



**AGENDA
AIRPORT ADVISORY COMMISSION
REGULAR MEETING
FEBRUARY 8, 2018
6:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - 3.1 Consider approval of Minutes from January 11, 2018
- 4. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 5. OLD BUSINESS**
- 6. NEW BUSINESS**
 - 6.1 Recommend Appointment of Non-Voting Member to City Commission
 - 6.2 Airport Capital Planning Discussion
- 7. AIRPORT MANAGER AND STAFF REPORTS**
 - 7.1 Airport Manager Monthly Report
- 8. COMMISSION MEMBER REPORTS/COMMENTS**
- 9. NEXT MEETING DATE**
- 10. ADJOURNMENT**

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Airport Manager.

1. **Call to Order:** Vice-Chair Chuck Colcord called the meeting to order at 6:00 pm.
2. **Members Present:** Chuck Colcord (Chair), Don Edlin, Aaron Morgan, David Austin, Kent McKee, Paul Behan, George Haffey
Members Absent:

Others Present: Tom Piscitello, Mike Meadows, Andrew Curtin, Brian Echard, Commissioner Kreger

3. **Approval of Minutes:** The minutes of the December 14, 2017 regular meeting were presented for approval. **A motion was made by Member McKee, seconded by Member Edlin, to approve the minutes. A vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**
4. **Public Comment Regarding Items Not On The Agenda:**

Mr. Curtin from the airport tenants association provided a reminder of the fire extinguisher inspection process scheduled to occur at the end of January, 2018.

Commissioner Chip Ross provided public comment and requested feedback from members of the Airport Advisory Commission and general public in preparation to an upcoming visioning session of the City Commission to occur at the end of January. Commissioner Ross also provided comments stating that any marketing program for the airport should include a method for connecting with individuals within the community who may not currently know the full role of the airport within the community, and/or the services the airport provides to the community.

5. **Old Business:**

5.1 Airport Terminal Construction Project and Financing Update(s)

Airport Manager Coyle provided an update on the status of the terminal construction project stating that the project saw some delays within the month of December due to cold weather, which prevented the blocking of the second story of the building. Mr. Coyle stated that he is working closely with contractors to review these timeline impacts and will report back to the advisory commission in the future. Mr. Coyle also stated that F&G Contractors and Eight Flags Aviation are finalizing change orders to be funded by Eight Flags Aviation. Member Edlin asked why these change orders would be presented to the City Commission. Mr. Coyle stated that, after a legal review, the change orders would require City Commission approval would increase the original notice to proceed amount authorized by the City Commission.

Airport Manager Coyle provided an update to the advisory commission regarding placement of a mobile trailer on the north-side of the airport to allow Eight Flags Aviation to provide fixed base operator services beginning on April 1, 2018 until the terminal building can be

occupied by the agency. This trailer placement will ensure continued FBO services at the airport until Eight Flags Aviation can begin operating out of the new terminal facility.

5.2 Runway 4 GPS Approach Procedure Development Update

Airport Manager Coyle stated that he had been working with Sherry Lawless from the Jacksonville TRACON and shared an email from the TRACON indicating that air traffic control concurs with development of a procedure to serve Runway 4. Mr. Coyle

Mr. Coyle also stated that he had been waiting to discuss development of procedures with the City Commission until it was confirmed that a procedure was feasible for development. Member McKee volunteered to assist Mr. Coyle in presentation of this material to the City Commission at some point in the future.

Member Behan searched and identified the missed approach fix (EZDAW) and the group had some discussion on this fix. Mr. Coyle stated that he would continue working with flight procedures, and also work to analyze any potential penetrations before reporting back to the group.

5.3 Airport AWOS Repairs and CIP Planning Update

Airport Manager Coyle provided an update to the project scope development for replacement of the AWOS and stated that airport staff would be holding a meeting with Passero at the end of January to confirm initial assumptions regarding this project. Mr. Coyle also stated that he would be looking to refine the estimated project cost for planning.

Mr. Coyle also provided an update regarding the data connection repairs stating that the airport had received the FCC license required to install the mobile data connection repair which had been discussed with the advisory commission. Mr. Coyle also stated that the technicians had mentioned that they may have found a lower cost for repair of the data connection, but that the estimated cost of this repair was not yet available.

Member Edlin stated that he believed there was significant impact to the airport without the data connection and stated that he is in support of completing the repair now, instead of awaiting completion of an AWOS replacement project to be completed in October of 2018. Member McKee stated that he would be interested in understanding the lower cost option for repair. Vice-Chair Colcord recommended that the group wait until the next month when this information would be available. The group agreed to waiting until the next month's meeting to receive more information on options for repairing the data connection.

5.4 Airport Market Analysis Process Update

Airport Manager Coyle provided an update to the group on this process stating that he was coordinating execution of a purchase agreement to conduct the market analysis, as previously

discussed and reviewed by the Airport Advisory Commission. Mr. Coyle stated that the estimated timeframe for completion of this process is forty-five days after execution of the services agreement. Mr. Coyle stated that he would provide updates to the group as the process progressed.

5.5 RV Park – FAA Position Follow-up

Mr. Coyle provided an update and closure on the recent proposal to develop a motor coach park on airport property, and asked if there were any questions from the group regarding the FAA's position on this proposal. There were no questions or discussion among the group.

Commissioner Kreger provided comment stating that the process was handled correctly and resolved within two weeks following a delay in processing of the request.

5.6 Airport Financial Report 43:42 in audio recording

Airport Manager Coyle provided the monthly financial report for the commission's review. Mr. Coyle mentioned that he met with Member Edlin who had recommendations for improving these reports for use by the advisory commission in the future. Mr. Coyle presented a revised format for review by the group and asked for feedback.

Member Haffey asked how long the revised format would take to produce each month, and Mr. Coyle stated that it would take approximately fifteen minutes. Member Edlin stated that the new format was easier to review and understand. Member Morgan stated that he prefers to continue having access to this information monthly for review by the group.

Mr. Mike Meadows asked if the earlier discussion regarding development of Runway 4 GPS procedure involved removal of trees citing earlier conversation on the matter in the community. Member Edlin and Member Colcord stated that the Runway 4 GPS procedure was of interest given the likeliness that there are no tree penetrations that would need to be mitigated for development of this procedure.

6. New Business:

6.1 Current FBO Facility Disposition Discussion

Airport Manager Coyle provided an update to the group regarding the existing FBO facility and the damage that was incurred during Hurricane Irma and the subsequent rain storm. Mr. Coyle stated that discussions with McGill Aviation are leading to development of agreement that would cover disposition of funds to be paid under insurance claims processed following the damage. Mr. Coyle estimated that roughly \$96,000 from insurance funds is expected to be offered under the policy, and that McGill Aviation has requested refunding of funds to cover expenses from tarping of the roof, with the remainder of funds to then be issued to the City for use in repair or demolition of the office space associated with the facility.

Mr. Coyle also presented information for the airport master plan showing an eventual plan to replace the existing FBO hangar with newly constructed T-Hangars, and stated that funding has been programmed for this T-Hangar development to begin within 2020. He therefore stated that he anticipated there could be value in removing the existing office space facility, leasing the hangar space to Eight Flags Aviation, and utilizing the remaining insurance funds to leverage against future grants for development. Mr. Coyle asked the advisory commission for its input on this proposal.

Member Edlin stated the building has served a great purpose and that it would make sense, given the eventual plan to remove the facility, to remove the office facility and leave the facility. Member Behan mentioned that there could be efficiency in waiting to remove the facility at some point in the future if the bulk hangar would be removed.

