



## AIRPORT ADVISORY BOARD MEETING MINUTES

Flagler Executive Airport  
120 Airport Rd.  
Third Floor  
Palm Coast, FL 32164  
December 14, 2017

**MEMBERS PRESENT:** Mr. Robert Hanson, Mr. Gordon Heritage, Mr. Brian Riehle, Mr. Kurt Schneider and Ms. Agnes Lightfoot  
**MEMBERS ABSENT:** Mr., Jim Crehan  
**STAFF PRESENT:** Mr. Roy Sieger and Ms. Sally Sherman  
**STAFF ABSENT:** Ms. Gina Friedman  
**OTHERS PRESENT:** Blain Meisterhans, and Daryl Hickman

1. After the Pledge of Allegiance, Vice Chairman Riehle called the meeting to order at 4:00 p.m.
2. The Chairman asked for approval of the **November 9, 2017** minutes. A motion was made to approve these minutes, which was seconded, motion carried.
3. Project Updates

### **Construction for Runway 11-29 Relocation and Extension**

Since November 10th, the Contractor has been working toward completing the final phase of the project with an anticipated substantial project completion date of, December 15th, 2017. The Contractor is on pace to meet this self-imposed deadline. As of today, the Contractor only has punch list items, restoration, and final airfield paint markings & FAA flight check left to complete. These items will be completed over the coming days, weeks, and months, respectively. For practical purposes, the project will be substantially completed tomorrow, approximately 30 days ahead of schedule.

Over the course of the last month, the Contractor milled 33,000 SY of asphalt, excavated 7,000 CY of dirt, placed 4,400 CY of limerock, placed 4,300 Tons of asphalt, placed over 100,000 SY of sod & 140,000 SY of seed and mulch, and applied 45,000 SF of temporary airfield paint markings. Additionally, the Contractor installed 17 electrical junction structures, 62 airfield edge lights and bases, 11 airfield guidance signs and bases, nearly 8,000 feet of electrical conduit and grounding wire, and over 23,000 LF of electrical cable.

Once fully completed, the project is projected to finish under budget.

### **Construction Services for the Relocation and Extension Runway 11-29**

Representatives from Hoyle Tanner & Associates and GAI continue to conduct weekly construction coordination meetings, review contractor material submittals, observe construction work for conformity with contract documents, and observe testing and review testing results.

**Wildlife Hazard Assessment**

The draft Wildlife Hazard Assessment is in the hands of the FAA for review.

**Stormwater Master Plan Update**

The pre-application for the Stormwater Master Plan Update was submitted to the FAA on November 14, 2017.

**Wildlife Hazard Management Plan**

The pre-application for the Wildlife Hazard Management Plan was submitted to the FAA on November 14, 2017.

**Additionally notable information:**

- On November 20<sup>th</sup>, the BoCC approved the First Amendment to Space/Use Agreement between Flagler County and Daytona Aviation, Inc. d/b/a Daytona Aviation Academy for Additional Office Space in a County Facility Located at 273 Old Moody Blvd., Flagler Executive Airport. Daytona Aviation leased an additional 1,050 sq. ft. of office space that is contiguous to their current location to have more space for their instructors and students.
- On December 5<sup>th</sup>, the Airport Director was the guest speaker at the Flagler County Rotary Club meeting.
- The East Flagler Mosquito Control District graciously allowed Flagler Beach Rotary Club to utilize their old hangar for the storage and organizing of toys and bicycles for Project Share. Project Share is a project of Rotary Club of Flagler Beach, which is now in its 17<sup>th</sup> year of providing Christmas toys, new and gently used bicycle, and new clothing for over 1,300 children.

4. Fuel Sales:

Mr. Sieger reported that Avgas sales were up from the previous month, however the Jet sales were down.

5. ATCT Manager Comments:

Mr. Meisterhans reported that he is still down one controller and he expects traffic to increase once the airfield is back to full operation.

6. Questions/Comments/New Business:

Ms. Sherman invited the AAB members to attend the ceremony where a time capsule will be buried for 50 years until the Sesquicentennial celebration of Flagler County in year 2067. Mr. Sieger said that a challenge coin commemorating the groundbreaking of the Relocation and Extension of Runway 11-29 project and a finisher's medal from Race of the Runways will be a couple of the items in the time capsule.

7. Tenant Comments:

None

8. Public Comments:

None

9. Adjournment was called for at 4:35 p.m.