fence is in place through traffic will not be allowed. He added that the Fire Marshal has requested them not to work on planes in the hangars. Mr. Frierson reported that other airports have businesses located outside the fenced areas such as Sarasota. Mr. Smith asked if they wanted the airport to grow and the request could be considered as a stepping stone later moving into the Butler Building with growth. He explained that Mr. Hilton does not need the same insurance as the FBO and gave examples of Wauchula and Charlotte County. Mr. Frierson responded that he was all for businesses but did not want to see them in the middle of the airport. Mr. Hilton asked the board to make a motion to approve.

A motion was made by Mr. Frierson and seconded by Mr. Chase to approve the endeavor of the requested new business by Mr. Hilton and recommend that the City Administrator as directed by Council and the City Attorney draft a contract for Council approval. Mr. Chase asked was there a temporary way Mr. Hilton could operate his business through working with the Assistant City Manager and Council. Chair Hewett advised that his concern was any potential litigation and noted that the Committee does not get involved with the day to day operations of the airport.

The Committee reviewed what occurred in the past which clarified that the Committee recommends to the City Administrator and Council with an Agreement written by the City Attorney. Chair Hewett stated that the Airport Committee is for businesses coming in legally. Mr. Smith replied that the Committee should look at what Wauchula, Clewiston and Labelle are doing and what minimum standards they are using. Chair Hewett replied that the request needs to go to the City Administrator with approval by the City Council.

The main motion carried unanimously.

PUBLIC COMMENTS – NO COMMENTS

MEMBER COMMENTS –

Mrs. Jankosky reminded that the Airport must follow FAA rules in order to receive grant funding.

SET NEXT MEETING DATE

The next meeting date was scheduled for April 19, 2012 at 6 p.m.

ADJOURN

Having no further business, meeting was adjourned at 8:15 PM.

APPROVED THIS 3RD DAY OF APRIL 2012

By:

Ernie Hewitt, Chair

By:

Keith Keene

Keith Keene, Mayor

ATTEST:

Virginia S. Haas

Virginia S. Haas, CMC
City Recorder

APPROVED AT HAAC by 3-2 vote
AT 5/17/12 meeting. V. Haas