A motion was made by Member Edlin, seconded by Member Behan, to recommend that the office space be removed while leaving the hangar. A vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

6.2 Airport Open House and Ribbon Cutting Event Discussion

Airport Manager Coyle introduced a discussion started during the December Airport Advisory Commission meeting regarding the planning of an open house and ribbon cutting event following completion of the new terminal facility. The group briefly discussed dates for the event and indicated that June 1st would be the earliest date that would make sense for the event.

Mickey Baity provided a comment from the Friends of Fernandina Aviation (FOFA) stating that the FOFA organization would be willing to provide assistance in planning and execution of the event.

Commissioner Kreger recommended considering involvement from outside agencies and members of the community to ensure that the event would be open as a community-wide event.

Tom Piscitello provided comment as a representative of the EAA offering assistance in planning and execution of the event.

Member Edlin commented stating that he believes the airport needs to find a way to get a press release out to AOPA, EAA, and other aviation outlets regarding the terminal project and open house event.

Brian Echard from Eight Flags Aviation stated that he believes the group should use caution in setting a date for an open house event, perhaps considering a date later in the summer to

ensure that the facility can be completed, and to also ensure that the event could be formed and marketed well.

Member Behan asked where the funding would come from to support this event. Mr. Coyle stated that he believed funds would come from multiple sources such as private sponsors, non-profit donations, and perhaps City funding to support the event.

Member Edlin asked about the potential playground grant discussed in the airport manager department report and asked if this would impact planning of an open house event for the airport. Mr. Coyle provided information about the grant application being prepared for submission and stated that he was not yet aware of the timeline for issuance of those funds and completion of a project, if the City were to be successful in award of the grant. Mr. Coyle did ask the advisory commission if the group would be supportive of submission of this grant, pending review by staff of grant language and requirements.

A motion was made by Member Edlin, seconded by Member Austin to recommend that the City of Fernandina Beach pursue a grant application for receipt of funds, pending review of grant language by staff, to place a playground on airport property in a location to be decided upon in the future. A vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

Member Austin volunteered to assist with drafting a grant language, and Mr. Coyle stated that he would reach out to schedule a meeting to discuss feedback Member Austin might be able to provide.

Member Colcord recommended that work be done to compile a planning committee and perhaps to schedule a meeting to begin planning an open house and ribbon cutting event for the new terminal building. Mr. Coyle agreed and asked if any advisory commission members would be willing to join the planning committee. Members Colcord and Austin stated that they would be willing to assist with the planning process. Mr. Coyle stated that he would work to establish a planning committee following the meeting.

6.3 Bonhams and Butterfields Auctioneer Facility Use Agreement Review

Airport Manager Coyle presented the facility use agreement for use of airport property by Bonhams and Butterfields Auctioneer Corporation for the upcoming 2018 Bonhams and Concours d'Elegance events in Fernandina Beach.

A motion was made by Member McKee, seconded by Member Morgan, to recommend that the City Commission approve the facility use agreement between Bonhams and Butterfields Auctioneer Corporation and the City of Fernandina Beach. A vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

6.4 Concours d'Elegance Facility Use Agreement Review

Airport Manager Coyle presented the facility use agreement for use of airport property by Concours d'Elegance for the upcoming 2018 Bonhams and Concours d'Elegance events in Fernandina Beach.

A motion was made by Member McKee, seconded by Member Morgan, to recommend that the City Commission approve the facility use agreement between Concours d'Elegance and the City of Fernandina Beach. A vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

7. Airport Manager and Staff Reports:

Airport Manager Coyle reviewed the report provided to the commission within the agenda packet.

- Mr. Coyle provided an update on an issue that was raised prior to his arrival regarding ad valorem taxes on aeronautical facilities leased at the airport. Mr. Coyle stated that City staff is researching information regarding the intent to apply ad valorem taxes upon rented facilities at the airport, and that he would report back once the research and conversations with the property appraiser have been completed.

8. Commission Member Reports and Comments:

No Comments were received.

- 9. Next Meeting Date:** The group agreed that the next meeting date would be held on Thursday February 8, 2018.

- 10. Adjournment:** There being no further business to come before the Airport Advisory Commission, the meeting was adjourned at 7:35 p.m.

Secretary

Chuck Colcord, Chairperson

Sec. 2-122. - Appointment, term of office, and filling board vacancies.

(a) *Appointment, term, attendance.*

- (1) All members and alternate members shall be appointed by the city commission;
- (2) Each board shall have the opportunity to review each applicant's resume and may make a recommendation on the appointment;
- (3) All members shall reside within the city limits;
- (4) Elected officials and employees of the city shall not be eligible to serve on city boards or committees, unless otherwise provided herein;
- (5) Each member serves at the pleasure of the city commission;
- (6) The term of office for all regular board or committee members shall be three years, and a vacancy shall occur at the end of the three-year term;
- (7) All applicants for a specific board or committee appointments shall be considered at the time a vacancy occurs;
- (8) A member of a board who is seeking re- appointment shall continue to be a voting member for two months to allow for the finalization of the appointment or re- appointment by the city commission; and
- (9) Each appointed member shall attend all regular and called meetings.

(b) *Officers and subcommittees.*

- (1) Each board or committee shall have a chairperson and a vice-chairperson;
- (2) The chairperson and vice-chairperson shall serve one-year terms. Officers shall not serve more than two consecutive terms; and
- (3) A board or committee may create whatever sub-committees it deems necessary to carry out its purposes. The chairperson of the board or committee shall appoint the membership of each sub-committee from the members of that board or committee.

(c) *Removal and vacancies.*

- (1) When a position on a board or committee becomes vacant before the end of the term; an alternate shall fill the vacancy;
- (2) When no alternate member is available to fill the vacancy; the city commission shall appoint a member to fill the vacancy for the duration of the term;
- (3) When the unexpired term is two months or less, the city commission may appoint a new member to fill the unexpired term and the following full term;
- (4) A member who moves outside of the city or no longer meets eligibility requirements shall be removed immediately;
- (5) Any member who has been absent for three regular meetings in one calendar year shall be subject to removal; and
- (6) Vacancy shall occur upon death, resignation, removal, conviction of a felony, or

expiration of term.

- (d) *Term limits and reappointment.* Term limits do not apply to appointed board or committee members. The city clerk's office shall provide all board or committee members eligible for reappointment at least 30 days' notice prior to their term expiring. Board or committee members seeking reappointment must provide the city with updated contact information and statement of interest at least 15 days prior to expiration of their term. New board or committee members shall complete an application and provide a resume and statement of interest to the city at least 15 days before consideration for appointment.

(Ord. No. 2013-17, § 1, 8-6-13)

ORDINANCE 2014-05

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA REPEALING ORDINANCE 671; INCORPORATING HEREIN AND AMENDING RESOLUTION 2011-45 REGARDING THE AIRPORT ADVISORY COMMISSION (AAC) BY ADDING ONE (1) NON-VOTING MEMBER; REQUESTING PERIODIC INFORMATION FROM THE CITY MANAGER; PROVIDING FOR SEVERABILITY; REPEALING ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission initially created the Airport Advisory Commission (AAC) in 1984 via Ordinance 671; and

WHEREAS, the City Commission incorporated the roles and responsibilities of the AAC into City Code in 1984 and later into a newly created Land Development Code in 2006; however, Ordinance 671 was never formally repealed; and

WHEREAS, in March 2011, the City Commission decided that the roles and responsibilities of the AAC should be removed from the provisions of the Land Development Code since it does not oversee or rule on land development issues throughout the City; and

WHEREAS, the City Commission recreated the AAC via Resolution 2011-45 and clarified its roles and responsibilities as a standing committee serving as an advisory body to the City Commission; and

WHEREAS, the AAC has reviewed Resolution 2011-45 and recommends it be amended and incorporated into this Ordinance.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby repeals, in its entirety, Ordinance 671 adopted July 17, 1984.

