



**City of New Smyrna Beach
Municipal Airport
602 Skyline Dr., New Smyrna Beach, FL 32168
Phone 386-424-2199**

**AIRPORT ADVISORY BOARD AGENDA
REGULAR MEETING
THURSDAY, JANUARY 14, 2016 @ 2:00 PM
CITY HALL COMMISSION CHAMBERS**

AIRPORT ADVISORY BOARD AGENDAS ARE AVAILABLE ON THE CITY WEBSITE AT www.cityofnsb.com.

TO: AIRPORT ADVISORY BOARD MEMBERS

Robert Perry, Chairman
William Feger, Member
Keith Goodrum, Member

David Maib, Vice Chairman
Robert Abbaticchio, Member
Gary Norville, Alt. Member

1. Roll Call.
2. Consent Agenda:
 - a. Approval of minutes from October 15, 2015 regular meeting
3. Old Business:
 - a. Update on Airport Capital Improvement Projects
 - b. Update on Airport Master Plan Project
4. New Business:

Presentation by the Commemorative Air Force on the proposed move to New Smyrna Beach Airport
5. Airport Manager Comments
 - a. Update on 2016 New Smyrna Beach Sky Fest
6. AAB Member Comments
7. Public Input (3 Minute Limit, Please see note below.)
8. Next Meeting Date: April 28, 2016 at 2:00 pm
9. Adjournment

NOTE: In accordance with resolution No. 11-89, a three-minute limitation of discussion by each individual on a particular item will be imposed unless otherwise granted by the Airport Advisory Board Chairman.

Sincerely yours,


Rhonda Walker
Airport Manager

Cc: Mayor and City Commissioners
Airport Businesses /Tenants
Members of Press

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**MINUTES OF THE
CITY OF NEW SMYRNA BEACH
AIRPORT ADVISORY BOARD MEETING
THURSDAY, OCTOBER 15, 2015
CITY COMMISSION CHAMBERS
CITY HALL
210 SAMS AVENUE
NEW SMYRNA BEACH, FLORIDA**

13 Robert Perry called the AAB meeting to order at 2:00 p.m.

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1. ROLL CALL

**Answering to roll call:
Chairman Robert Perry
Member Robert Abbaticchio
Member Keith Goodrum
Member Gary Norville**

20 William Feger, Member and David Maib, Member, were absent. Also present were Airport
21 Manager Rhonda Walker, and Airport Administrative Assistant, Lisa Dawson.

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2. CONSENT AGENDA:

- 25 a. Approval of minutes from July 23, 2015 regular meeting

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27 Robert Perry asked if the members had any comments or questions about the minutes. There
28 being none, it was agreed to approve the minutes as written.

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3. OLD BUSINESS:

- 32 a. Update on Airport Capital Improvements Projects

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34 Mrs. Walker advised that the painting and sealing at the Air Traffic Control Tower (ATCT) is
35 going to begin Monday morning, and should only take about 2 weeks to complete. She stated that
36 they had already applied and received the funding for Phase 2 of the ATCT improvements, which
37 would include the replacement of the tower equipment.

38
39 Mrs. Walker advised that the Terminal Apron & Apron/Taxilane South Hangars Improvement
40 Project is in the design phase. She stated that it should be going out for bid in approximately 90
41 days with construction beginning around the first of the year.

42
43 Mrs. Walker gave an update on the Runway 7/25 and Taxiway 'D' Rehab Project. The award of
44 the contract went to Halifax Paving and stated that they expected to hold a pre-construction
45 meeting in a couple of weeks. She estimated that construction should begin sometime in late
46 November and would take approximately 2 months to complete.

47
48 Mr. Perry brought up that he noticed that the PAPI's had been certified. Mrs. Walker stated that
49 was correct, but said that immediately afterward a panel burn out on the Runway 29 PAPI and

50 that they were in the process of having it replaced. She stated there was leftover money on the
51 FAA grant for the 11/29 Runway Project, which will cover 90% of the cost, leaving the airport's
52 portion to be an estimated cost of about \$1,000.

