

**Airport Advisory Board Minutes
January 15, 2014 5:30pm
Airport Administration Building
8807 Airport Boulevard
Leesburg, Florida**

Attendance: Alun Jones
Jake Kertz
David Lewis
Jon VanderLey

Call to Order

Chairman David Lewis called the meeting to order at 5:30pm.

Jon VanderLey gave the invocation and led the Pledge of Allegiance.

Selection of Chairman and Vice-Chairman

Chairman David Lewis opened this item for discussion.

Jake Kertz said he believes Chairman Lewis has done a good job running the meetings. Jon VanderLey made a motion to reappoint David Lewis as Chairman. Jake Kertz seconded the motion and it was approved unanimously.

Jon VanderLey made a motion to reappoint Alun Jones as Vice-Chairman. Jake Kertz seconded the motion and it was approved unanimously.

Approval of Minutes from November 20, 2013 Meeting

Chairman Lewis asked if all members had read the minutes from the November 20, 2013 meeting. Alun Jones made a motion to approve the meeting minutes as recorded. Jon VanderLey seconded the motion and it was approved unanimously.

Airport Manager Update

Airport Manager (AM) Leo Treggi introduced City Manager (CM) Al Minner. CM Minner said that he came here from the city of Sebastian. He is an aviation enthusiast. He received his private pilot license in 2003. He started working on his instrument rating shortly after that but did not have a chance to complete it. Also, his father was a naval aviator and worked as a pilot for American Airlines. He noted the airport in Sebastian is very similar to the Leesburg airport. He said it is a pleasure to be here and encouraged those in attendance to feel free to contact him.

AM Treggi provided the following information:

Airport Lighting Issues – There are still some ongoing issues. A new contractor is working to resolve the problems. The new end of taxiway A is still out due to a wiring problem. A NOTAM has been issued for this. He needs input from the Board members regarding

whether a repair should be made now (which could be fairly expensive) or if the NOTAM should be left in place and have the repair made during the taxiway realignment construction project that is coming up in about four months. If the repair is made now, the same area will be torn up again during the construction project. Alun Jones asked if delaying the repair until April or May is a safety issue. AM Treggi said that end of the taxiway is dark. He repeated that a NOTAM has been issued for it. Chairman Lewis said that perhaps some blue reflectors can be placed out there until the repair is made. AM Treggi said he will check on that. Alun Jones said he would recommend leaving the NOTAM in place and doing the lighting repair when the taxiway work is done. Chairman Lewis moved to leave the NOTAM in place and do the repair with the project. Alun Jones seconded the motion and it was approved unanimously.

Taxiway A Realignment – AM Treggi showed a map of the realignment project area that indicates what old areas will be removed and what new pavement will be built. Charles Bondar asked if the high speed turnoff will be taken out. AM Treggi said it violates FAA standards so it will be removed. The FAA no longer permits a taxiway to intersect where two runways cross. Photos of our airport are actually being used by the FAA as an example of what is not allowed. Charles Bondar asked how pilots will get to the fuel barge. AM Treggi said aircraft will use the new taxiway K to reach that area.

Lighting Upgrade – The City is in the process of reissuing the RFP for this project. There is about \$490,000 available for construction now. That is not enough to do the entire project. The bid document breaks the project into alternatives so it can be done in phases as more funding becomes available. Chairman Lewis asked if the project includes changing to LED lighting. Michael Moon from Hanson Professional Services said it will go to LED. The new part of taxiway A has LED. Charles Bondar asked if this will be integrated in the pilot control. AM Treggi said it will. Joel Hargis asked how the lighting upgrade benefits pilots. AM Treggi said the current wiring is direct buried so it is very susceptible to lightning strikes which causes a lot of down time. Upgrading will reduce both maintenance costs and downtime. Chairman Lewis noted that going to LED will also reduce power costs to the airport.