SECTION 2. The City Commission incorporates herein and amends Resolution 2011-45 regarding the Airport Advisory Commission, which is officially designated as a standing committee and an advisory board to the City Commission, and is responsible for adhering to the following:

- a) The AAC shall consist of seven (7) members appointed by the City Commission and may include one (1) non-voting member appointed by the City Commission;
- b) All members shall reside within the City limits; and a member who moves outside of the City shall be removed immediately;
- c) Each member of the AAC serves at the pleasure of the City Commission;
- d) The term of office for all board members shall be three (3) years effective with October 1 of year appointed unless appointed to fill a vacancy then appointment continues for the term of the vacancy;
- e) Members shall attend all regular and called meetings. Any member who has been absent without being excused for three (3) regular meetings in one (1) fiscal year shall be subject to removal;
- f) The AAC shall have a chair and a vice-chair to conduct each meeting, but the non-voting member shall not serve as chair or vice-chair, the Airport Manager or his/her designee shall attend each meeting;
- g) The chair and vice-chair shall serve one (1) year terms;
- h) For the purpose of transacting business at any meeting, a majority of AAC members shall constitute a quorum;

- i) A member who is seeking re-appointment shall continue to be a voting member for two (2) months beyond the existing term, if necessary, to allow for the finalization of the re-appointment by the City Commission;
- j) The AAC meetings are open to the public and its members are subject to the Florida Sunshine Law and Public Records Act;
- k) All meetings will be conducted in accordance with parliamentary procedures as set forth and explained in the latest revised edition of Robert's Rules of Order, which shall serve as a guide for the rules of procedure of the meetings;
- l) Minutes of its proceedings, indicating the attendance of each member and decision of each member, shall be kept, signed by the chair and filed with the City Clerk;
- m) Members shall serve without compensation;
- n) The AAC shall request/expect/receive information from the Airport Manager which is necessary in order to carry out specific roles and responsibilities in section (o) below;
- o) The AAC shall provide advice and make recommendations to the City Commission as follows:
 - 1. Make recommendations regarding planning for the physical development and betterment of the Airport;
 - 2. Make recommendations on the operation of the Airport and for the improvement of the operation;
 - 3. Make recommendations regarding the sale or lease of City-owned property located on or adjacent to the Airport and land use of property adjacent to the Airport or land use of nearby property that could reasonably affect or prevent safe operations at the Airport;
 - 4. Make recommendations regarding the requested use or proposed grant of concessions on the Airport property;
 - 5. Make recommendations regarding policies, such as Airport Rules and Regulations and Airport Minimum Standards, and rates to be charged for the use of Airport property, including hangar rent, Airport use fees, landing fees, parking fees, and other charges to the general public for the use of the Airport; and
 - 6. Perform all acts requested by the City Commission to advise and assist in the continued operation and betterment of the Airport.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase of this Ordinance, or the particular application thereof, shall be held invalid by any court, administrative agency or other body with appropriate jurisdiction, the remaining sections, subsections, sentences, clauses and phrases under application shall not be affected thereby.

SECTION 4. Ordinances in conflict herewith are hereby repealed to the extent of such conflict

SECTION 5. This Ordinance shall take effect immediately after its final adoption.

ADOPTED this 18th day of March, 2014.

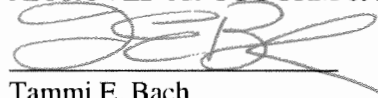
ATTEST:


Caroline Best
City Clerk

CITY OF FERNANDINA BEACH


Edward E. Boner
Mayor – Commissioner

APPROVED AS TO FORM & LEGALITY:


Tammi E. Bach
City Attorney

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach
City Clerk's Office
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115

Name	Thomas Piscitello
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Home Mailing Street Address	foxflyer@bellsouth.net
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City	YULEE
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Zip Code	32097
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Primary Phone	9045830698
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Secondary Phone	<i>Field not completed.</i>
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Please note that board materials are distributed electronically.

Email to receive board materials	foxflyer@bellsouth.net
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Employer	Retired
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Position Title	<i>Field not completed.</i>
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Business Address	96209 Sweetbriar Ln,
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City	Yulee
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Zip	32097
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Select the board you are applying for:	Airport Advisory Commission
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	None
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Additional board that you
are applying for:

Why are you interested in
serving on this Board?
Please explain.

As an airport tenant and aviator, I have a sincere interest in the betterment of the airport. I feel I can positively contribute to the work of the Airport Advisory Commission.

Eligibility

Are you a resident of the
City?

No

Length of time:

Field not completed.

Do you hold a public
office?

No

Office name:

Field not completed.

Are you employed by the
City?

No

Position:

Field not completed.

Are you currently serving
on a Board?

No

Board Name:

Field not completed.

Potential Conflict of Interest:

Have you ever been
engaged in the
management/ownership
of any business enterprise
that has a financial
interest with the City of
Fernandina Beach?

No

Field not completed.

If yes, please provide
details:

Major Affiliations:

List community, professional, or other applicable policy-making Boards on which you have served. Note the length of service and office held (if any):

I recently became Chairman of the Nassau County Aerospace Advisory Board. I've been a board member for the past two years. I'm currently serving my sixth year as President of Experimental Aircraft Association Chapter 943.

Qualifications:

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended:

Retired USAF, with 20 years experience in aircraft control. Commercial pilot and Certified Flight Instructor with 40 years of flight experience. My second 25 year career as a Quality Assurance professional in the commercial nuclear industry with direct experience in power plant construction and as a certified inspector in the electrical, mechanical, and civil disciplines. I have also served on committees in support of the Fernandina Airport Rules and Regulations rewrite, the Airport Master Plan update, and the new terminal design.

Organization or Commissioner sponsoring nomination (if applicable):

Airport Advisory Commission

Educational Background: (Check all that apply)

High School

Other:

Field not completed.

Major areas of study:

Field not completed.

Florida's Public Records Law, Chapter 119, Florida Statutes, states:

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date 01/31/2018

Applicant's Signature Thomas Piscitello

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach
City Clerk's Office
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115

Name	COLEMAN C LANGSHAW
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Home Mailing Street Address	308 South 15th Street
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City	FERNANDINA BEACH
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Zip Code	32034
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Primary Phone	904-556-1575
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Secondary Phone	<i>Field not completed.</i>
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Please note that board materials are distributed electronically.

Email to receive board materials	cclangshaw@gmail.com
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Employer	Dungeness Charters
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Position Title	Owner and Captain
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Business Address	308 South 15th Street
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City	Fernandina Beach
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Zip	32034
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Select the board you are applying for:	Airport Advisory Commission
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	None
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Additional board that you are applying for:

Why are you interested in serving on this Board? Please explain.

I am a City resident, who has no financial interest in the airport, do not have an aircraft nor a pilot's license, but feel that the airport is an important asset to the community. I have a layman's knowledge of aviation, but as the former Marina Director, I am very familiar with working with environmental regulatory agencies (DEP, USACE, etc), with enterprise funds in the city, and the City Commission. I have lived in Fernandina Beach for 35 years, and I understand and appreciate the social and economic history of our community. Not being affiliated with aviation directly, I think I can offer an unbiased and fair perspective on matters concerning the airport and the community.

