

**CITY OF LAKE CITY**  
**Airport Committee**  
**May 18, 2009      6:30 PM**

**MINUTES**

Committee Members

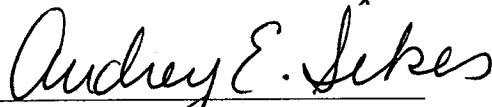
George Ward, Councilman/Chairman  
Stephen M. Witt, Mayor/Councilman  
D. Tom Sawyer, Airport Manager  
Steve Baltzley, Natural Gas Director  
Dave Clanton, Interim City Manager

Also in Attendance

Don Ramdas, Passero  
Shannon Bretts, Passero  
Dorothy Tyre, Finance Director  
Roland Luster, Department of Transportation  
Debbie Adams, City of Lake City  
Steve Baltzley, Natural Gas Director  
Audrey Sikes, City Clerk  
Jeff Hardison, Lake City Reporter  
Lieutenant Joe Moody, Sergeant-at-arms

1. Call to Order  
Mr. Ward called the meeting to order at 6:30 P.M.
2. Roll Call  
Mr. Ward asked City Clerk Audrey Sikes to call the roll. Attendance is indicated above.
3. Approval of Agenda  
**Mayor Witt made a motion to approve the agenda as presented. Mr. Clanton seconded the motion. The motion carried by a voice vote.**
4. Passero Associates LLC, Invoice No. 1389, \$21,356.15  
Per the May 4, 2009 Report to Council, staff is requesting approval to pay the fifth invoice from Passero for preliminary architectural and surveying services under Task Assignment Number One to Basic Contract for Professional Consulting Services for the preparation of plans, specifications and bidding documents for a new general aviation ("GA") center and the construction of aircraft storage hangars at the Lake City Municipal Airport. Services rendered under the Basic Contract are 100% funded by FDOT, District II, under Public Transportation Supplemental Joint Participation Agreement Number 1, between FDOT and the City of Lake City. (Reference City Council Resolution No. 2008-032). **Mayor Witt made a motion to recommend to the City Council approval to pay Passero Associates LLC Invoice No. 1389 in the amount of \$21,356.15. Mr. Clanton seconded the motion. The motion carried by a voice vote.**

5. URS Corporation, Invoice No. 3880718, \$821.75  
Per the May 4, 2009 Report to Council, URS prepared the Lake City Municipal Airport's Stormwater Pollution Prevention Plan (SWPPP) which includes quarterly stormwater sampling and annual reporting for years 2007 and 2009. The Florida Department of Environmental Protection (FDEP) requires this testing and has issued a Mutisector Generic Permit (MSGP) number FLR05A733-002 to the City of Lake City for stormwater discharge associated with industrial activities related to the Lake City Municipal Airport. Staff is currently in the first quarter last of our last sampling year 2009. Non-compliance will find "City" in violation of the SWPPP. **Mr. Baltzley made a motion to recommend to City Council approval to pay URS Corporation Invoice No. 3880718 in the amount of \$821.75. Mr. Sawyer seconded the motion. The motion carried by a voice vote.**
  
6. Approval of Homes of Merit Lease Extension  
Per the May 19, 2009 correspondence from Mr. Sawyer to General Manager Stephen Simms of the Homes of Merit, the City of Lake City approved a notice of election of lease extension on May 18, 2009. The approved renewal term runs from July 1, 2009 through June 30, 2014. The monthly rent for the new term will be current rent (\$513.00 monthly) increased by a percentage derived from the U.S. Department of Labor Consumer Price Index for a period ending June 30, 2009. The City will calculate the new rental when the June 2009 CPI numbers are posted during July by the Department of Labor. **Mr. Baltzley made a motion to recommend to City Council approval of the Homes of Merit Lease Extension for the term July 1, 2009 through June 30, 2014. Mayor Witt seconded the motion. The motion carried by a voice vote.**
  
7. Approval of Quote for Disadvantaged Business Enterprise Bill (DBE)  
Per the May 14, 2009 Report to Council, staff is recommending to issue a notice to proceed to Riverview Consultants, Inc. to prepare an FY 2010 Overall Disadvantaged Business Enterprise (DBE) Goal Setting Methodology Update for the Lake City Municipal Airport in accordance with 49 CFR Part 26 and FDOT/FAA reporting processes. **Mayor Witt made a motion to recommend to City Council the approval of the transfer of funds in the amount of \$5,000 from account number 440-0130-542-30.62 to account number 440-0130-542-30.31 for the Disadvantaged Business Enterprise Goal Setting Methodology. The motion also provides authorization for an issuance of a notice to proceed to Riverview Consultants Inc. Mr. Baltzley seconded the motion. The motion carried by a voice vote.**
  
8. Other Business  
None
  
9. Next Meeting  
Member will be notified of the next meeting date and time.
  
10. Adjournment  
There being no further business, the meeting adjourned at 6:38 PM on a motion duly made and seconded.

  
Audrey E. Sikes, City Clerk