

**CITY OF LAKE CITY**  
**Airport Committee**  
**January 26, 2009      3:30PM**

**MINUTES**

Committee Members

George Ward, Council Member – Chairman  
Stephen M. Witt, Mayor/Council Member  
Scott Reynolds, City Manager  
D. Tom Sawyer, Airport Manager

Also in Attendance

Steve Baltzley, Natural Gas Director  
Grayson Cason, Project Manager  
Tat Chan, Via Concepts  
Captain Bruce Charles, Sergeant-at-arms  
Don Ramdas, Passero  
Audrey Sikes, City Clerk  
Dorothy Tyre, Finance Director

1. Approval of Agenda  
**Mr. Sawyer made a motion to approve the agenda as presented. Mayor Witt seconded the motion. The motion carried by a voice vote.**
  
2. Approval of Minutes – October 23, 2008  
**Mr. Reynolds made a motion to approve the October 23, 2008 minutes as presented. Mayor Witt seconded the motion. The motion carried by a voice vote.**
  
3. Fuel Pricing Update  
Mr. Sawyer provided members with a memorandum reflecting the most recent retail price per gallon changes at the Lake City Municipal Airport.
  
4. Terminal Project (Don Ramdass)
  - A. Timeline update  
Mr. Ramdass reported the project is right on schedule.
  
  - B. Architecture review  
Mr. Ramdass discussed the conceptual layout of the terminal, parking area, access road, hangars and retention pond.  
  
Mr. Ramdass discussed three concepts with different aviation themes.
  
  - C. Floor plan review  
Mr. Chan discussed the floor plan of the preferred concept. **Members concurred by general consent to present to the City Council.**

D. Costs estimate  
Mr. Ramdass reported the conceptual cost estimate is \$1,650,000. Mr. Ramdass reported this is a CAT 5 standard structure and that if standards were reduced to a CAT 3 the cost would decrease.

E. Available funding  
Mr. Sawyer discussed the anticipated terminal funding for the project.

5. Jayviation Project Update

Mr. Baltzley reported this project was approved by a resolution by the City Council.

6. D Hangars Project – RFQ .

Mr. Baltzley requested approval to proceed with obtaining a RFQ for converting the D hangars into maintenance hangars. It is the intent to lease out the hangars upon conversion. **Members concur for Mr. Baltzley to proceed with the RFQ process.**

7. FAA FY06 Funding Update

Mr. Sawyer provided an update on the funding.

8. Timco Site Maintenance Update

Mr. Reynolds reported staff has begun maintenance and shall be able to complete within the next month. Mr. Reynolds stated staff will prepare a full report for City Council, inclusive of photos, as to the work performed. Mr. Reynolds reported Timco is pleased with the progress.

**APPROVAL ITEMS:**

9. Architecture to City Council

This item already addressed earlier in the meeting.

10. Floor Plan to City Council

This item already addressed earlier in the meeting.

11. Commence Production Design-Council

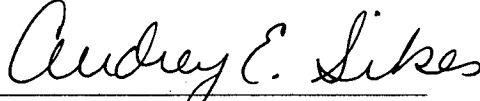
Per Mr. Sawyer this will be addressed at the next meeting.

12. Next Meeting Date

Members will be notified as to the next meeting date.

13. Adjournment

There being no further business, the meeting adjourned at 4:20 PM on a motion duly made and seconded.

  
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Audrey E. Sikes, City Clerk