Eligibility

Are you a resident of the City? Yes

Length of time: 35 years

Do you hold a public office? No

Office name: *Field not completed.*

Are you employed by the City? No

Position: *Field not completed.*

Are you currently serving on a Board? *Field not completed.*

Board Name: *Field not completed.*

Potential Conflict of Interest:

Have you ever been engaged in the management/ownership of any business enterprise that has a financial No

interest with the City of
Fernandina Beach?

Field not completed.

If yes, please provide
details:

Major Affiliations:

List community,
professional, or other
applicable policy-making
Boards on which you
have served.
Note the length of service
and office held (if any):

Former board member and chair of Amelia Island Montessori
School (5 years); Former General Partner of Greyfield, LTD (25
years);

Qualifications:

Please list any specific
qualifications, education
or experience that would
directly relate to the
Board for which you are
being recommended:

As the former Marina Director, I am very familiar with working
with environmental regulatory agencies (DEP, USACE, etc),
with enterprise funds in the city, and the City Commission.

Organization or
Commissioner sponsoring
nomination (if
applicable):

none

Educational Background:
(Check all that apply)

High School

Other:

Although I do not have an Associates Degree, I have 95
college credit hours at the University of North Florida.

Major areas of study:

Communications and Visual Arts

Florida's Public Records Law, Chapter 119, Florida Statutes, states:

"It is the policy of this state that all state, county, and municipal records shall at all
times be open for a personal inspection by any person." Your application when filed
will become a public record and subject to the above statute. In addition, any

appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date 01/30/2018

Applicant's Signature Coleman C. Langshaw

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach
City Clerk's Office
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115

Name	Brian H. Bridwell
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Home Mailing Street Address	110 S. 15th St.
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City	Fernandina Beach
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Zip Code	32034
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Primary Phone	904-557-8159
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Secondary Phone	<i>Field not completed.</i>
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Please note that board materials are distributed electronically.

Email to receive board materials	t75atc@gmail.com
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Employer	FAA - Retired
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Position Title	Air Traffic Control Specialist
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Business Address	<i>Field not completed.</i>
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City	<i>Field not completed.</i>
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Zip	<i>Field not completed.</i>
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Select the board you are applying for:	Airport Advisory Commission
--	-----------------------------

	None
--	------

Additional board that you are applying for:

Why are you interested in serving on this Board?
Please explain.

I have a life long interest in aviation. I retired in 2012 from a 35 year career as an Air Traffic Controller. I'm a licensed private pilot though not current. I served on the NATCA, National Air Traffic Controllers Association, Safety Committee as the National Rep for the Central Region for several years. I was the Vice President of the Local for NATCA for 1 year. I grew up around airplanes, traveling all over the country in my fathers private planes. Served as the team rep and local safety rep for the union for many years. I recently served as a sub-contractor to the FAA traveling around the US helping with the testing and certification of new automated clearance delivery equipment in control towers and training controllers in the use of the equipment. I have an interest in seeing that our local airport is the best it can be, in safety, equipment and, services to both local and transient pilots. I love aviation and anything to do with it. I feel my experience would be of benefit to the commission and the community. I miss being involved in aviation.

Eligibility

Are you a resident of the City?	Yes
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Length of time:	5+ years
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Do you hold a public office?	No
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Office name:	<i>Field not completed.</i>
--------------	-----------------------------

Are you employed by the City?	No
-------------------------------	----

Position:	<i>Field not completed.</i>
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Are you currently serving on a Board?	No
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Board Name:	<i>Field not completed.</i>
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Potential Conflict of Interest:

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach?

No

If yes, please provide details:

Field not completed.

Major Affiliations:

List community, professional, or other applicable policy-making Boards on which you have served. Note the length of service and office held (if any):

National Air Traffic Controllers Association - National Safety Committee
National Air Traffic Controllers Association - Local T75 - Executive Board, Safety Committee and Crew Representative

Qualifications:

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended:

35 years as a professional Air Traffic Controller. 4 years in the USAF and 31 years in the FAA. I'm a licensed private pilot though not current. Worked as sub-contractor to the FAA, testing, certifying and training controllers on new automated clearance delivery equipment in control towers. Served as the national rep. to the Safety Committee of NATCA, the National Air Traffic Controllers Association. Was the union local Vice President for one year. Served as the local union crew rep. and safety rep. for several years. I have been to Washington, D.C. several times as a union representative to lobby Congress for improvements to the National Airspace System.

Organization or Commissioner sponsoring nomination (if applicable):

Field not completed.

Educational Background: (Check all that apply)

High School

Field not completed.

Other:

Field not completed.

Major areas of study:

Florida's Public Records Law, Chapter 119, Florida Statutes, states:

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date January 20, 2018

Applicant's Signature Brian H. Bridwell

I applied on the Fernandina Beach city website for the opening on the Airport Advisory Commission.
Enclosed is my current resume.

Thank you very much for your consideration,



Brian H. Bridwell

110 S. 15th St.

Fernandina Beach, FL 32034

t75atc@gmail.com

904-557-8159

Resume – Brian H. Bridwell

Brian H. Bridwell

110 S. 15th St.

Fernandina Beach, FL 32034

USA

Home phone: None

Cell phone: (904) 557-8159

E-mail: t75atc@gmail.com

Work Experience:

Retired Air Traffic Controller September 3, 2012 to present. Retired with 34 years 10 months experience as an Air Traffic Controller which included 4 years in the USAF and 30 years 10 months with the FAA.

CGH Technologies, Inc., Washington, DC

Technical Support Services – ATC Subject Matter Expert

October 2015 – October 2016

As an independent contractor, I traveled to many FAA ATCT's around the USA to provide on-site support of the DATACOMM program. Helped with testing and certification of CPDLC (Controller Pilot Data Link Communications) equipment and training controllers in the use of this equipment.

Federal Aviation Administration

Air Traffic Control Specialist – St. Louis TRACON (Terminal RADAR Approach Control)

July 1991 – September 2012

Responsible for the safe and expeditious separation of IFR and VFR arrival, departure and overflight air traffic within a 40 mile radius of St. Louis, MO from the surface to 15,000 ft. That airspace is split into 11 individual sectors. Worked with 3 FAA and 1 contract air traffic control towers as well as one military control tower. I also worked with 2 adjacent RADAR approach controls and 7 adjacent ARTCC sectors. We have 7 uncontrolled airports within our airspace that have published instrument approaches. I also trained air traffic controllers.

Resume – Brian H. Bridwell

Air Traffic Control Specialist – Kansas City ARTCC (Air Route Traffic Control Center)

October 1981 – June 1991

Responsible for the safe and expeditious separation and flow of IFR and VFR air traffic within 5 low altitude sectors from the surface to FL230 and 2 high altitude sectors from FL240 and up. Had several MOA's (Military Operating Areas) and refueling tracks within this airspace as well as 2 non-radar approach controls and 1 RADAR approach control and 2 FAA air traffic control towers and 2 military air traffic control towers. We worked with 4 adjacent ARTCC's. I also trained air traffic controllers.

United States Air Force

Air Traffic Control Specialist – Castle AFB RAPCON (RADAR Approach Control)

September 1977 – September 1981

Responsible for the safe and expeditious separation and flow of IFR and VFR air traffic in a 60 mile long, 35 mile wide piece of airspace from the surface to 6000 ft. That airspace was split into 5 individual sectors. We worked with 1 FAA ARTCC, 1 FAA RADAR approach control and 1 FAA non-radar approach control as well as 1 military and 1 FAA air traffic control towers. I also helped train air traffic controllers, some of which were sent to us from Iran for us to train.

