



AIRPORT ADVISORY BOARD MEETING MINUTES

August 11, 2016

Flagler Executive Airport
Airport Administration Office
201 Airport Road
Palm Coast, FL 32164

MEMBERS PRESENT: Mr. Gordon Heritage, Mr. James Brown, Mr. Brian Riehle and Mr. Kurt Schneider
MEMBERS ABSENT: Mr. Robert Hanson
STAFF PRESENT: Mr. Roy Sieger, Mrs. Sally Sherman and Mrs. Gina Friedman
STAFF ABSENT: None
OTHERS PRESENT: Stephen Garten and Blain Meisterhans

1. After the Pledge of Allegiance, Chairman Heritage called the meeting to order at 4:00 pm.
2. The Chairman asked for approval of the **June 9, 2016** minutes. A motion was made to approve these minutes, which was seconded, motion carried.
3. Project Updates

Design for Runway 11-29 Relocation and Extension

Construction of the **Runway 11-29 Relocation and Extension** project is anticipated to begin this fall. Grant applications have been submitted to FAA and FDOT for funding of the \$12,182,993.45 construction project. Additionally, FDOT funds have been requested for the required tortoise relocation, material testing and post-construction AGIS survey. The FAA and FDOT grants should be issued in September 2016

Construction of Partial Parallel Taxiway "H"

The **Construction of Partial Parallel Taxiway "H"** project is complete. The contractor's final pay application has been received along with other required project documentation. The project closeout packages will be provided to FAA and FDOT.

Construction of South Entrance Road (Phase II)

The water and sewer portions of the project are 95% complete. The back flow and meter still need to be installed.

Sub-base for **Phase II of the South Entrance Road** has been placed. Final grading and testing will occur after curbing is completed. Curb will begin being placed on the week of August 15th. The turnlanes along Belle Terre are being stripped of vegetation. Sub-base will be mixed later this week. Expected completion for the roadway project is early September.

Replacement of Precision Approach Path Indicators

The LED fixtures were replaced in all units based on the manufacturers recommendations. Runway 6 and 24 are operational. Runway 11 and 29 need to be re-flown for FAA inspection. Tree clearing for the 29 approach needs to be completed prior to Runway 11 and 29 being re-checked.

Wildlife Hazard Assessment

The **Wildlife Hazard Assessment** project is in the last quarter of the year-long field observation. There were two sets of observations conducted in June and July, with three observations periods (dawn, mid-day and dusk) for each set. Once field observations are concluded in November, the analysis will be completed and a final report will be provided.

Mosquito Control Facility

Construction of the new **Mosquito Control Facility** is gaining momentum. Foundations and floor slabs have been poured and steel erection is underway on the covered parking and hangar/office building. EFMCD anticipates moving into the new facility in December 2016.

Additionally notable information:

- On June 16th, the Airport Director attended the East Central Metropolitan Area CFASPP meeting at the Kissimmee Gateway Airport. At this meeting Mr. Sieger was nominated and appointed as Chair for this committee. There are nine Regional and one Statewide aviation steering Committees in the state of Florida, which were created to manage and give policy direction to development of the Continuing Florida Aviation System Planning Process (CFASPP). The CFASPP was created jointly to by the Florida Department of Transportation and the Federal Aviation Administration to develop and maintain a Florida Aviation System Plan and to develop recommendations for the State of Florida input to the Federal Aviation Administration's National Plan of Integrated Airport Systems.
- On June 21st, the County Administrator, the Deputy County Administrator and the Airport Director attended a meeting with the City Manager of Palm Coast to discuss the de-annexation of property that the airport purchased for the construction of Relocation and Extension of Runway 11-29.
- On June 22nd, the Airport Director attended the mandatory pre-bid meeting for the new Florida Army National Guard facility. The meeting was held at the National Guard facility on the Flagler Executive Airport and was well attended by numerous contractors. The Airport Director briefed the group on the various documents that the winning contractor would have to submit to the FAA prior to construction.
- The July 14th Airport Advisory Board was canceled.
- On July 16th-20th, the Airport Director attended the Florida Airports Council in Bonita Springs, FL. At the conference the CFASPP Statewide Steering Committee meeting was held and Mr. Sieger was nominated and appointed to the Vice-Chair position of this committee. Also during this conference, Mr. Sieger was appointed as one of the Director's to the Florida Airport's Council (FAC). FAC is an association of publicly-owned and operated airports, airport professionals, and experts in the fields of airport design, development, and improvement, as well as aviation trades that support the airport industry in Florida. It is the largest airport specific organization in Florida and is considered by industry leaders to be the premier airport organization in the nation.
- On July 26th-31st, the Airport Director attended EAA AirVenture Oshkosh, located in Oshkosh, Wisconsin. The trip was aimed at business development. The Airport Director made numerous new business contacts, two of which may lead to businesses moving to the Flagler Executive Airport.
- On August 10th, the Airport Director participated in a webinar (Meeting #4) regarding Phase 2 of the Florida Aviation System Plan (FASP) 2035 Update.

4. Fuel Sales:

Mr. Sieger reported that Avgas was up a little over 1,000 gallons, but Jet A fuel sales were down about 500 gallons.

5. ATCT Manager Comments:

The ATCT Manager said that the operations were up.

6. Questions/Comments/New Business:

Blain Meisterhans inquired about the logging trucks that will be here for the tree clearing for the Relocation and Extension of Runway 11-29 project. Mr. Sieger explained that the logging company has been briefed as to where they will ingress and egress the airport and barricades will be placed on the construction road so no one will have access to the runways.

There was some discussion between the Board members, Mr. Sieger and Mrs. Sherman regarding the meeting between the City and County about the de-annexation of property that the airport purchased for the construction of the Relocation and Extension of Runway 11-29 project. Mr. Sieger explained to the AAB that if an airport project impacted property located in the jurisdiction of the City of Palm Coast, it would require approval by the City council as well as the County Commissioners.

Mr. Sieger let the AAB know that there will be a ground breaking ceremony for the Florida Army National Guard on October 14th at 11:00 AM. He also let them know that they would be receiving a formal invitation.

Mr. Heritage asked about the construction on the third floor of the Airport Corporate Center. Mr. Sieger explained that the build out was for the Tourism Development Office, thus making the airport 100% occupied. Mr. Reihle raised a question about future expansion, since everything was leased. Mr. Sieger said that was all part of the Airport Master Plan and that we have plenty of space for expansion, especially now that the new access road will soon be completed.

7. Tenant Comments:

Mr. Schneider said that he was very pleased with Mr. Sieger and how he handles the airport.

8. Public Comments:

No comments

9. Adjournment was called for at 4:38 p.m.