



## AIRPORT ADVISORY BOARD MEETING MINUTES

Flagler Executive Airport  
120 Airport Rd.  
Third Floor  
Palm Coast, FL 32164  
June 6, 2019

**MEMBERS PRESENT:** Mr. Daryl Hickman, Ms. Agnes Lightfoot, Mr. Les Abend and Mr. Wayne Harrison  
**MEMBERS ABSENT:** Mr. Jim Crehan  
**STAFF PRESENT:** Mr. Roy Sieger and Ms. Gina Friedman  
**STAFF ABSENT:** None  
**OTHERS PRESENT:** Ernest Shelton (PEA), Barbara Lake, Jay Siciliani, Dave Faust, Aynne McAvoy, Lori Colley, Bob Colley and Martin Stohr

1. After the Pledge of Allegiance, Acting Chairman Ms. Lightfoot called the meeting to order at 5:00 p.m.
2. The Chairman asked for approval of the **May 9, 2019** minutes. A motion was made to approve these minutes, which was seconded, motion carried.
3. Project Updates

**Design General Aviation Terminal - \$598,000**  
**Project Cost: \$598,000 (FDOT \$478,400, Airport \$119,600)**

The design of the General Aviation Terminal is still temporarily on hold. A second property appraisal is being ordered for the 14± acre parcel as the property owner has requested a second appraisal to provide additional support for opinion of value. The second appraisal will have a more robust discussion relating to values of wetlands. Once the second appraisal is received, we will move forward with negotiations.

**Master Storm Water Management Plan**  
**Project Cost \$211,500 (FAA \$190,350, FDOT 16,920, Airport Enterprise Fund \$4,230)**

The drainage calculations for the proposed drainage model were started and have progressed. Drainage basin exhibits for the proposed model were completed and the stormwater master plan report is progressing. Site visits for inlet/invert verification are being planned and will be completed soon.

**Wildlife Hazard Management Plan**  
**Project Cost \$30,290 (FAA \$27,261, FDOT \$2,423, Airport Enterprise Fund \$606)**

*No change.* We are awaiting comments/approval from the FAA on the Wildlife Hazard Management Plan submittal, which was submitted to the FAA on February 27, 2019.

**Design for the Rehabilitation of Runway 06-24 and Relocation of Electrical Vault**

**Project Cost: \$639,120.00 (FDOT \$639,120.00)**

On February 14, 2019 the Airport Director requested FDOT funding in the amount of \$639,120.00 for the Design and Bidding Services for the Rehabilitation of Runway 06-24 and Relocation of the Electrical Vault. FDOT representatives have informed the Airport Director that this project will be funded after July 2019, which is FDOT's new funding year. Once the PTGA is received, both the PTGA and GAI Work Authorization will be put on the BoCC meeting agenda for consideration and approval.

**Construction of a General Aviation Terminal Facility**

**Project Cost: \$5,700,000 (FDOT \$4,560,000, Airport \$1,140,000)**

On June 3, 2019, the BoCC approved an FDOT Public Transportation Grant Agreement (PTGA) in the amount of \$3,326,600 that will fund 80% of the costs for Phase I of the Construction of a General Aviation Terminal Facility. This is the initial PTGA, which will be supplemented in FDOT's FY2020, which begins July 1, 2019. The additional FDOT funding will be requested once the design is completed and bids have been received. The total construction costs are estimated to be approximately \$5,700,000.

**Design of a Corporate Hangar**

**Project Cost: \$120,000 (FDOT \$60,000, Private \$60,000)**

On June 3, 2019 the BoCC approved an FDOT Public Transportation Grant Agreement in the amount of \$60,000.00 that will fund 50% of the costs for the Design and Bidding Phase Services for a Corporate Hangar. The remaining \$60,000 will be paid by a private company. The total cost of this phase of the project will not exceed \$120,000. The project will consist of a 100X100 hangar, office/work space, an aircraft apron and associated vehicle parking. This facility will be the future home of an aviation related business with approximately 15 employees.

A Space Use Agreement is forthcoming, the Airport Director is in final negotiations with the company owner. The reason the Airport Director brought the FDOT PTGA prior to the execution of the Space Use Agreement is the funds need to be allocated prior to the end of FDOT fiscal year, which is June 30, 2019. FDOT will also be funding 50% of the construction of the corporate hangar with an additional PTGA in an amount not to exceed \$540,000. The company will fund the matching dollars to FDOT's funding plus all costs exceeding \$1.2 million dollars. The Airport Enterprise Fund will not be responsible to pay any monies if the Space Use Agreement is not executed.

**Additionally notable information:**

- On May 15, 2019, the Airport Director provided a presentation and tour to Citizen's Academy. There were 22 citizens in attendance and everyone enjoyed it.
- On May 17, 2019, the Airport Director provided a presentation and tour to Host of Palm Coast. There were 12 people in attendance and everyone enjoyed it.
- On May 21, 2019, the Airport Director provided a tour of the airport to a potential business tenant.
- On May 22-24, 2019, the Airport Director and Bill Gordon (Airport Operations) attended the FAC Education and Training Summit, in Orlando, FL.
- On May 29, 2019, the Airport Director was invited to attend and speak at Congressman Waltz Transportation and Infrastructure Roundtable held at the Daytona Beach International Airport. The discussion focus was transportation priorities. Mr. Sieger spoke about the need radar for the air

traffic control tower, and updated everyone on the upcoming projects, such as the Rehabilitation of Runway 06-24 and the construction of the new General Aviation Terminal facility.

4. Fuel Sales:

Mr. Sieger reported that we sold a little over 10,000 gallons of Jet A and 12,000 gallons of Avgas.

5. ATCT Manager Comments:

Mr. Sieger said we did 18,832 operations last month and that the tower was fully staffed.

6. Questions/Comments/New Business:

Ms. Lightfoot inquired about the ADSB for Embry Riddle to have installed in the FBO. Mr. Sieger said that Embry Riddle is working on it and they will install it when they have everything that they need.

Mr. Hickman made a motion to dispense with the Roberts Rules of Order for the board to be able to have open discussion about the traffic pattern footprint. Mr. Hickman presented the board with print outs of all four runways showing where each of the houses are located that are being effected by the traffic pattern.

Mr. Abend pointed out based on the location of the house in relation to the runway it would be very difficult to come up with a solution.

Mr. Hickman suggested signage about noise abatement on the airfield.

Mr. Sieger said that he has reached out to the flight schools asking them to be considerate of our surrounding neighborhoods.

Mr. Abend made a motion to have signs at each holding point.

Mr. Hickman made a motion to have touch and goes not start before 7:30 am.

Mr. Sieger said that legally the airport isn't able to control the operations, The Flagler Executive Airport is a public airport and the airport is always open. Mr. Sieger pointed out that flight schools don't do touch and goes at night.

7. Tenant Comments:

Mr. Stohr suggested putting the noise abatement on the ATIS or AWOS.

8. Public Comments:

Mr. Siciliani doesn't want to change the traffic pattern, just the hours of operations. He said that plans fly over his house from 6:30 am to midnight. Mr. Siciliani presented the board with photos and documentation showing Embry Riddle flies all the time.

Ms. McAvoy thanked the board for putting in the time and effort to get the issues resolved.

9. Adjournment was called for at 6:22 p.m.