Education:

Merced Community College

September 1979 – May 1980

Francis Howell High School

Graduated June 1977

Skills:

I was the NATCA air traffic controllers union local vice-president Oct 2005 – Oct 2006 as well as the NATCA National Safety Committee Representative for the Central Region from 1997 – 2001. I served as the local NATCA Crew Representative during that time also. While at Kansas City ARTCC I was the NATCA Facility Safety Representative from 1986 – 1991 as well as the NATCA Crew Representative during the same time. I served on several airspace and procedures committees while at Kansas City ARTCC and St. Louis TRACON.

I have my Private pilot's license.

Interests/Hobbies:

I have collected and restored antique/classic cars for many years. I do much of the mechanical work myself. I am self-taught. I also have a keen interest and love of aviation and its history. I am especially

Resume – Brian H. Bridwell

interested in antique/classic airplanes. I also am a member of a local competition BBQ team comprised of current and retired Air Traffic Controllers. I also do part-time carpentry/handyman work for a close friend on an as needed basis.

9. DEVELOPMENT PHASING & CAPITAL IMPROVEMENT PROGRAM

The preceding chapters have identified the projects necessary for the Fernandina Beach Municipal Airport (FHB) to accommodate the forecast level of demand throughout a 20-year planning period as well as provide for substantive economic development opportunities in the future. As identified in Chapter 4 *Design Criteria* and Chapter 5 *Demand/Capacity and Facility Requirements*, improvements to both airside and landside elements of the Airport are recommended for implementation. The projects included in the development plan form the basis of the Airport's capital improvement program (CIP).

The primary purpose of this chapter is to: (1) itemize the individual development projects or development related projects required to fulfill the preferred development plan for the Fernandina Beach Municipal Airport as depicted in the Airport Layout Plan (ALP); (2) establish a phasing plan for the development projects which meets the forecasted needs; (3) review available funding sources and make assumptions as to the probable funding structure for each itemized project; (4) summarize recent and future potential cash flows for the airports; and (5) present a financially feasible CIP for each development phase.

The CIP includes projects that represent the facility's planned growth over the next 20 years and beyond. Additionally, the proposed facilities reflect strategic development initiatives intended to maximize the safety and utility of the Airport. Project phasing and cost estimates are developed and included in the CIP in order to manage and plan for the implementation requirements associated with these development projects. From the local Airport's perspective the CIP identifies improvement needs and allows budgeting/financial decisions to be made with a comprehensive understanding of financial implications. The overall concept is to maximize the opportunities to receive federal and state matching funds within the context of and in recognition of the amount of local funds that are available for capital needs. Although the CIP will be used for programming by the FAA and FDOT there is no financial commitment by these governments or the sponsor to provide funding for the CIP. If federal or state contributing funds are unavailable for a certain project during the specified timeframe the project will almost certainly be unaffordable using only local money and the improvement project will not go forward until appropriate funding is available.

9.1. Development Phasing

This section of the Airport's master plan report seeks to establish a tentative schedule for the various projects required to fulfill the future development goals. Essentially the schedule represents a prioritized Airport development plan to meet regulatory issues, forecast increases in aeronautical activity, and/or economic development initiatives of the municipality. Projects appearing in the first phase are of greater importance to the Airport and have the least tolerance for delay. Additionally, some projects included in an early phase may be a prerequisite for other planned improvements in a later phase. The development phasing for FHB has been divided into four distinct phases as follows:

- Phase I: (0 to 5 years), 2015-2019
- Phase II: (6 to 10 years), 2020-2024
- Phase III: (11 to 20 years), 2025-2034
- Phase IV (Beyond 20 years), 2035+ or as demand materializes.

It should be pointed out that the phasing of individual projects should undergo periodic review to determine the need for changes based upon variations in forecast demand, available funding, economic conditions, and/or other factors that may reasonably influence airport development. Additionally, other projects not foreseen in this report may be identified in the future and would, therefore, likely necessitate changes in the phasing of projects and the overall CIP. Further, the projects and overall development identified in the CIP, though tied to a time table, will only occur once the triggering demand and/or need is realized.

9.1.1. Phasing Plan and Cost Estimates

The phasing plan established for each of the identified projects was developed to ensure a logical and feasible implementation of the master plan. Special attention has been placed on the first five years of the CIP. These projects slated for immediate implementation have been identified as critical to the Airport in terms of both providing adequate facilities to meet the needs of its users as well as supporting the strategic economic development initiatives of the Airport and the City of Fernandina Beach.

A list of capital improvement projects has been assembled using the documentation previously presented regarding anticipated facility demands and preliminary engineering analysis focusing on pavement rehabilitation needs. **Table 9-1** through **Table 9-3** present this information along with rough order of magnitude cost estimates and anticipated funding sources for each identified project. Cost estimates for individual projects, based on current 2015 costs, have been prepared for the improvement projects identified over the planning period. The improvement costs listed are escalated to include an inflation factor provide the most appropriate estimate based on the projects programed year. These estimates are intended to be used for planning purposes only and should not be construed as construction cost estimates, which can only be compiled following the preparation of detailed engineering design documents. However, the cost estimates presented in this document allow for an understanding of the plausible cost to the City for each development action and the overall financial feasibility of the project. To accompany Table 9-1, 9-2, and 9-3, **Figure 9-1**, **9-2**, and **9-3** graphically illustrate each individual project identified. **Figure 9-4** highlights Airport areas that could have support aeronautical and non-aeronautical developments as demand requires, constructed most likely by private entities or third party funding, at any time during this planning period or beyond.

The proposed project list, phasing, and costs provides a progressive projection of capital needs which can be utilized in local, state, and federal financial programming. It is realized that as soon as this long-range planning document is published, the project list starts to be out of date and; therefore, it will always differ to some degree with the Airport's multi-year CIP on file with the FDOT and FAA. Furthermore, this CIP focuses on the substantive facility improvements addressed in this master plan. As such, typical budgeted airport expenses such as regular maintenance activities, small pavement rehabilitations or sealing, and tree management/removal have not been included.

Table 9-1. Capital Improvement Program – Phase 1

PHASE	YEAR	PROJECT	PROJECT ID	TOTAL COST	ANTICIPATED FUNDING SOURCES			
					FAA	FDOT	LOCAL	3RD PARTY
PHASE 1	2016-2019	3-Unit Common and 4-Unit Common Wall Box Hangars (North)	L1	\$1,310,000	0%	50%	50%	0%
					OR	OR	OR	OR
					\$ -	\$655,000	\$655,000	\$ -
	2016-2019	Request IAP to Runway 9 and 27	A1	\$0	90%	5%	5%	0%
					OR	OR	OR	OR
					\$ -	\$ -	\$ -	\$ -
	2017-2019	Welcome Center & Hangar	L2	\$1,848,000	0%	40%	20%	40%
					OR	OR	OR	OR
					\$ -	\$739,200	\$369,600	\$739,200
	2017-2019	AWOS Upgrade (AWOS-3PT)	A2	\$230,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$207,000	\$11,500	\$11,500	\$ -
	2017-2019	Beacon Light Upgrade (LED if able)	A3	\$35,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$31,500	\$1,750	\$1,750	\$ -
	2018-2019	Taxiway Charlie extension to existing Runway 4 end	A4	\$380,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$342,000	\$19,000	\$19,000	\$ -
	2018-2019	Rehabilitate overflow parking apron	A5	\$2,104,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$1,893,600	\$105,200	\$105,200	\$ -
	2018-2019	Threshold Relocation and Marking (RW 22 and 27) (To include glass beads on hold markings and RW 22 threshold lighting rehabilitation)	A6	\$993,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$893,700	\$49,650	\$49,650	\$ -
	2019-2019	Relocate drainage ditch outside of RSA at RW 31 end.	A7	\$98,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$88,200	\$4,900	\$4,900	\$ -
2019-2019	Large Clearspan Hangar and Apron Expansion	L3	\$240,000	0%	20%	0%	80%	
				OR	OR	OR	OR	
				\$ -	\$48,000	\$ -	\$192,000	
2019-2019	Two 8-Unit T-Hangar (East) (Incl. T-lanes) + 2-unit common wall box w/office	L4	\$2,060,000	0%	50%	50%	0%	
				OR	OR	OR	OR	
				\$ -	\$1,030,000	\$1,030,000	\$ -	
PHASE 1 TOTAL:				\$9,198,000	\$3,456,000	\$2,664,200	\$2,246,600	\$931,200

