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**CITY OF NEW SMYRNA BEACH
ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB) AND AIRPORT
ADVISORY BOARD (AAB)
JOINT MEETING MINUTES
JUNE 15, 2011
New Smyrna Beach Garden Club, New Smyrna Beach, FL**

Mayor Adam Barringer called the joint EDAB/AAB meeting to order at 6:20 P.M, as it was preceded by a City Commission Special meeting.

ROLL CALL:

The following members answered to roll call:

Mayor Barringer (Ex-Officio EDAB)
Alan Norris (Chair – AAB)
Jill Carlton (EDAB)
Jack Holcomb (EDAB)
Arlen Stauffer (EDAB)
Randy McHenry (EDAB)
Paul Mayer (EDAB)
Herbert Gardner (AAB)
Robert Perry (AAB)
Robert Abbaticchio (AAB)
Matthew Thurmaier (AAB)

Also present were City Manager Pam Brangaccio; CRA/Economic Development Director Tony Otte; Airport Manager/Asst. Public Works Director Rhonda Walker; CRA Administrative Specialist Claudia Soulie; members of City staff and the public. EDAB Ex-Officio Member Bill Hall and AAB Member Doyle Hilson were (excused) absent.

CONSENT AGENDA

A. Approval of EDAB Meeting Minutes - May 18, 2011

Mr. Mayer made the motion to approve the May 18, 2011 EDAB minutes as written; seconded by Mr. McHenry. Motion carried unanimously on roll call vote. (Only EDAB members voted on this item)

NEW BUSINESS

Airport Operation

City Manager Brangaccio thanked all the Board members for attending and stated that the intent of this joint-meeting was to discuss Capital Improvements at the Airport; the marketing of Aviation and non-aviation activities and how to move forward with staffing levels for the Airport.

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A. Summary of Master Plan Process

Ms. Walker stated that the Master Plan process assists local agencies such as the New Smyrna Beach Municipal Airport in developing the Airport into a facility that is financially reliable and compatible with the surrounding environment. Projects to be addressed in a Master Plan update for the Airport may include the development of aviation-related and alternate commercial and industrial uses to support making each airport more financially self-sufficient. Ms. Walker continued that the next Airport Master Plan Update is intended to address the steps proposed to be taken over the next twenty years, although primary focus will be on the short and intermediate-term actions to improve and maintain Airport facilities, air safety, and maximize development and economic impact to generate resources to support the Airport. Ms. Walker further commented that a Master Plan update is necessary to secure FAA and FDOT grants for all capital projects and with the current economic downturn, funding of those projects is essential to the implementation of the plan.

Ms. Walker stated staff would apply for substantial grant funding from the Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT).

A brief discussion ensued about capital projects that were in the current Master Plan and those projects that had received grant funding or were pending grant approval.

Mr. Alan Norris, AAB Chair questioned the estimated cost of updating the Master Plan. Ms. Walker stated that, if a grant to proceed was approved, 95% of the cost would be covered by FAA and 4% by FDOT which would leave 1% to be paid from Airport Funds.

Ms. Brangaccio gave a summary of a recent meeting with the FAA and City staff about the Airport's goals and stated that the FAA suggested updating the plan.

B. Airport Capital Improvement Projects

Ms. Walker stated that one of the Airport's main objectives is to have the fuel operation on the airfield become a City operation with tanks and self-serve pumps under City control. Ms. Walker informed the Boards that a recent bid request for the Fuel Farm infrastructure and apron expansion installation was under review and gave some details about the proposed project and any possible grants available for the Fuel Farm equipment.

Ms. Walker further commented on projects like the proposed rehabilitation of Taxiways and connections of Airport runways. Ms. Walker stated that projects like these would highlight the City's commitment to creating a viable Industrial Park thus increasing the chances for obtaining grant funding, as the City is competing with other Airports for available grant money.

A brief discussion ensued about the economic benefits of these projects to the City.

