

# City of Clearwater

*Main Library - Council Chambers  
100 N. Osceola Avenue  
Clearwater, FL 33755*



## Meeting Minutes

**Wednesday, February 3, 2021**

**3:00 PM**

**Main Library - Council Chambers**

**Airpark Advisory Board**

## Roll Call

**Present** 4 - Acting Chair Paul Doric, Board Member Kelli O'Donnell, Board Member John Renton, and Board Member Ronald Mason who attended the meeting using communications media technology

**Absent** 2 - Board Member Richard Porraro, and Ex Officio Bruce Brock

**Also Present** - Ed Chesney, P.E. – Marine & Aviation Director, Michael MacDonald - Marine & Aviation Operations Manager, Patricia O. Sullivan – Board Reporter

Awaiting approval

### 1. Call To Order

*The Acting Chair called the meeting to order at 3:00 p.m. at the Main Library.*

To provide continuity for research, items are in agenda order although not necessarily discussed in that order.

### 2. Approval of Minutes

2.1 Approve the minutes of the February 5, 2020 Airpark Advisory Board Meeting

**Member Renton moved to approve minutes of the February 5, 2020 Airpark Advisory Board meeting as submitted in written summation. The motion was duly seconded and carried unanimously.**

**3. Citizens to be Heard Regarding Items Not on the Agenda:** None.

### 4. New Business Items

4.1 Review the Powers and Duties of the Airpark Advisory Board as defined by city code.

Review and discussion of the powers and duties of the Airpark Advisory Board as defined by city code.

*Consensus was that no changes were necessary.*

4.2 Discuss the Airpark Advisory Board meeting frequency

Discuss the Board's quarterly meeting frequency schedule.

*Consensus was that no changes were needed; Special Meetings can be called when necessary.*

4.3 Identify month for the Board's annual report to City Council

Review Council schedule for 2021 and select a meeting month where the Chair representing the Board will provide an update on Board activities and

achievements.

*It was suggested the Board hold several meetings before presenting its Annual Report to the City Council with recommendations that the presentation be scheduled in the fall.*

#### 4.4 Fixed Base Operator (FBO) Verbal Update

*FBO (Fixed Base Operator) representative and Airpark Manager Barbara Cooper reported on tenant levels and visitors. She said business returned to normal after the start of the pandemic; waitlists for hangar space had increased.*

*In response to questions, Ms. Cooper said the Airpark offered lower fuel prices than larger airports and some tenants preferred the absence of an air traffic control tower. While hangars may be available east of Tampa, she said the Airpark's location was more convenient for coastal residents. She said hangars had little turnover and have been waitlisted since a New Port Richey airpark closed. She said the Airpark could benefit from additional tie downs and more vehicle parking.*

*Ms. Cooper reviewed activities at the Airpark's popular annual Open House which was suspended during the pandemic. Other organizations that use the Airpark also were mentioned. Ms. Cooper said the CAP (Civil Air Patrol) had suspended its meetings during the pandemic; the unit was one of the largest in Florida. She said CAP airplanes were not stored at the Airpark.*

#### 4.5 Election of Officers

**Member Doric moved to appoint Kelli O'Donnell as Chair. The motion was duly seconded and carried unanimously.**

**Member O'Donnell moved to appoint Paul Doric as Vice Chair. The motion was duly seconded and carried unanimously.**

### **5. Old Business Items**

#### 5.1 Discuss 2020 update sent to the Board on October 28, 2020.

*Marine & Aviation Director Ed Chesney said the City Council had not yet approved the 2020 Airpark Master Plan; links to the plan had been sent to Board members.*

*Beth Davis said she had lived near the Airpark for 35 years: She said historical data on Airpark flight traffic was unavailable. She expressed concerns Master Plan updates will increase neighborhood noise and Airpark traffic will escalate to 1 flight every 2 minutes during peak times. She said*

*hovering helicopters from the Airpark's training school were the loudest neighborhood noise contributors. She expressed concern the City was spending \$800,000 in Countryside to muffle sound from the Police gun range but did nothing to reduce Airpark noise.*