Source: Passero, 2015

Table 9-2. Capital Improvement Program – Phase 2

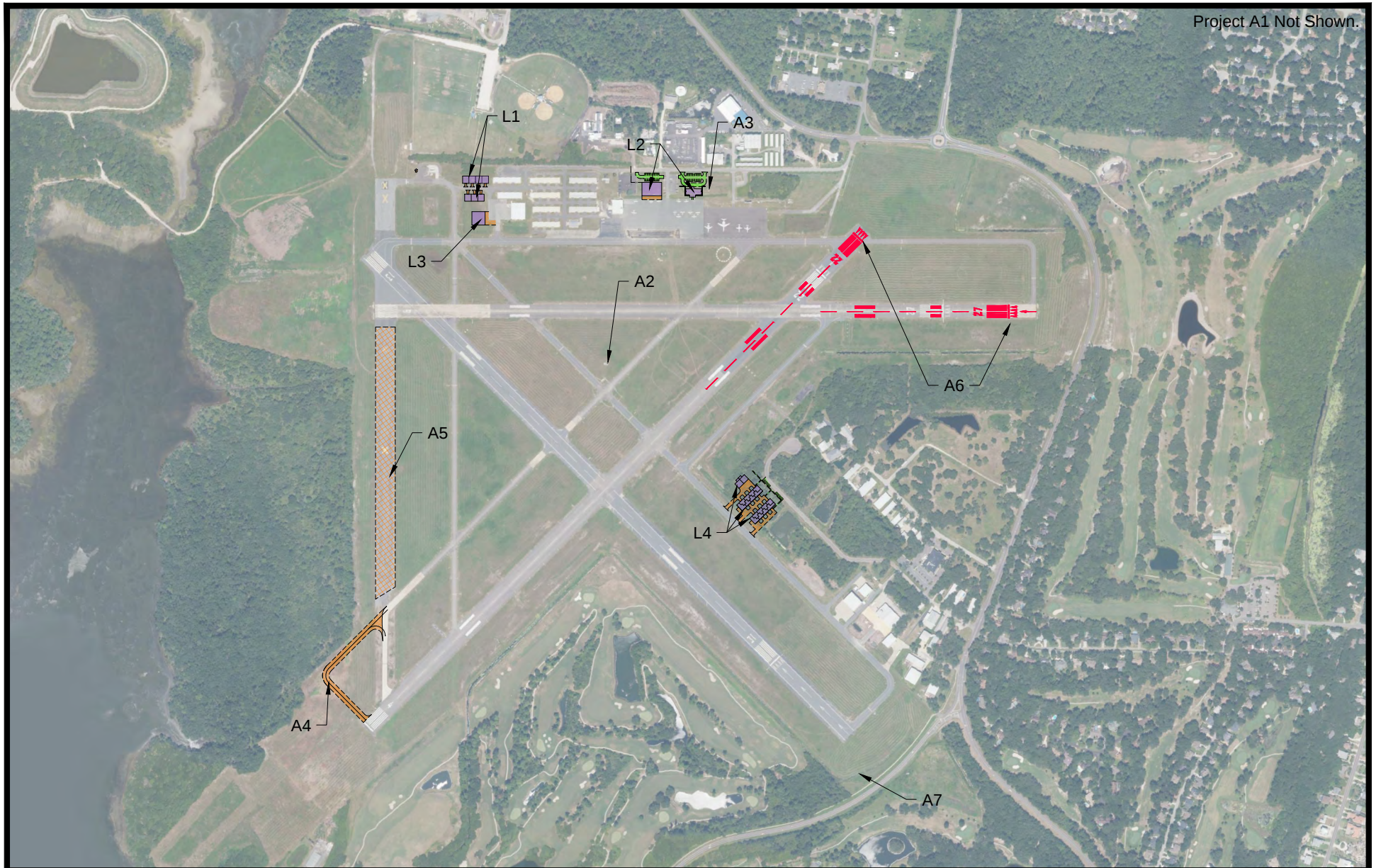
PHASE	YEAR	PROJECT	PROJECT ID	TOTAL COST	ANTICIPATED FUNDING SOURCES			
					FAA	FDOT	LOCAL	3RD PARTY
PHASE 2	2020-2024	Terminal Apron Improvement (incl demo & wind rose relocation)	L5	\$530,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$477,000	\$26,500	\$26,500	\$ -
	2021-2024	Taxilane Pavement Rejuvenation (existing t-hangar area)	L6	\$21,000	0%	80%	20%	0%
					OR	OR	OR	OR
					\$ -	\$16,800	\$4,200	\$ -
	2022-2024	Widen Taxiway Alpha east of Runway 22	A8	\$206,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$185,400	\$10,300	\$10,300	\$ -
	2023-2024	Widen and Extend Taxiway Echo with T/W Foxtrot Stub	A9	\$404,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$363,600	\$20,200	\$20,200	\$ -
	2020-2023	Develop Taxiway Foxtrot	A10	\$701,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$630,900	\$35,050	\$35,050	\$ -
	2020-2024	Two 6-Unit T-hangars & 5-Unit Common Wall Box Hangars	L7	\$2,290,000	0%	50%	50%	0%
					OR	OR	OR	OR
					\$ -	\$1,145,000	\$1,145,000	\$ -
	2023-2024	Jamestown Road Phase 1	L8	\$427,000	0%	50%	50%	0%
					OR	OR	OR	OR
					\$ -	\$213,500	\$213,500	\$ -
	2024-2024	Two 8-unit t-hangar w/jetpod (East) (Incl. T-lanes)	L9	\$1,790,000	0%	50%	50%	0%
					OR	OR	OR	OR
					\$ -	\$895,000	\$895,000	\$ -
	2024-2024	Two 4-unit common wall box hangar w/office space (East) (Incl. T-lanes)	L10	\$1,480,000	0%	50%	50%	0%
					OR	OR	OR	OR
					\$ -	\$740,000	\$740,000	\$ -
	2024-2024	Westside access roadway	L11	\$847,000	0%	50%	50%	0%
					OR	OR	OR	OR
					\$ -	\$423,500	\$423,500	\$ -
	PHASE 2 TOTAL:			\$6,406,000	\$1,656,900	\$3,525,850	\$3,513,250	\$0

