



## AIRPORT ADVISORY BOARD MEETING MINUTES

Flagler Executive Airport  
120 Airport Rd.  
Third Floor  
Palm Coast, FL 32164  
November 8, 2018

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

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 **October 11, 2018** 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)**

A preliminary floorplan and site plan/parking layout for the General Aviation Terminal has been presented and is being reviewed by the Airport Director. Once the floorplan has been finalized, the design team will submit complete 30% plans for review.

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

On October 15, 2018, the BoCC accepted a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation (FDOT) that will fund \$16,920 (8%) of the costs for the Master Storm Water Management Plan. Once the Airport receives the executed grant back from FDOT, GAI will receive a Notice to Proceed to begin the project.

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

On October 15, 2018, the BoCC accepted a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation (FDOT) that will fund \$2,423 (8%) of the costs to prepare a Wildlife Hazard Management Plan. Once the Airport receives the executed grant back from FDOT, GAI will receive a Notice to Proceed to begin the project.

**Additionally notable information:**

- On October 16<sup>th</sup>-18<sup>th</sup>, 2018, the Airport Director along with the Economic Development Director attended the National Business Aviation Association (NBAA) Conference in Orlando, FL. We were part of a booth with Enterprise Florida. The purpose of attending the conference was to conduct business development for the airport.
- On October 20<sup>th</sup>, 2018, the Airport Director gave an airport presentation to the University Women of Flagler at the Hilton Garden Inn. The presentation was well received. There were 36 people in attendance.
- On October 22<sup>nd</sup>, 2018, the Airport Director chaired the East Central Metro Area CFASPP Steering Committee at the Orlando Sanford International Airport.
- On October 23<sup>rd</sup>, 2018, Eagle Scout Matthew Flint presented a wall display case to the Chair of the Board of County Commissioner, Greg Hansen and the Airport Director that contains old photographs of the airport taken during WWII and a plaque that is dedicated to the Men and Women who served at the Bulow Outlying Field during WWII, now known as the Flagler Executive Airport. This was an Eagle Scout project.
- The Flagler Executive Airport (FIN) hosted the 3<sup>rd</sup> Annual Freedom Fest, on November 3, 2018. The event was a huge success, with over 7,000 people in attendance. The weather was beautiful, it was a great day to salute our veterans, both past and present. Thank you to Agnes, Gordon, Jim, and Daryl for participating.

4. Fuel Sales:

Mr. Sieger reported that Jet A significantly increased by 6,000 gallons from the previous month and Avgas was down slightly.

5. ATCT Manager Comments:

Mr. Meisterhans said that they are still down a controller, and that they are busy! He also stated they had almost 19,000 operations in October.

6. Questions/Comments/New Business:

Mr. Heritage and Ms. Lightfoot complimented Mr. Sieger on Freedom Fest. They said the event was great and the staff was fantastic.

Mr. Schneider inquired about the PAPI's, Mr. Sieger said he is working with airport consultants to get them figured out.

Mr. Sieger mentioned that the Flagler Beach Museum was hosting Flagler Beach Aviation Days on November 28-30, 2018. Mr. Sieger said he was working on a vintage aircraft fly-over for them on November 28<sup>th</sup>.

7. Tenant Comments:

None

8. Public Comments:

None

9. Adjournment was called for at 4:31 p.m.