*Mr. Chesney said a consultant had compiled the one-year-old 2020 Master Plan update, which was 80% funded by FDOT (Florida Department of Transportation). The update considered multiple future operations that the Airpark could support such as additional tie downs, corporate hangars, and t-hangars. Everything built at the Airpark with grant funding had to be in the Master Plan, including important projects such as runway security fencing and technical and safety improvements. Many projects in the 20-year plan were aspirational; funds were insufficient to cover the millions of dollars in listed projects.*

*It was stated while the FAA did not establish noise standards for General Aviation airports, the Airpark should be good stewards of the surrounding neighborhoods and do its best to reduce Airpark operational noise.*

*In response to a question, Marine & Aviation Operations Manager Michael MacDonald said the rotating beacon was a wish list item. A commitment had not been made re its location. Placement would have to meet engineering, setback and zoning requirements, and FAA (Federal Aviation Administration) regulations.*

*Discussion ensued with comments that adding tie down spaces would increase revenues and require additional parking. It was recommended when The Landings property no longer is operated as a golf course, the first option for an alternative use should be Airpark expansion and construction of additional hangars to reduce Airpark waitlists.*

*Mr. MacDonald said the Master Plan did not contemplate expanding the Airpark's footprint. Mr. Chesney said the Airpark coexisted with The Landings property which was zoned recreation/open space.*

*Discussion ensued with support expressed for an onsite restaurant with outdoor seating that would thrive and attract residents and families who did not fly and provide a great community gathering space. It was stated a tiny playground also would provide children a great opportunity to watch the airplanes. It was noted most airparks had successful restaurants which increased airpark revenues. It was commented that improving the Airpark's revenue stream would affect how the facility can be operated.*

*Mr. Cheney said a restaurant could be added to the second floor of the new terminal listed in the Master Plan.*

*Opposition was expressed to razing a shade hanger to build a t-hanger as some tenants could only afford the modest storage option. Mr. Chesney said a structural engineer had inspected all the shade hangars and recommended maintenance, including sandblasting and painting, which will be accomplished during the next few years.*

*Mr. Chesney said staff had developed Airpark Rules and Regulations last year when reviewing the cumbersome Airpark lease which did not address some inappropriate tenant uses. The FBO controlled the master lease. The City controlled the Rules and Regulations. The new 1 to 2 page lease will list the tenant's name, airplane, and monthly rental price and include a Rules and Regulations document that can be modified without encumbering tenant leases. Staff incorporated board member suggestions and worked with the FBO and City's Legal Department while developing the Rules and Regulations. Frequent changes to the Rules and Regulations were not planned.*

*It was suggested the Board review updates to the Rules and Regulations document as they are proposed.*

## **6. Director's Report**

*Mr. MacDonald said staff began work last year on the Hangar C replacement project; the new structure will be identical to Hangar D, built in 2015, except it will have 2 bathrooms to meet new Code requirements. The old structure will be razed in March/April and the new structure assembled once it is permitted.*

*Mr. Chesney said the Hangar C replacement project was fully funded and should be completed this year. The Airpark also secured a new 2020 pick-up truck. The security shack was manned every night. The Airpark was in the process of upgrading security with new cameras and fiber optic cables.*

*Mr. Chesney reported the Airpark had been awarded a \$30,000 grant from the CARES (Coronavirus Aid, Relief, and Economic Security) Act. The funds will be used for maintenance on the shade hangars, camera upgrades, and fence repairs. Airpark reserves were hit by the pandemic downturn.*

*Mr. MacDonald will review the Airpark's 6-year plan with the FDOT representative in the near future. The Airpark's CIP (Capital Improvement Project) list included a new terminal, milling and overlay of the apron, repairing the shade hangars and repainting the taxiway and runway. Mr. Chesney said CIPs will be delayed a year due to time lost during the pandemic.*

**7. Board Members to be Heard:** None.

**8. Adjourn**

*The meeting adjourned at 4:00 p.m.*

Attest:

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Chair – Airpark Advisory Board

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Board Reporter