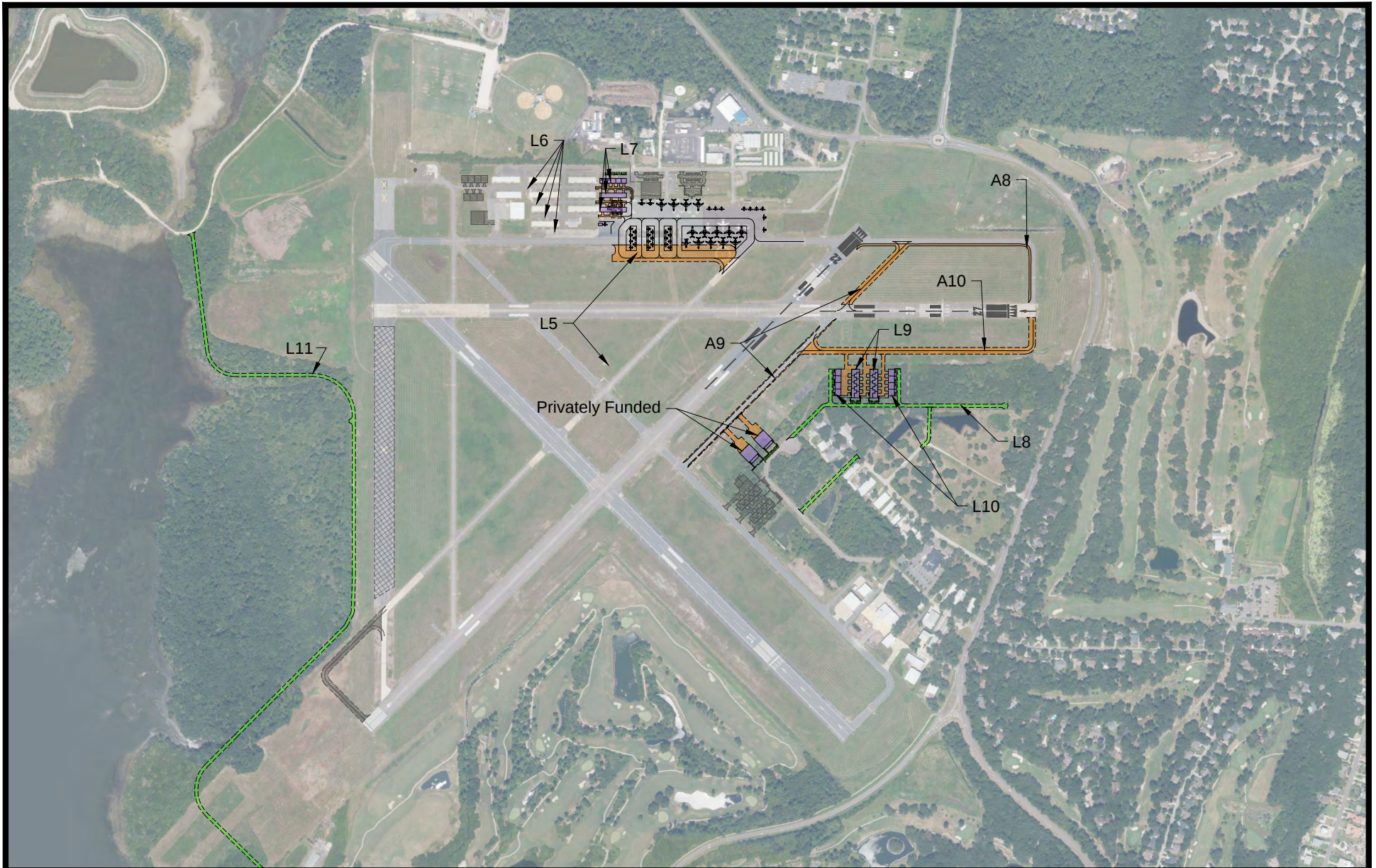
Source: Passero, 2015.

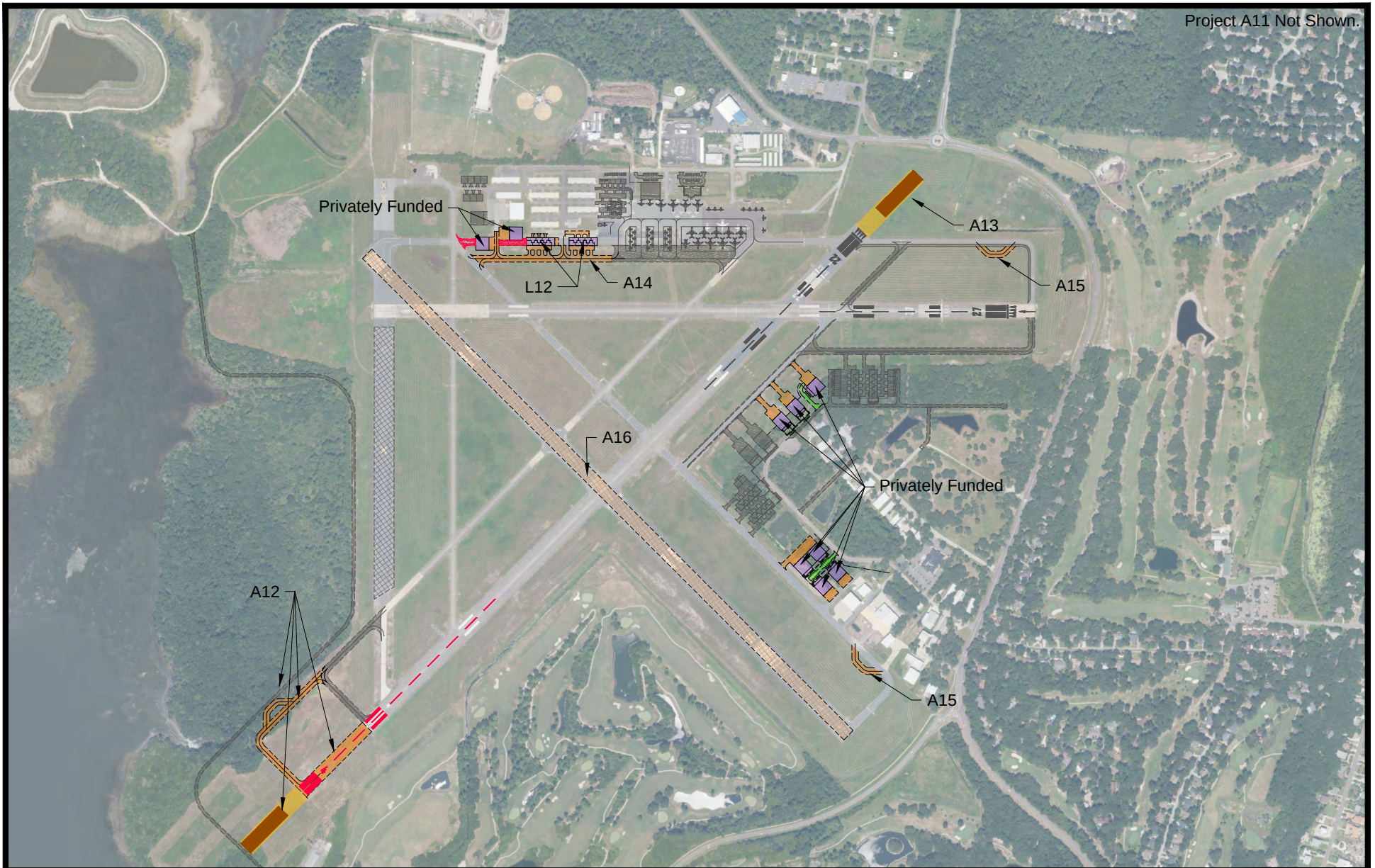
Table 9-3. Capital Improvement Program – Phase 3

PHASE	YEAR	PROJECT	PROJECT ID	TOTAL COST	ANTICIPATED FUNDING SOURCES			
					FAA	FDOT	Local	3rd Party
PHASE 3	2025-2034	Environmental Assessment for Runway Improvement	A11	\$100,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$90,000	\$5,000	\$5,000	\$ -
	2026-2034	Runway 4 700-foot Improvement (incl tway, lighting, EMAS, & service road)	A12	\$8,888,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$7,999,200	\$444,400	\$444,400	\$ -
	2026-2034	Runway 22 EMAS	A13	\$7,671,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$6,903,900	\$383,550	\$383,550	\$ -
	2030-2034	Taxiway A Extension	A14	\$631,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$567,900	\$31,550	\$31,550	\$ -
	2030-2034	Install two 8-unit t-hangars with jetpods	L12	\$1,750,000	0%	50%	50%	0%
					OR	OR	OR	OR
					\$0	\$875,000	\$875,000	\$ -
	2030-2034	Install run-up areas for Runway 9 and 31.	A15	\$160,000	90%	5%	5%	0%
					OR	OR	OR	OR
					\$144,000	\$8,000	\$8,000	\$ -
	2030-2034	Rehabilitate Runway 13-31	A16	\$3,000,000	0%	0%	100%	0%
					OR	OR	OR	OR
					\$0	\$0	\$3,000,000	\$ -
	PHASE 3 TOTAL:			\$22,200,000	\$15,705,000	\$1,747,500	\$4,747,500	\$ -

Source: Passero, 2015.









