



AIRPORT ADVISORY BOARD MEETING MINUTES

Flagler Executive Airport
120 Airport Rd.
Third Floor
Palm Coast, FL 32164
December 8, 2016

MEMBERS PRESENT: Mr. Gordon Heritage, Mr. James Brown, Mr. Brian Riehle, & Mr. Kurt Schneider
MEMBERS ABSENT: Mr. Robert Hanson
STAFF PRESENT: Mr. Roy Sieger
STAFF ABSENT: Ms. Gina Friedman
OTHERS PRESENT: None

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 **November 10, 2016** minutes. A motion was made to approve these minutes, which was seconded, motion carried. Mr. Sieger welcomed all the Board members to the newly renovated office space for the Tourism Development Office. He went on to say all of the future Airport Advisory Board meetings will be held in this conference room until a new General Aviation Terminal can be constructed. Mr. Heritage asked about the remaining space on the second floor of the Airport Professional Center. Mr. Sieger explained that the last 1,000 sq. ft. is being renovated into three more of offices for U.S. Patriot Title. U.S. Patriot Title will have the entire seconded floor leased to them.
3. Project Updates

Construction for Runway 11-29 Relocation and Extension

All of the grant funding is in place for the **Construction of the Runway 11-29 Relocation and Extension** project. A pre-construction meeting is scheduled for December 14, 2016 for all parties involved in the project.

ESA has submitted the paperwork to the Florida Fish and Wildlife Conservation Commission to receive a permit to excavate gopher tortoise burrows, remove and relocate all gopher tortoises found. There are approximately 223 gopher tortoise burrows that need to be excavated prior to the start of construction. Once the permit is received, this portion of the project is anticipated to begin in January 2017.

Wildlife Hazard Assessment

The year-long field observations have been completed for the **Wildlife Hazard Assessment**. An analysis of the findings are currently being compiled into a final report by ESA.

Mr. Heritage inquired if the Airport Advisory Board would be receiving a final briefing on data that was collected for the Wildlife Hazard Assessment. Mr. Sieger said there wouldn't be a final briefing, but he would be happy to show them the final report from ESA once it is completed.

Mosquito Control Facility

Construction of the new **Mosquito Control Facility** is ongoing. The erection of the administration and operations building is complete. Siding has been installed on operations portion of structure. The majority of CMU walls have been erected on the administration portion of the building. Septic system has been installed. The Chemical Storage building has been erected and roof trusses installed. Interior rough-ins have begun on administration portion of the main building. The heliport concrete pad has been poured.

Mr. Riehle asked what the role of the Commissioners of the East Flagler Mosquito Control District was. Mr. Sieger explained that the East Flagler Mosquito Control District was a taxing authority and the Commissioners oversee the entire operation, much like the Board of County Commissioners do for Flagler County.

Additionally notable information:

- The Flagler Executive Airport (FIN) hosted Freedom Fest 2016. The event took place on Veteran's Day weekend, November 11th-13th, 2016. Freedom Fest kicked-off with the County's Veteran's Day Ceremony. After the ceremony there were concerts, static military aircraft and vehicles, plenty of vendors and a fireworks display on Saturday night. We also had the Vietnam Traveling Memorial Wall here as well. It was a great weekend to celebrate veteran's and the event was FREE to everyone! It was a fantastic weekend to celebrate our veterans and the freedoms that we have. We had appropriately 5,000 people in attendance over the three days.
- On December 2nd, the Airport Director attended the retirement ceremony of LtCol Widner at St. Francis Barracks, St. Augustine, FL. LtCol Widner retired from the Florida Army National Guard after 39 years of service. LtCol Widner was the Construction & Facility Management Officer who was part of the Florida Army National Guard team that helped bring the new Florida Army National Guard facility Flagler County, which is being constructed to property adjacent to the Flagler Executive Airport.
- On December 6th, the Airport Director attended the FDOT Florida System Plan (FASP) meeting in Orlando, FL. The Airport Director is a member of the Comprehensive Review Team for this study.

4. Fuel Sales:

Mr Sieger reported that Jet fuel increased from the previous month from 9,041 gallons to 10,731 gallons, with AVGAS slightly decreasing from 6,949 gallons to 6,128 gallons.

5. ATCT Manager Comments:

Mr. Meisterhans, (ATCT Manager), reported that there were 16,156 operations conducted during the month of November, that is the highest number of operations in a month for this year.

6. Questions/Comments/New Business:

Mr. Heritage asked if there has been any information disseminated out to the residents of Flagler County regarding the use of drones around the airport. Mr. Sieger stated that there is not an official ordinance put out by Flagler County, however he said that all drones need to be registered with the FAA. When the drone user goes to the website to register there is information pertaining to flying drones safely. Mr. Meisterhans said that he had to provide a grid map of the areas surrounding the airport to FAA. The FAA uses this information to disseminate to commercial drone users when operating around the airport for quick reference to drone operations for both the user and the controllers.

Mr. Riehle provided an update to the Airport Advisory Board regarding the Flagler Executive Airport Air Traffic Control Tower receiving radar. A couple of months Mr. Riehle took the initiative to contact the FAA to check on the status of radar equipment. The FAA provided the following information. The FAA no longer supports standalone Standard Terminal Automation Replacement System (STARS), Local Integrated Tower Equipment (LITE) Systems and will not install, configure or maintain any STARS LITE System. Based on upon current requirements, FIN ATCT does meet the FAA's requirements for radar

display/system establishment. There is a validation requirement in our NAP toolset. The NAP number is 2009-5690. This requirement was validated in 2011. There is no way to determine at this time if or when the FAA would establish a radar display at FIN. The FAA has a long list of unfunded requirements and continue to search for available funding to implement these projects.

The FAA went on to say there was another option for the Flagler Executive Airport to establish a STARS Remote Tower suite off Daytona Beach TRACON (DAB). This option would require that the airport pay all the costs associated with the purchase, installation, configuration and maintenance of the system. Prior to purchasing the system, the FAA will need to confirm that the FAA Tech-Ops and associated leadership are willing to establish a reimbursable agreement to support and maintain the system (at the airport's cost). The estimated up-front cost for the system is \$2,000,000.00 and the current estimated acquisition schedule for this system is early FY2019. Additionally, the yearly Telco cost would be \$85,000. The yearly recurring maintenance cost would be \$20,000. Flagler Executive Airport would be only responsible for the actual costs. There is a possibility that the recurring costs would be absorbed by the FAA after 2 years. Mr. Sieger said the airport would not be able to absorb those costs and radar system would have to wait until it could be funded by the FAA.

Mr. Riehle also inquired about establishing a Flight Data Input/Output (FDIO) at the Flagler Executive Airport. The FAA said there was one recently installed at the Destin, FL. Their cost was approximately \$30,000 to procure and install the FDIO. It was approximately \$20,000 per year for maintenance costs and Telco cost. This option also hinges on Tech Ops making a determination that they have the resources to maintain the equipment. Mr. Sieger thanked Mr. Riehle for looking into this matter. Mr. Sieger said he has inquired about radar multiple times and keeps being told Flagler is next on the list.

Mr. Brown expressed that he has a difficult time hearing in this conference room. He asked if there could be something done about it, like installing sound panels. Mr. Sieger said he would look into it, but this is the best place to have meetings until a new General Aviation Terminal can be constructed.

7. Tenant Comments:

No comments

8. Public Comments:

No comments

9. Adjournment was called for at 4:56 p.m.