



AIRPORT ADVISORY BOARD MEETING MINUTES

Flagler Executive Airport
120 Airport Rd.
Third Floor
Palm Coast, FL 32164
June 14, 2018

MEMBERS PRESENT: Mr. Gordon Heritage, Mr. Brian Riehle, Ms. Agnes Lightfoot, Mr. Kurt Schneider and Mr. Daryl Hickman
MEMBERS ABSENT: Mr. Jim Crehan
STAFF PRESENT: Mr. Roy Sieger, and Ms. Gina Friedman
STAFF ABSENT: None
OTHERS PRESENT: Ken Ali and Charles Henderson

1. After the Pledge of Allegiance, Chairman Heritage called the meeting to order at 4:00 p.m.
2. The Chairman asked for approval of the **May 10, 2018** 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

The FAA Flight Check was completed on May 11th, 2018. The REILs, PAPIs and Runway Edge Lights were inspected by the FAA. Pending approval by the FAA, the project will be complete and the closeout process will be completed over the course of the coming weeks.

Construction Services for the Relocation and Extension Runway 11-29

Representatives from Hoyle Tanner & Associates and GAI are both preparing the closeout documentation, record drawings, and FAA final financial reporting documents.

Design General Aviation Terminal - \$598,000

Hoyle, Tanner & Associates have been selected to perform the consulting, design and bidding services for the new General Aviation Terminal. We are expecting to receive a Public Transportation Grant Agreement (PTGA) formerly known as Joint Participation Agreement (JPA) in July 2018. Once the grant is received both the consultant contract and the PTGA will be placed on the BoCC agenda for consideration.

Wildlife Hazard Assessment

This project is complete. Airport staff are working on the closeout documents.

Master Plan Update-Phase II (Stormwater)

No change. The pre-application for the Master Plan Update Phase II (Stormwater) was submitted to the FAA on November 14, 2017.

Wildlife Hazard Management Plan

No change. The pre-application for the Wildlife Hazard Management Plan was submitted to the FAA on November 14, 2017.

Additionally notable information:

- On May 23rd, the Airport Director met with SJRWMD representatives to inspect the Relocation and Extension of Runway 11-29 project. They were satisfied that the project was completed in concert with permit.
- On May 24th, the Airport Director met with FDOT to discuss project funding. And later on in the afternoon meet with FAA to discuss project funding as well.
- On May 31st, the Airport Director and Gina Friedman attended the Aviation and Seaport DOT updates meeting in Orlando, Florida. The meeting went over funding agreements, invoicing and JACIP updates in anticipation of the new Public Transportation Grant Agreement (PTGA) rolling out July 1, 2018.
- On June 4th, Governor Scott flew into the airport. He was holding a meeting at a local hardware store to highlight the Disaster Preparedness Sales Tax Holiday, which went through June 7th.
- On June 4th, the BoCC approved Space Use Agreement for Boca Hangar, Inc. and Phoenix East Aviation. They always approved an Agreement with Four Star Aero as well.
- On June 8th, the Airport Director met with representatives from Phoenix East Aviation and Paul Culver Construction to discuss the building renovations.
- On June 13th, FDOT operations counting system was installed by Kimley-Horn representatives. They will installed three different systems to count traffic
- On June 14th, the Airport Director chaired the CFASPP meeting at the Daytona Beach International Airport. Three Airport Advisory Board members were able to attend, Mr Heritage, Ms. Lightfoot, and Mr. Hickman.

4. Fuel Sales:

Mr. Sieger reported that fuel sales are down. Avgas is down due to self-serve being inoperative due to a separation in the fuel line. Fuel companies have been contacted for quotes to make the necessary repairs.

5. ATCT Manager Comments:

Mr. Sieger reported that operations are up, and that the tower is still down two controllers.

6. Questions/Comments/New Business:

Mr. Schneider asked if the PAPI's passed inspection. Mr. Sieger said initially they did pass, but they a second FAA aircraft flight checked the PAPI's and said they were not bright enough, so we had to take them out of service. We have contacted our contractor and are working on getting them fixed.

Mr. Heritage asked about the Airport Common development. Mr. Sieger said that the developer has to reapply with TDC. He wasn't sure where they were at in the process since the City of Palm Coast came back with a large list of requirements.

Mr. Schneider suggested that the ATC Manager should meet with all the flight schools to go over operations. Mr. Schneider doesn't want the tower to tell his students to go do something else, when the pattern is saturated with traffic.

Mr. Schneider inquired about the self-serve, and suggested having a line guy stay longer to keep fuel available to people who are flying in after the FBO is closed. Mr. Sieger said he didn't think that would be necessary since we have a NOTAM posted letting pilots know that the self-serve is down.

Mr. Hickman asked about getting full serve at self-serve price since the pump was down. Mr. Sieger said that was not something he would be able to do since we aren't sure how long the pump will actually be down. Mr. Sieger said that typically we do that for a couple of days if we have a short self-serve outage, but since we didn't know how long the outage will be it is not fiscally cost effective.

Ms. Lightfoot asked about the drone ordinance. Mr. Sieger said that is something he still working on. It's a grey area on what to write it, since you can't put something in the ordinance that duplicates or over states the ordinance from the FAA. Mr. Riehle suggested that the County should host a drone class; have someplace where people can go and learn how to properly operate a drone. Mr. Sieger said that there are some great websites that can help simplify regulations, like <http://knowbeforeyoufly.org>.

Mr. Hickman asked what would happen to all the planes in Aero Moto's hangar when the new FBO is built. Mr. Sieger said the Aero Moto was aware of the new construction and the time line. Mr. Sieger also mention that he has a potential tenant that wants to build a box hangar complex on the back side of the airport. This would help with the availability for hangar space.

7. Tenant Comments:

Mr. Ali inquired about a street sign for Old Moody Blvd. Mr. Sieger said he would have a work order put in to have one installed.

8. Public Comments:

Mr. Henderson wants to know if any procedures can be changed so that the traffic pattern isn't over his house. Mr. Schneider and Mr. Hickman both explained on why that isn't possible. Mr. Schneider offered to take Mr. Henderson up in his plane to help him understand why the pattern is the way it is. Mr. Hickman explained that the patterns are for the safety of the aircraft. Mr. Sieger also explained that the airport can only do so much, but with the proximity of the homes to the airport, sometimes nothing can be done.

9. Adjournment was called for at 5:01 p.m.