53
54 b. Master Plan Update
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56 Ms. Walker stated that they held their first public meeting in August, with approximately 30
57 people in attendance. Michael Baker International is currently finalizing their draft report, which
58 will then go to the FAA for their review. After the FAA's review and approval, the committee
59 will be holding another meeting..
60

61 **4. NEW BUSINESS:**
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63 a. Airport Sustainability Project.
64

65 Mrs. Walker stated that she gave this to the board just as an FYI. This is something that the FDOT
66 oversees and the project is expected to take about a year to complete. This project can be helpful
67 to small GA airports since it will provide some guidance.
68

69 Mr. Perry asked about the property on South Street that is for sale. Mrs. Walker said that she had
70 spoken to the Realtor and had been given a copy of the appraisal. She believes the appraised
71 value is approximately \$224,000 and it is listed for approximately \$180,000. Mr. Perry then
72 asked if we could receive any financial help from FAA or FDOT if the Airport wanted to buy the
73 property and Mrs. Walker said that the FDOT might be a possibility. She also noted that if
74 someone from the private sector purchases the property, it will not be eligible for access to the
75 airfield. Mr. Perry stated that it would be nice for the airport to get the property back. Mr.
76 Norville then replied that it would take a lot of fill to get the property to the right grade, as it is
77 very low in that area. Mr. Perry asked if Mrs. Walker felt this property was worth pursuing, and
78 she answered that there were probably other properties that were higher on the FDOT's list. Mr.
79 Norville said that if the property is listed that far under appraised value, then it's probably worth
80 looking into. The board agreed that it was worth asking the FDOT if they might consider helping
81 us purchase this property. Mrs. Walker said she would get in touch with the FDOT and see if
82 there was any grant money available.
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84 **5. AIRPORT MANAGER COMMENTS:**
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86 Mrs. Walker stated that originally she was going to advise the board that the 2016 Balloon and
87 Sky Fest had been canceled. However, since drafting the agenda, a promoter named Rick
88 Grissom, has made a proposal to pick up and do the Fest. A meeting with him is scheduled for
89 Monday and discuss his proposal for the event, which would then be brought before the City
90 Commission for approval. He would take over the financial responsibilities with the City
91 providing some in-kind services. Mr. Goodrum asked what part of the revenues would go
92 towards the airport, and Mrs. Walker responded that she didn't know, as he had not yet submitted
93 anything formal. Mr. Norville stated that another good reason to have the event in 2016, is that
94 we already have so many of the volunteers in place, and it would be good to not lose continuity
95 by skipping a year, plus it's great for the City.
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99 **6. AAB MEMBER COMMENTS**

100
101 Mr. Abbaticchio stated that he would like to see the hangar doors get greased. Mrs. Walker stated
102 that that is normally one of our winter projects and that the airport staff would work on it after the
103 grass stopped growing.

104
105 Mr. Perry asked about striping the centerline at the hangars on the south end. Mrs. Walker said
106 that she is getting quotes to have this work done. Mr. Perry then asked if tenants could start
107 getting their monthly bills by email. Mrs. Walker responded that the City does not currently offer
108 that service at this time.

109
110 Mr. Goodrum asked if we currently had a waiting list for tenants for T-hangars and Mrs. Walker
111 responded that yes, we do. Mr. Goodrum then stated he was wondering because when he and Mr.
112 Perry did the hangar inspections a few months ago, there were some hangars that didn't have any
113 planes in them and if people are not actively using the hangars, then maybe they should try &
114 make room for people on the list. Mrs. Walker responded that some of those people are vacation
115 people who are not here year round.

116
117 Mr. Perry asked if there were any plans to build more shade hangars. Mrs. Walker responded
118 there are no plans to build any, mainly because there is no funding available for constructing
119 those types of buildings.

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121 Mr. Perry asked if there was any way we could erect an airport sign, by where the police & fire
122 sign already is; something that would point the way to the airport entrance. And maybe also a
123 sign by South Street that says the same thing. Mrs. Walker stated that she has plans to improve
124 the signage for the airport entrance and was going to incorporate them into a grant funded project.

125
126 **7. PUBLIC INPUT**

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128 Mr. Mike Smyser, who is a tenant and also on the Master Plan Update Technical Advisory
129 Committee asked what input the Airport Advisory Board is having on the Master Plan Update.
130 Mrs. Walker responded that Mr. Goodrum is also on the Technical Advisory Committee and is
131 there to represent the Airport Advisory Board. Mr. Smyser wondered about what kinds of
132 comments had been made from people and what the responses have been. Mrs. Walker advised
133 that all comments have been forwarded onto the consultant for their review, as per procedure.
134 Mr. Smyser then asked if the mission statement had been discussed yet, and Mrs. Walker said that
135 the consultant is currently reviewing the Airport facilities and similar items and we were not far
136 enough along in the process for that yet.

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138 **8. Next Meeting Date:** January 14th, 2016 at 2:00 pm

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140 **9. Adjournment**

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142 **Bob Perry adjourned the meeting at 2:50 pm.**

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144 Pursuant to Chapter 80-15 of the Florida Sessions Laws, if an individual decides to appeal any decision made with respect to any matter considered
145 at a meeting or hearing, that individual will need to ensure that a verbatim record of the proceedings is made.

