

**Airport Advisory Board Minutes  
December 10, 2020 5:30pm  
Airport Administration Building  
8807 Airport Boulevard  
Leesburg, Florida**

Attendance: Mark Crawford  
Alan Reisman  
Bo Wroten

**Call to Order**

Chairman Alan Reisman called the meeting to order at 5:30pm.

Chairman Reisman gave the invocation and led the Pledge of Allegiance

**Approval of Minutes from November 12, 2020 Meeting**

Mark Crawford made a motion to approve minutes from the November 12, 2020 meeting. Bo Wroten seconded the motion and it was approved unanimously.

**Airport Project Update**

RW 13/31 Rehab:

Wilbur Mathurin from Hoyle Tanner said the project is going well. They are paving today and have put down about 2,500 tons of asphalt so far. The 31 end should be done next week. After that they will begin to mill and pave the 13 end. It is still on schedule and budget and should be finished in April.

Chairman Reisman asked if they have finished grading the sides. Wilbur Mathurin said the 31 side is almost done. On the 13 side they are finished up to the area by Delta and 3/21. Next week they will start the rest of it. Chairman Reisman asked if they will be putting down sod or seed. Wilbur Mathurin said they will sod the first 15' off the edge of the runway and will hydroseed the rest.

Box Storage Hangar Construction: Jack Thompson from GAI Consultants said the final item on the punch list was finished on Tuesday. The hangars look great. Airport Manager (AM) Dean has the ribbon cutting scheduled for Tuesday. Eight of the ten tenants have moved in. They are waiting for a couple of documents from the contractor and then can close the project out. Bo Wroten asked if all the units are rented. AM Dean said all the hangars are rented. Chairman Reisman noted the project went well. Jack Thompson said the contractor (Emmett Sapp Builders) did a great job keeping the site clean and ensuring that nearby tenants were inconvenienced as little as possible. They did not receive any complaints.

US Customs and Border Protection Remodel: AM Dean shared the bid tabulation for the project. Blackwater Construction has been identified as the most responsive bidder. Their references have all been checked. The bid numbers may look high, but this is a complete demo and rebuild of the interior of the facility with an entirely new floor plan. Many things have changed in the US Customs standards since the facility was built in 2005. It is being built to the 2018 standards. The materials alone are more expensive and requirements now include items such as bulletproof glass in certain places, hardened walls from floor to ceiling, security systems, etc. The cost breaks down to about \$3.75 per square foot. She has asked FDOT for the construction phase funding for this project. If it is awarded, she will take the grant amendment and all construction agreements to the City Commission at the same time. It will include the cost for renting a mobile office for about three months. Chairman Reisman asked if this is an 80/20 grant. AM Dean said so far that is the funding provided. She requested the same for the construction portion. The total cost for the project with design, construction, mobile office and some minor furnishings is about \$637,000.00.

Air Traffic Control Tower Equipment: AM Dean said she has received the grant amendment from FDOT to expand the scope of the equipment purchased for this project. The Zetron consoles have already been switched out for the new Liberty Star units. She will get a purchase order to RVA in the next couple of weeks for a new voice recorder, a transceiver back-up radio and equipment for an ATIS (automatic terminal information service).

Chairman Reisman said the tower staff mentioned to him a while back about getting a dolly system to more quickly move disabled aircraft off the active areas. AM Dean said she purchased a plane skate using FAA CARES funding and has already received the reimbursement for it. This was done a few months ago. There is an agreement in place with SunAir Aviation for them to store it at their facility so it is available for them to use when necessary.

Main Ramp Resurfacing: Jack Thompson from GAI Consultants said the 60% plans have been submitted. They will be setting up individual meetings with each impacted business located on the apron to discuss the phasing plan for the project. Everyone on the ramp will be affected and GAI wants to make sure they all understand how the project will be broken down. They will be working from west to east and will do their best to limit the impacts as much as possible. There will always be a way in and out. For multi-hangar tenants, they will ensure that not all of the locations are impacted at the same time. They will get in and out of each area as quickly as possible. Moving west to east will allow them to keep some of the existing tie-downs intact for people to use as needed. AM Dean noted that the tenant meetings will be scheduled in mid to late January because construction is not scheduled to begin until the runway project is complete.

Chairman Reisman thanked Jack Thompson for sending the project information that he requested at the November meeting.

### **New Business**

There was no new business. Chairman Reisman wished everyone a Merry Christmas and Happy New Year.

### **Adjournment**

Bo Wroten made a motion to adjourn. The motion was seconded by Mark Crawford and the meeting adjourned at 5:44pm.

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Chairman

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Recorder