

**Airport Advisory Board Minutes  
June 9, 2016 5:30pm  
Airport Administration Building  
8807 Airport Boulevard  
Leesburg, Florida**

Attendance: Mark Crawford  
Byron Oldham  
Greg Thorpe

**Call to Order**

Vice-Chairman Crawford called the meeting to order at 5:39pm. Vice-Chairman Crawford asked if anyone in the audience would like to give the invocation. There were no volunteers so Vice-Chairman Crawford gave the invocation and led the Pledge of Allegiance.

**Approval of Minutes – May 12, 2016**

Greg Thorpe made a motion to approve the minutes from May 12, 2016. Byron Oldham seconded the motion and it was approved unanimously.

**Ground Lease Agreement with DRJ Silver Lake Holdings, LLC**

Airport Manager (AM) Tracey Dean said the City has leased Jenkins (DRJ Silver Lake Holdings) a piece of property on the north side of 441 by their dealership where they will be parking cars. There was a transition period before they could begin using this parcel due to site work that was needed. They were granted a short term lease (2 months) to continue using the airport site during this transition. That lease has expired.

Jenkins has now asked if they can re-lease the airport site to use for overflow parking. The City currently has no prospects for this site so she proposed a month to month agreement. The City can place a "For Lease" sign on the property and if a tenant is found Jenkins will have 60 days to remove the cars from the site. There will not be a conflict with the airside because with the building removed there is now sufficient room for all ingress and egress by the car transporter vehicles to take place directly from US 441. The lease agreement specifies that they will not have airside access.

Greg Thorpe asked if they will be responsible for maintenance and for confirmation that there will be no cars inside the airport. AM Dean said that is correct. The lease will generate \$1,200 per month for the airport versus nothing if the parcel is left vacant. Byron Oldham asked if the lease could pose any problems or interference for the tenants. AM Dean said there should be no conflicts with airside tenants.

Byron Oldham made a motion to recommend approval of the agreement. Greg Thorpe seconded the motion and it was approved unanimously.

**Project Update**

Rob Hambrecht from AvCon provided the following information.

Apron: This project is in full swing. They are hoping to pave by the end of next week. There is still some electrical work to do on the gates and to get the cameras up and running. They hope to have the project done and closed out by the end of next month.

Seaplane Ramp: The 90% design submittal is expected in early July. They are about 50% complete with permitting. Hopefully at the next meeting they will have the 90% plan that can be shared.

Bill Pike from Wipaire asked about the construction timetable. Rob Hambrecht said they hope to go out to bid in August. The bids should then be received in September and construction would probably realistically begin in January. It will take 6-9 months to complete so it may be open in the fall of 2017.

### **Airport Manager Update**

AM Dean said she has nothing for this item and would like to move on to *New Business*.

### **New Business**

AM Dean introduced Sal Taglireno who is a member of the Full Rich Flyers flying club. She was approached by a friend of his and Jamie Beckett of AOPA regarding starting a flying club at Leesburg. She suggested they come to a meeting to begin discussion on this issue.

AM Dean said she has not done a lot of research on this issue. She has spoken to some other airport managers and they are generally in favor of clubs. Most airports have similar requirements – i.e. there has to be an agreement, the clubs are non-commercial and they must be a non-profit. Many of the clubs work with a FBO. They are usually low-key, but they are social clubs. Some clubs own their own plane and others rent a plane. A concern she has is there is not a hangar available for the club at this time. If their aircraft is tied down at SunAir and there is a group that will be bringing families etc. and it is a big event, the FBO is not large enough to support this type of activity. She is very concerned with the logistics involved. She has heard from tenants there have been flying clubs here before. Brian Sapp from SunAir Aviation said there is a club now (the Villages Flying Club) that uses one of his airplanes.

Sal Taglireno said their club is currently working with a couple of aircraft owners to do a leaseback. They are also considering purchasing their own aircraft. They checked and the hangars at this airport are all full. They are interested in getting into a hangar if one becomes available. They have heard there is a long waiting list for hangars. AM Dean said there is a waiting list for t-hangars. Sal Taglireno said their goal is to have one or two airplanes and a small hangar. Members are charged a sign-on fee and an annual fee and that money goes back into the club to pay for hangar rental, airplane maintenance, etc. AM Dean said they should probably get on the t-hangar waiting list now.

Vice-Chairman Crawford asked how long the list is. AM Dean said it is currently 40 deep. However, she recently had a hangar open up and the first seven people on this list did not want it so it is possible for an opening to get to someone sooner than it might seem.

Vice-Chairman Crawford asked how many members the club is anticipating. Sal Taglireno said they think they'll have 15-20 in the first two years. They do not intend to be a gigantic entity. They don't want too many members if they only have two airplanes. They are currently working on incorporation paperwork with the State.

Byron Oldham asked him to explain more in depth how the club will work. Sal Taglioreno said he and two other individuals are considering purchasing a plane which would then be leased back to the club. The members are not owners of the plane. They are paying for access to the plane. There may also be non-flying memberships for people who just want to participate in the social aspect of the club.

Byron Oldham asked if it would be similar to the boat clubs that are in larger areas like Fort Lauderdale. Sal Taglioreno said yes. All funds will be going back into the aircraft.

AM Dean said this leads to other issues such as whether all club members will need an ID badge, including non-pilots. There are no parking spaces at the t-hangars so if several members are on site there is nowhere to park their cars. Because of this, a t-hangar may not be a good option for them.

Greg Thorpe suggested that AM Dean meet with the key members of the club and determine their goals. Then she can figure out if there is a way to accommodate them. If their goals cannot be accommodated, it is a disservice to allow them to pursue this further. Vice-Chairman Crawford noted that if the logistics of the hangar cannot be worked out, the social aspects of the membership could be affected and that is a big part of the club.

Brian Sapp said that the minimum standards address parking requirements. AM Dean said the Jacksonville authority requires the flying clubs to have substantial hangar space. Our standards can be amended to address flying clubs, but there is still a lot of homework to do on this issue. There is currently no language in the standards for this activity. Vice-Chairman Crawford suggested that she reach out to airport tenants via e-mail before the next meeting for input on this matter. AM Dean said she would do that.

Vice-Chairman Crawford asked for an update on the Chamber car show. He said he tried to contact Sandi Moore today but was unable to reach her. AM Dean said the plan was submitted to FAA on May 2<sup>nd</sup>. They have 45 days to review it. She will get with them in a couple of weeks. She doesn't want to call them prematurely.

### **Adjournment**

Byron Oldham made a motion to adjourn. Greg Thorpe seconded the motion and the meeting adjourned at 6:01pm.

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Chairman

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Secretary