



AIRPORT ADVISORY BOARD MEETING MINUTES

Flagler Executive Airport
120 Airport Rd.
Third Floor
Palm Coast, FL 32164
October 11, 2018

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

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 **August 9, 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)

On August 22nd & 28th, the Airport Director, along with the representatives from Hoyle, Tanner and Associates, GAI Consultants, and the architect, James Moore visited a half dozen GA terminal facilities in Florida. The team visited the Winter Haven Airport, Bartow Municipal Airport, Valkarie Airport, Space Coast Regional Airport and SheltAir at the Daytona International Airport. The reason for the visits was to discuss with the users the functionality and determine space sizes of the facilities, but most importantly what do they wish they did better. HTA has begun the landside design to include the parking lot layout and roundabout layout. This includes preliminary geometry of these areas. Additionally, the airside design has begun to determine aircraft apron layout and extents of pavement. Utility coordination and drainage permitting research is being conducted as well. Early today the Airport Director met with the design team to discuss building footprint preferences (floor plans).

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

On August 20, 2018, the BoCC accepted an FAA Grant Offer in the amount of \$217,611.00 that will fund 90% of two projects: Prepare Wildlife Hazard Management Plan and Update Airport Master Plan Study (Storm Water Management Plan). Of this grant, \$190,350 will be for the Storm Water Management Plan. On October 15th, the BoCC will be presented with a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation (FDOT) that will fund \$16,920 (8%) of the costs for this project.

Wildlife Hazard Management Plan

Project Cost \$30,290 (FAA \$27,261, FDOT \$2,423, Airport Enterprise Fund \$606)

As stated on the previous project, on August 20, 2018, the BoCC accepted an FAA Grant Offer in the amount of \$217,611.00 that will fund 90% of two projects: Prepare Wildlife Hazard Management Plan and Update Airport Master Plan Study (Storm Water Management Plan). Of this grant, \$27,261 will be for the Wildlife Hazard Management Plan. On October 15th, the BoCC will be presented with a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation (FDOT) that will fund \$2,423 (8%) of the costs for this project.

Additionally notable information:

- On August 17th, the Airport Director met with representatives from Enterprise Car Rental to discuss the new car wash facility and overflow parking for rental vehicles.
- On August 31st, the Airport Director met with FDOT representatives for a Work Program Development meeting. This is an annual meeting to discuss potential airport projects for the next 5 years.
- From September 11th–17th, the Airport Director attended the Reno Air Races in Reno, Nevada. The trip was to conduct business development for the airport.
- On September 27th, the Airport Director provided a presentation and tour of the airport for Citizen's Academy. There were 18 people in attendance; both the presentation and tour were well received.
- On October 10th, the Airport Director attended a Florida Airports Council Board of Directors meeting in Orlando, FL.
- **SAVE THE DATE!** The Flagler Executive Airport (FIN) will be hosting Freedom Fest 2018, on November 3, 2018. Freedom Fest is an event to salute our veterans, both past and present. Freedom Fest will feature concerts, static military aircraft and vehicles, warbird flyby's and plenty of food and beverage vendors. We will also have a spectacular fireworks display Saturday night to close the event. It will be a great weekend to celebrate veterans and freedoms that we have. This is a **FREE** event!

4. Fuel Sales:

Mr. Sieger reported that that fuel sales were down. Avgas at 5,300 gallons and Jet A 5,900 gallons

5. ATCT Manager Comments:

Mr. Meisterhans stated that he has a new hire. He also updated the AAB that there is a big push for radar.

6. Questions/Comments/New Business:

Mr. Heritage asked about the article in the paper about the City of Palm Coast buying three (3) drones. Mr. Sieger said he has had some discussions with the City, however they are not able to fly within 5 miles of the airport. Ms. Lightfoot also inquired about the drones and if people are doing

what they are supposed to be doing when flying their drones. Mr. Meisterhans stated that people seem to be pretty good about contacting the tower about the drone usage close to the airport. Mr. Sieger said that we have not had any incidents with drones coming into contact with aircraft.

7. Tenant Comments:

Mr. Schneider asked about the parking of the fuel trucks next to his hangar. He is not crazy about how the line guys park them at an angle. Mr. Sieger said that's how he wants them parked and feels that it is all around the best way to have them parked as it prevents them from having to back up.

8. Public Comments:

None

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