C. Update on FAR Part 150 Noise Study

96 Ms. Walker stated that the 14 CFR Part 150 Study was conducted in two phases. The first phase
97 developed the Noise Exposure Maps (NEMs) for the Airport. Two NEMs were developed to
98 represent the existing (2009) noise environment, and the future (2014) noise environment. The
99 NEMs were submitted to the FAA for review and acceptance in December 2009. The FAA
100 accepted the NEMs on July 8, 2010.

101
102 Ms. Walker continued that the second phase, known as the Noise Compatibility Program (NCP),
103 was completed in March 2011. The NCP analyses abatement, mitigation, and administrative
104 alternatives to address the noise concerns expressed by the local residents. A public hearing was
105 held on April 19, 2011 to allow the public an opportunity to review and comment on the Study
106 process and its recommendations.

107
108 The NCP resulted in 39 different alternatives being reviewed: 29 abatement (operational)
109 alternatives, five mitigation (land use) alternatives, and five administrative alternatives. Of the 39
110 alternatives reviewed, 24 recommendations are being forwarded for consideration by the City
111 and FAA.

112 D. City Manager's Proposed FY 11/12 Airport Operation Budget

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114
115 Ms. Brangaccio stated that she was in the process of putting together the proposed budget for
116 presentation to the City Commission, which would include figures for a Full-time Airport
117 Manager and a Full-time Administrative Assistant.

118
119 Ms. Brangaccio stated that she will be recommending that the Airport be housed with Economic
120 Development instead of Public Works, as this would aid in its marketing and economic
121 development as well as bringing in marketing assistance for the Airport. Ms. Brangaccio
122 continued that the City Commission had to approve those recommendations and that staff would
123 then approach the EDAB for direction on how to proceed with the marketing efforts.

124
125 A brief discussion ensued about who the proposed Airport Manager would report to and who to
126 contract for marketing assistance.

127
128 Mr. Thurmaier felt that the Airport Manager should report directly to the City Manager instead
129 of being under the Economic Development Director as this would be the best benefit to the City.
130 Mr. Norris agreed.

131 Economic Development

132 A. Airport Industrial Park Development

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136 Mr. Otte stated that staff was in the process of maximizing underutilized properties in the
137 Industrial Park and that options had been identified, which would create access to several
138 buildable parcels for aviation and non-aviation uses. These options include the extension of
139 Airway Circle to platted cul-de-sac limits as well the use of an existing access drive to Industrial
140 Park Ave which would allow for direct access to the taxiway.

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141 Mr. Otte continued that staff will need to further evaluate the cost of extending the roadway and
142 utilities to those parcels versus the attainable number of buildable lots; ease of obtaining State
143 permitting which might elevate the unit price cost for the infrastructure as well as the potential
144 impact on surrounding City facilities.

145
146 Commissioner Grasty commented on existing utility easements in that area and their effect on lot
147 sizes. Ms. Walker stated that she would check into this.

148
149 Mr. Otte thanked EDAB member Paul Mayer for all his time and effort in assisting City staff
150 with this project thus far.

151
152 A brief discussion ensued on the leasing procedure and length for those properties and aviation
153 versus non-aviation uses. Ms. Walker stated that the FAA has to approve any lease of a property
154 with immediate access to the Airfield.

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156 B. Brownfield Designation

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158 Mr. Otte stated that the State of Florida Brownfields Redevelopment Program has a number of
159 benefits that are attractive to businesses wishing to relocate and that City staff proposes to add
160 these benefits to the list of incentives that are available for recruiting businesses to the Airport
161 and the surrounding area.

162
163 Mr. Otte continued that the Airport industrial area has several empty buildings that City staff is
164 working to fill with new tenant businesses and that staff believes a Brownfields designation will
165 assist in these recruitment efforts. Mr. Otte summarized that there are approximately 25
166 industrial properties in this area that are not owned by the City and as a part of the designation
167 process, these private owners were notified of the proposed designation and the public hearings.
168 The first of those two required hearings was held immediately preceding the joint EDAB/AAB
169 meeting and the second one is scheduled for the June 28, 2011 City Commission meeting.