146 **In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should**
147 **contact the Board Secretary listed below prior to the meeting:**

148 Lisa Dawson, Administrative Specialist II, City of New Smyrna Beach, 602 Skyline Drive, New Smyrna Beach, FL 32168, (386) 424-2199.

AIRPORT ADVISORY BOARD AGENDA ITEM SUMMARY

Department Making Request: New Smyrna Beach Municipal Airport		
Meeting Date: January 14, 2016		
Action Item Title: Airport Capital Improvement Projects Update		
<p><u>ATCT Improvements:</u></p> <p>Phase I of the project was completed. We are now beginning work on the 2nd phase of the project which includes replacing the equipment in the tower. The first meeting with the equipment consultant is scheduled for Wednesday January 13th at 10:00 am.</p>		
<p><u>Terminal Apron & Apron/Taxilane South Hangars Improvement Project:</u></p> <p>This project consists of widening the apron and relocating the taxilane centerline to accommodate larger aircraft. Also, improvements to the apron and taxilane for the hangars located at 1501 Airway will allow the apron to be used by multiple tenants for the four (4) hangars and accommodate Design Group 2 aircraft. The existing failed taxiway will be removed after a wider taxiway in a new location is constructed. The new location will provide better access to all four (4) hangars.</p> <p>After numerous revisions, the design phase is complete. The project will be placed out for bid within the next couple of months followed by the construction phase. The project should take approximately six (6) months to complete.</p>		
<p><u>Runway 7/25 and Taxiway 'D' Rehab Project:</u></p> <p>The contractor began the project Monday, January 4th. They anticipate the construction phase of resurfacing runway 07/25 and the reconstruction of a portion of taxiway 'D' to be completed ahead of schedule. The installation of the windsock will begin as soon as the equipment is received which is currently ordered.</p>		
Funding Analysis:		
Reviewed By:	Name	Signature
Airport Manager	Rhonda Walker	<i>Rhonda Walker</i>

AIRPORT ADVISORY BOARD AGENDA ITEM SUMMARY

Department Making Request: New Smyrna Beach Municipal Airport

Meeting Date: January 15, 2016

Action Item Title: **Master Plan Update (MPU)**

Work is continuing on the EVB Master Plan Update on schedule as a whole. However, the Aerial Photography and Facility Requirements components of the schedule have been adjusted to reflect the impact of unfavorable weather conditions and the FAA review and approval of forecasts, respectfully. As of January 6, 2015, we have not received the forecast approval letter from the FAA but the Consultant Team is making every effort to maintain the overall project schedule. Airport staff will receive the draft Working Paper #2 on January 19th for review and comments. Following airport staff review, TAC members will be afforded ample time for scheduling and review purposes. The Team is planning to host the next Technical Advisory Committee Meeting in early to mid-February.

TAC Meeting #2 will be used to discuss master plan goals, objectives, facility needs, and next steps. The discussion of master plan goals and objectives is a direct result of some of the comments received during the initial review of the inventory and forecast elements by the committee. The results of the TAC Meeting #2 discussion will be used to support the formulation of airport alternatives and future phases of the study.

The attached schedule has been revised to reflect the above referenced adjustments.

Staff will continue to keep the Airport/MPU web site (cityofnsb.com/2015-master-plan) updated. All hard copies of the documents are available for review at the Airport Office, 602 Skyline Drive, New Smyrna Beach, FL.

Funding Analysis:		
Reviewed By:	Name	Signature
Airport Manager	Rhonda Walker	<i>Rhonda Walker</i>

AIRPORT ADVISORY BOARD AGENDA ITEM SUMMARY

Department Making Request: New Smyrna Beach Municipal Airport

Meeting Date: January 14, 2016

Action Item Title: **Presentation by Commemorative Air Force on the proposed move to New Smyrna Beach Airport**

Airport staff has had several meetings with representatives from the Deland branch of the Commemorative Air Force (CAF) to discuss what building sites are available at New Smyrna Beach Airport.

The CAF organization preserves and educates the public about historic military aircraft that flew during WWII. They have outgrown their current location and are considering relocating to our airport. They are looking for an area with room to expand, easy access, and visibility from the highway.

Presentation by Commemorative Air Force Representative:

Mr. H.G. "Woodie" Sprouse
Wing Leader, Commemorative Air Force, Florida Wing

Funding Analysis:

Reviewed By:	Name	Signature
Airport Manager	Rhonda Walker	<i>Rhonda Walker</i>

