



AIRPORT ADVISORY BOARD MEETING MINUTES

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

MEMBERS PRESENT: Mr. Gordon Heritage, Mr. Kurt Schneider Ms. Agnes Lightfoot, and Mr. Jim Crehan
MEMBERS ABSENT: Mr. Robert Hanson, Mr. Brian Riehle
STAFF PRESENT: Mr. Roy Sieger, Ms. Sally Sherman, and Ms. Gina Friedman
STAFF ABSENT: None
OTHERS PRESENT: Harry Dickinson, and Daryl Hickman

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 **December 14, 2017** minutes. A motion was made to approve these minutes, which was seconded, motion carried.
3. Project Updates

The **Relocation and Extension of Runway 11-29** project is nearly complete. The only item left to complete is the FAA flight check. We are waiting for the FAA to get back with us to schedule the flight check.

On January 8, 2018 a ribbon cutting ceremony for the Relocation and Extension of Runway 11-29 was held. The ceremony was well attended. Here is the project by the numbers:

- A total of 245 gopher tortoise burrows were excavated. Within those burrows, 69 tortoises were found and relocated to recipient site.
- 87 Acres of Clearing and Grubbing.
- 310,000 CY of dirt excavated or moved throughout the project, that is over 17,200 truckloads of dirt..
- Over 1.8 million square feet of asphalt milling. These millings are being repurposed throughout the County to stabilize roads.
- 46,000 Tons of limerock placed on site, that is 1,600 truckloads of limerock
- 29,000 Tons of asphalt placed, brought with 1,450 trucks. Roughly equivalent to 20 highway lane miles.
- Over 7,000 LF of antiquated drainage pipe was removed from the airport and replaced with over 8,700 LF of new drainage infrastructure.
- A 734 LF, 10'x6' Precast Concrete Box Culvert was installed under the Taxiway and the Runway. The box culvert weighs well over 5,000,000 lbs.
- Electrical

- Over 16 Miles of airfield power cable
- Over 9 miles of copper ground wire
- Over 9 miles of conduit and duct bank
- 367 LED and Quartz Airfield Light Fixtures and Bases were installed
- 49 LED Guidance Signs and bases were installed
- Over 100,000 SF of airfield paint striping was completed. Over 1,000 Gallons of paint and over 2 tons reflective beads have been and will be placed.

The project was completed under the time schedule and under budget.

Construction Services for the Relocation and Extension Runway 11-29

Representatives from Hoyle Tanner & Associates and GAI are working on the closeout documents for this project. Once the flight check is completed the final closeout documents will be submitted to both the FAA and FDOT.

Design General Aviation Terminal - \$600,000

The Flagler County Purchasing Department will be sending out an Request for Qualifications (RFQ) to establish one contract with a professional firm with aviation expertise to perform professional services for the Flagler Executive Airport (Airport). The firm shall be expected to perform airport consulting services including planning, permitting, design, and bidding of a General Aviation Terminal facility project.

The successful firm will perform consulting, design and bidding services for this project. This project will consist of design and bidding services for a General Aviation Terminal facility that will be between 12,000 sq. ft. and 15,000 sq. ft. with associated airside access and aircraft parking, landside access and auto parking, landscaping, lighting, stormwater and utility connections.

The RFQ process will take approximately two months to complete.

Wildlife Hazard Assessment

The draft Wildlife Hazard Assessment is in the hands of the FAA for review.

Stormwater Master Plan Update

The pre-application for the Stormwater Master Plan Update was submitted to the FAA on November 14, 2017.

Wildlife Hazard Management Plan

The pre-application for the Wildlife Hazard Management Plan was submitted to the FAA on November 14, 2017.

Additionally notable information:

- On January 8th, a ribbon cutting ceremony was held for the Relocation and Extension of Runway 11-29. The ceremony was well attended, however it was cut short due to the rain. Everyone adjourned to the AeroMoto hangar where they enjoyed a BBQ lunch from Captain's BBQ, courtesy of Hoyle Tanner & Associates and Halifax Paving.
- The January 11th AAB was cancelled.
- The Mooney Safety Foundation will be presenting a three day pilot proficiency course at the Flagler Executive Airport (KFIN) on the weekend of February 8-11, 2018. There will be approximately 35-40 Mooney aircraft at the airport this weekend.
- On February 8th, David Smith, the FDOT Airport Inspection, and Safety Manager conducted the annual airport inspection for the Flagler Executive Airport. There were only a couple minor

discrepancies noted. The discrepancies were a couple of areas that had washed out during last rain on RWY 11-29 and a couple of high trees on the approach end of Runway 06.

- On February 8th, representatives from FEMA came to the airport to inspect the damage that occurred during Hurricane Irma at Hangar 30.
- On February 7th, two tours were given. One to the Flagler Beach Methodist Church Men's Club, and the other was for Windsor.

4. Fuel Sales:

Mr. Sieger reported that both Jet A and Avgas sales were up from the previous month.

5. ATCT Manager Comments:

Mr. Sieger reported that operations are up and the tower is currently down two controllers.

6. Questions/Comments/New Business:

Mr. Heritage asked if we could get the approved master plan uploaded on the website. Mr. Sieger said that he would get it uploaded shortly. Mr. Dickinson asked about Citizen Academy, Ms. Sherman explained what Citizen's Academy consisted of and when he could sign up to attend.

Mr. Heritage said that a Chair and Vice Chair needs to be appointed. Mr. Schneider motioned to move it to March since all of the AAB were not present, Mr. Crehan seconded.

7. Tenant Comments:

None

8. Public Comments:

Mr. Hickman asked why the ceiling reading on the AWOS always seems to be the same. Mr. Sieger said that he would have the AWOS technician look into it. Mr. Hickman also commented on how nice the lighted windsock and painted markings are.

9. Adjournment was called for at 4:41 p.m.