170
171 Mr. Thurmaier stated his reasons as to why he felt that the City shouldn't sell city-owned Airport
172 property, but rather lease. Mr. Walker elaborated on the FAA's rules and recommendations
173 pertaining to properties with Airport access versus non-aviation properties.

174
175 Mr. McHenry felt that developers might be reluctant to invest their money if there is only an
176 option to lease the subject property.

177
178 Mr. Otte introduced David Goldman with Kimley-Horn, a consulting company selected
179 following a Request for Qualifications process to provide environmental site assessment and
180 related services for the City under its Brownfields Redevelopment Program on a continuing
181 contract basis. Mr. Goldman elaborated on the benefits of the Program and what they entailed.

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185 C. Future US1 CRA (to include the Airport) for FY 15-16 and beyond

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187 Mr. Otte gave a brief history on when the current Community Redevelopment Agency (CRA)
188 was established and that it will sunset in 2015. Mr. Otte elaborated on how the CRA receives
189 money from the funding partners and the how the establishment of the CRA is governed by the
190 Volusia County Council.

191
192 Ms. Brangaccio stated that during a long-term planning workshop in March 2011 the City
193 Commission discussed a future New Smyrna Beach-US1/Mainland CRA to support the
194 redevelopment of US1. Ms. Brangaccio stated that Volusia County's Economic Development
195 Director suggested that the NSB Airport be included in the draft CRA map as this would make
196 available the future CRA incentives for development of the Airport Commerce Park properties as
197 well as provide monies for infrastructure improvements such as the road network.

198
199 A brief discussion ensued about steps to phase-in the proposed new CRA before the existing one
200 sunsets; Cities with multiple CRAs and steps they have taken to establish them; any potential tax
201 dollar contribution exemptions for certain districts and benefits offered by the CRA through its
202 grant programs.

203
204 Ms. Brangaccio suggested that staff will update the EDAB about proposed and available CRA
205 grants at their next regular EDAB meeting.

206 **Marketing of Airport**

207 **1. FBO/Fuel**

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211 Mr. Otte stated that a Volusia County Economic Development has scheduled a meeting to
212 discuss forming an advisory committee to jointly market Airports in Volusia County.

213
214 Ms. Walker felt that marketing efforts for the New Smyrna Beach Airport should entail securing
215 business development for Airport properties as well as marketing the Airport as a transportation
216 hub. Ms. Walker stated that having a Fixed Base Operator (FBO) and full service fuel stations
217 will help in marketing the Airport.

218
219 Mr. Norris stated that 24 hour self-service fuel and improvements to FBO service will enhance
220 the Airport's appeal. Mr. Norris continued that the NSB Airport, in conjunction with what the
221 City had to offer to visitors, could be advertised in Aviation magazines.

222
223 A brief discussion ensued about the importance of the infrastructure; affordable fuel prices and
224 possibly listing the price for fuel on the City's website, as some pilots were searching for fuel
225 stations with the lowest prices on the internet.

226 **Member Comments**

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229 The Board members commented on:

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- The positive forward momentum and change in attitude with emphasis on the Airport;
 - the FAA being aware of the different focus and positive thinking within the Community;

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- 233 • the City needing to focus on optimizing underutilized assets;
234 • the Airport Master Plan update and
235 • staff to continue talking with Embry Riddle University, using their interns

236 The members of both boards commended staff for their efforts in putting together this agenda
237 and in their efforts to market the Airport.

238

239 Mayor Barringer stated that there will be no EDAB meeting in July. The next meeting is
240 scheduled for August 17, 2011 at its regular location.

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242 **ADJOURNMENT:**

243

244 There being no further business, the meeting was adjourned at 7:52 p.m.