



AIRPORT ADVISORY BOARD MEETING MINUTES

Flagler Executive Airport
120 Airport Rd.
Third Floor
Palm Coast, FL 32164
November 13, 2019

MEMBERS PRESENT: Mr. Daryl Hickman, Mr. Wayne Harrison, Mr. Martin Stohr, Mr. Frank Ayers, Ms. Agnes Lightfoot and Mr. Les Abend
MEMBERS ABSENT: None
STAFF PRESENT: Mr. Roy Sieger and Ms. Gina Friedman
STAFF ABSENT: None
OTHERS PRESENT: Blain Meisterhans, Ernest Shelton, Tom Shilling, and Randy Patterson

1. After the Pledge of Allegiance, Chairman Hickman called the meeting to order at 2:00 p.m.
2. Chairman Hickman asked for approval of the **October 9, 2019** minutes. A motion was made to approve these minutes, which was seconded, motion carried.

Chairman Hickman gave the floor to Mr. Sieger for project updates and fuel sales.

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. The Airport Director has drafted the Purchase and Sale Agreement and forwarded it to legal counsel for review. Legal counsel has requested a separate agreement to clarify the scope of the drainage easement that benefits Airport Commons, LLC. Once all the parties approve the separate agreement, the Purchase and Sale Agreement will put on the BoCC agenda for consideration.

Master Storm Water Management Plan

Project Cost \$211,500 (FAA \$190,350, FDOT 16,920, Airport Enterprise Fund \$4,230)

The draft stormwater master plan report, draft models, exhibits, and figures are completed. The draft report and appendices were submitted to St. Johns River Water Management District for review and comment. Once comments are received, final edits will be made, and the final submission will be delivered for permit issuance

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

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

The preliminary design was started and the comments from the schematic design review meeting were incorporated in the design. The preliminary 3D grading design, pavement design, drainage design,

lighting/signage/marketing layout, and preliminary utility designs were started and significantly progressed. The preliminary design plans, specs, design report, and draft construction safety and phasing plans were also started and progressed. A meeting has been scheduled with AT&T on site to discuss the relocation/reinstallation of an existing communication utility line that will be impacted by the project grading. A similar meeting will soon be scheduled with FP&L to discuss the logistics of the relocation/reinstallation of their power line that parallels the AT&T communication line.

Construction of a General Aviation Terminal Facility

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

No change. 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)

No change. 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 October 15-17, 2019, the Airport Director attended the Florida Airports Council State Legislative Fly-In in Tallahassee, FL. FAC lobbyists set up meetings for the FAC Board of Directors and Airport Directors from around the state to meet with Senators and Congressmen to discuss aviation related issues. The following topics were discussed, Aviation Work Program State Funding, PFAS Exemption, Engineering Inspections, Peer-to-Peer Rental Car Legislation, Aviation Fuel Taxes, and Reduction of Tax on Aircraft Sales and Leases.
- On November 1, 2019, the Airport Director was a guest on Free For All Friday to promote Freedom Fest.
- On November 6, 2019, the Airport Director chaired the FDOT Statewide CFASPP Steering Committee at the Orlando International Airport.
- **SAVE THE DATE! Freedom Fest, November 16, 2019!** Airport staff have been preparing and coordinating the event over the past month. Vendor setup and aircraft arrival is November 15th. It shaping up to be another great event to celebrate the freedom's we have.

4. Fuel Sales:

Mr. Sieger stated that we did really well and more than doubled our fuel sales for both Avgas and Jet A.

5. ATCT Manager Comments:

Mr. Miesterhans said that operations are pretty steady averaging about 650 operations a day.

Mr. Meisterhans also told the AAB about a LOA (Letter of Agreement) that Flagler has with Daytona ATCT. The agreement is to help Flagler obtain more time when Daytona hands-off a jet in Flagler's airspace. Mr. Meisterhans said things are getting much better between to the two ATCT's.

6. Questions/Comments/New Business:

Mr. Abend suggested contacting a representative with the AOPA to help with obtaining radar at FIN.

Mr. Harrison asked where we were at with Congressman Waltz. Mr. Sieger said that there was no new information from Congressman Waltz's office regarding obtaining radar. Mr. Sieger intends on reaching out to Senator Scott's office as well. Mr. Harrison wants to know what the AAB needs to do to come up with a plan, and stressed that need for radar needs to be escalated up the chain to get it done. Mrs. Lightfoot asked if any of the County Commissioners were taking this seriously. Mr. Hickman stated that he has heard nothing from the County Commissioners since they sent the letter, bringing the issue to their attention. He also added that both he and Mr. Abend attended a BoCC meeting and expressed the need for radar during public comment. Mr. Sieger suggested that the Chair of the AAB request a meeting with the Chair of the BoCC to voice their concerns. The AAB agreed that Mr. Hickman should meet with the Chair of the BoCC. Mr. Sieger said he would arrange for the meeting.

Mr. Ayers suggested having Phoenix East Aviation and Embry Riddle draft a letter of concern to present to the Board of County Commissioners. Mr. Abend feels that the letter would be better served to be presented to Senator Scott and not the Board of County Commissioners.

7. Tenant Comments:

None.

8. Public Comments:

None.

9. Adjournment was called for at 2:42 p.m.