Weir Condo Hangar Access Agreement – AM Treggi said he sent a proposal to the condo hangar association on December 9th. He just received their response saying they do not believe they are subject to the FAA rule because they are not a residential community. He is working with the City Attorney to find a solution. Chairman Lewis said he has spoken to some of the condo owners. They are working with staff. The Airport Advisory Board is not involved in this discussion. Once an agreement is reached it can be brought to this Board for recommendation, but until then they are not part of it. CM Treggi reminded the Board that this must be resolved by October 1st. Even if the condo hangars are zoned as commercial property they must comply with the FAA regulations. Any through the fence operation regardless of zoning must have an agreement in place. The condo hangars said they were told by FAA they do not need an agreement. FAA has told him they never said that and an agreement must be done. Chairman Lewis said the Board wants what is best for the condo owners but still have the airport in compliance with the FAA regulations. The Board considers the condo hangars part of the airport. He said there is no point in discussing this until an agreement is reached.

Signage update – A pre-application form has been submitted to the FAA for a grant to fund the signage project. The FAA share of the estimated cost is approximately \$1.1 million. The City and FDOT will match 5% of the cost (approximately \$63,000 each). Chairman

Lewis asked if the project will update the signage on the whole field. AM Treggi said it will replace everything except the area that is part of the future realignment. Chuck Bondar asked if the signs will be lit. Michael Moon said they will be lit.

Land Acquisition – AM Treggi said the City Commission has given their approval to apply to FDOT for a grant to purchase the land south of Lowe's along the lakefront. Once the JPA is issued it must be executed by both the City Commission and FDOT. After that an appraisal will be obtained to determine the value of the property. If acquired, the plan is to develop it for both commercial and aviation uses. He advised this Board needs to make a recommendation on the plan to purchase this site.

Jon VanderLey made a motion to recommend approving the purchase of the property at the appraised value. David Lewis seconded the motion and it was approved unanimously.

AM Treggi said if the land is purchased, a RFP will be issued to find a developer for the site.

Airport License – The 2014 license for the airport has been received from the State. The license is clear of deficiencies with the exception of the berm. FAA has suggested changing the declared distance on RW 3/21 to resolve this issue. That is simply a matter of completing some paperwork (form 5010). The berm is in place to protect vehicles and pedestrians on 441 so it cannot be removed.

AM Treggi said the Stormwater Department is scheduled to clean the pond behind the Administration Building. He does not know the exact schedule.

AM Treggi said the Wesley Pierson (the new Airport Maintenance Technician) has been doing a lot of maintenance on weeds and landscaping around the airport. They hope to paint the windsock and berm next week.

Jon VanderLey asked for the status on the signage/numbering plan for the airside buildings that was discussed last fall. AM Treggi said he will follow up with Lt. Richardson of the Fire Department and report back to the Board at the next meeting.

Project Update

Michael Moon of Hanson Professional Services provided the following project information:

Interim Airport Layout Plan Update: The plan has been adopted by the City and sent to FAA and FDOT. They have received comments from FAA regarding the drawings and FDOT regarding the narrative. They are working to address those issues. They should have the report to AM Treggi by Monday for resubmittal. He noted they just learned that the comments received from FAA were from the Orlando office only. They will have to address any concerns noted by the regional office whenever they are received.

Signage: He will be bringing a report on this project to the next meeting.

Chairman Lewis asked if the low level ramp lighting project is on hold until the taxiway realignment is done. AM Treggi said he does not have any information on this project. Chairman Lewis said it is his understanding that this project was

started several years ago but never finished. He heard there is wiring buried along the front of the ramp area that was put in for this project. He was told \$40,000 was spent on this which was just a waste of money. He would like to salvage some of it if possible. AM Treggi said he can look into it. The FAA has suggested doing the realignment in FY 15 so it might be good to address the ramp lighting at that time.

Jake Kertz asked if any thought has been given to relocating the lift station at the corner of Wilco and 441. AM Treggi said that is a complex issue but he can ask the Public Works Director about it. Jon VanderLey said it is probably very expense to move it. Chairman Lewis said the time to move it will be when work has to be done on it to increase capacity.

New Business

Chairman Lewis asked the Board members and public in attendance if anyone had new business for discussion. There was none.

Adjournment

Jake Kertz made a motion to adjourn the meeting. Jon VanderLey seconded the motion. The meeting adjourned at 6:37pm.

Chairman

Secretary