



AIRPORT ADVISORY BOARD MEETING MINUTES

Flagler Executive Airport
120 Airport Road
Third Floor
Palm Coast, FL 32164
January 12, 2017

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

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 8, 2016** minutes. A motion was made to approve these minutes, which was seconded, motion carried. Chairman Heritage welcomed Ms. Agnes Lightfoot to the Airport Advisory Board as the newest member. Mr. Sieger requested the floor to read a Certificate of Appreciation from the Flagler County Board of County Commissioners recognizing Mr. Brian Riehle for his time on the Airport Advisory Board. All the AAB members and the Airport Director thanked him for his time as well. Chairman Heritage requested that Mr. Sieger continue with the project updates and fuel report. Mr. Sieger reported as follows:
3. Project Updates

Construction for Runway 11-29 Relocation and Extension

On December 5th, the BoCC approved Work Authorization No. WA-8, which establishes the Scope of Services and Compensation for Hoyle, Tanner & Associates (HTA) in the amount of \$1,043,080.00. HTA will conduct Construction Administration and Observation for this project, as well as oversee material testing, gopher tortoise removal, and the AGIS survey of the new runway. The Airport Director issued HTA their Notice to Proceed on December 12, 2016 to start work on this project.

A pre-construction meeting was held on December 14, 2016 for the **Construction of the Runway 11-29 Relocation and Extension** project. The following companies/agencies were represented: Flagler Executive Airport, Hoyle, Tanner & Associates, GAI Consultants, Environmental Science Associates, and Halifax Paving and their sub-contractors.

The Airport Director has received the permit from the Florida Fish and Wildlife Conservation Commission 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. ESA started excavating tortoises on January 10th and have found 11 tortoises. The tortoises are being relocated Drake Ranch Gopher Tortoise Preserve in Dunnellon, FL.

Wildlife Hazard Assessment

Analyses of the year-long field observations findings for Wildlife Hazard Assessment have been being compiled into a final report. The 130 page document is currently in the QA/QC process by ESA. Once this process is complete it will be forwarded to the Airport Director and C&S Companies for review.

Mosquito Control Facility

Construction of the new **Mosquito Control Facility** is nearing completion. All of the drywall in the administration and operations building is complete, with painting at 50%. The tiling of the restrooms is complete. The roll-up doors for the vehicle maintenance bay and chemical storage building have been installed. Both cranes have been installed, one in the vehicle maintenance bay and one in the aircraft hangar. The supervisor of the project says they expect to turn the facility over to the owner in a few weeks.

Additionally notable information:

- On November 21, 2016, the BoCC approved the Space/Use Agreement for Midwest Turbines, LLC. At this same meeting the BoCC approved a non-easement to Florida Power & Light for underground utilities at the Flagler Executive Airport. The easement will allow FP&L to continue the underground power source from the Air Traffic Control Tower to the Belle Terre Parkway, which is along the newly completed access road, Airport Executive Drive.
- 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 decreased from the previous month from 10,731 gallons to 6,365 gallons, with AVGAS slightly increasing from 6,128 gallons to 6,135 gallons.

5. ATCT Manager Comments:

Mr. Sieger reported that operations were down slightly, which is normal for this time of year.

6. Questions/Comments/New Business:

An election of new chair and vice chair was held. Mr. Heritage was elected to remain the Chairman and Mr. Brown was elected as Vice Chair.

Mr. Sieger announced that the groundbreaking for the Relocation and Extension of Runway 11-29 would be held on January 23, 2017 at 3:30 p.m. He requested that all Board members attend if able.

Mr. Heritage talked about a website that he came across that was very informative. He said it was a neat website about old airfields and it talked about how Charles Lindbergh had landed at the Flagler Beach Municipal Airport. The website is www.airfields-freeman.com/index.htm. Mr. Heritage also requested that an email be sent to the Airport Advisory Board when the airport has anything on the agenda at a Board of County Commissioners meeting. Mr. Heritage inquired about the status of the AWOS system. Mr. Sieger informed the Board that the AWOS has been repaired and is back up to full capacity.

Ms. Lightfoot asked about security at the airport, Mr. Sieger told her that the Flagler Executive Airport is a general aviation airport and does not have all the security requirements that a commercial service, Part 139 airport would have. Mr. Sieger went on to say that the majority of the airport is fenced and the vehicle gates require a key card to gain access to drive on the airfield.

Mr. Brown and Mr. Heritage again thanked Mr. Riehle for his time on the Board.

7. Tenant Comments:

No comments

8. Public Comments:

Mr. Riehle offered to continue working with the FAA regarding getting radar for the Air Traffic Control Tower. Mr. Riehle also said it was a fun 6 years and loved working with the Board members. He also thanked Mr. Sieger for being a great director and for all the growth that the airport has seen.

9. Adjournment was called for at 4:43 p.m.