PASSERO ASSOCIATES

Fernandina Beach Municipal Airport
Fernandina Beach, Florida

Phase 4 Developments
2035+ and/or as Demand Materializes

Figure
9-4

9.2. Financial Feasibility

The purpose of this section is to analyze the Airport's historical and projected revenues and expenditures and validate the financial feasibility of implementing the CIP. This is done to express the feasibility of the capital improvement program identified for the Airport.

9.2.1. Sources of Capital Funding

Funding sources for the capital improvement program depend on many factors, including Airport Improvement Program (AIP) project eligibility, the ultimate type and use of facilities to be developed, debt capacity of the Airport, the availability of other financing sources, and the priorities for scheduling project completion. For planning purposes, assumptions were made related to the funding source of each capital improvement. Some of the funding programs which may be available for identified CIP projects at the Airport are discussed below.

9.2.1.1. AIP Funds

The Airport Improvement Program (AIP) provides grants to airport sponsors for the planning and development of public-use airports that are included in the National Plan of Integrated Airport Systems (NPIAS). The AIP program is 100 percent funded by the Airport and Airway Trust Fund (AATF), the revenue of which are derived from aviation-related excise taxes on passengers, cargo, and fuel. In addition to AIP, AATF also provides over two-thirds of funding for the FAA.

Entitlement Grants

As a public airport listed in the NPIAS, FHB is entitled to an annual allotment from AIP to support the continued maintenance and development of the Airport. As a non-primary general aviation airport FHB is entitled to receive annually the lesser value of the following:

- 20% of the 5-year cost of their current NPIAS value or,
- \$150,000

Most often airports such as FHB will received \$150,000 annually.

Discretionary Grants

After entitlement funding is accounted for the FAA allocates the remainder of its budgeted AIP expenditure to a discretionary fund. After a grant application is submitted by the airport sponsor, the FAA distributes discretionary funds to projects that best carry out the purpose of the AIP with highest priority given to safety, security, reconstruction, capacity, and standards. For small primary, reliever, and general aviation airports, the grant covers a range of 90-95 percent of eligible costs based on statutory requirements.

9.2.1.2. FAA Facilities and Equipment Funds

Facilities & Equipment (F&E) funds finance major capital investments related to modernizing and improving air traffic control and airway facilities, equipment, and system. The F&E appropriation provides funds to establish, replace, relocate, or improve air navigation facilities and equipment and aviation safety systems based on their operational uses.

9.2.1.3. Florida Aviation Grant Program

The Florida Aviation Grant Program provides financial assistance to Florida airports in the areas of safety, security, preservation, capacity improvement, land acquisition, economic development, planning, designing, construction, and maintenance. The only off-airport projects allowed are purchase of mitigation lands and aviation easements, noise mitigation such as sound proofing, and access projects for intercontinental airports. Program funds assist local governments and airport authorities in planning, designing, constructing, and maintaining public-use aviation facilities. Airport capital equipment is eligible, except equipment closely related to day-to-day operations. The Florida Aviation Grant Program is funded from the State Transportation Trust Fund through a tax on aviation fuel.

To be eligible for funding through the Florida Aviation Grant Program an airport must be a part of the Florida Aviation System Plan (FASP), and airport projects must be consistent with the airport's role defined in the FASP and, to the maximum extent feasible, the approved local comprehensive plan. Project funding is based on consideration of airport priorities and applicable state priorities. In addition, capital projects must be part of an FDOT Aviation department-approved airport master plan and/or depicted on an approved airport layout plan (ALP).

9.2.1.4. Rural Economic Development Initiative

Rural Economic Development Initiative (REDI) counties and communities that meet certain statutory criteria may request a waiver or reduction of the match requirements for project funding. A county or community must request a waiver or reduction in match requirements in writing. For all other projects, please consult Chapter 339.08 F.S. regarding use of monies in the State Transportation Trust Fund and the FDOT Work Program Instructions. The City of Fernandina Beach is eligible to receive REDI funding assistance which could be used to support Airport development initiatives.

9.2.1.5. Third Party

A variety of projects depicted on the ALP are anticipated to be developed with private or third party funding. These primarily include development of corporate hangars and private aprons to support those hangars.

9.2.1.6. Airport

The Airport will fund all remaining capital project amounts from annual earning or reserves.

9.2.2. Airport Financial Structure

The City of Fernandina Beach owns and operates the Fernandina Beach Municipal Airport. The City operates the Airport as an enterprise fund to be self-sustaining and not require City General Funds for its operation. Essentially the Airport operates as a business with capital grants from the State FDOT and FAA. Internal funds are typically obtained from ground leases, t-hangar rents, fuel flowage fees, and fee and charges levied on Airport users and tenants. While future sources of revenue cannot be guaranteed, this analysis is based upon the expected continued self-sufficiency of the Airport's operations and improvement.

The Airport operates under the financial requirements of the City of Fernandina Beach. It also complies with the requirements of the FAA regarding open access to users, non-exclusive rights, the setting of fees and charges, and airport revenue.

9.2.2.1. Historical Profit/Loss Statement

Table 9-4 presents historical profit/loss data for the Airport enterprise fund. This data shows the Airport has regularly generated surplus revenues since 2010 through its operation.

Table 9-4. Historical Profit/Loss Statement

ITEM	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	AVG %
OPERATING REVENUES						
PROPERTY INCOME (AERO)	162,022	179,504	234,180	227,587	261,831	40.6%
PROPERTY INCOME (NON-AERO)	273,515	254,918	230,811	221,061	219,296	45.7%
<u>OTHER INCOME</u>	<u>28,227</u>	92,302	66,629	106,050	67,035	13.7%
TOTAL OPERATING REVENUES	463,764	526,724	531,620	554,698	548,161	
OPERATING EXPENSES *						
PERSONNEL	101,172	99,357	84,218	51,810	68,117	26.6%
CONTRACTED SERVICES	138,488	125,714	105,464	102,743	96,314	37.4%
OPERATING SERVICES & SUPPLIES	10,120	10,670	9,540	12,427	14,615	3.8%
UTILITIES	36,405	39,380	37,182	38,464	30,604	12.0%
MAINTENANCE & REPAIRS	59,082	78,483	82,650	37,510	23,272	18.5%
<u>ADMINISTRATIVE CHARGES & FEES</u>	<u>6,000</u>	5,046	5,526	5,000	5,094	1.8%
OPERATING EXPENSES	351,267	358,650	324,580	247,954	238,016	100.0%
NET SURPLUS (DEFICIT)	112,497	168,074	207,040	306,744	310,146	

*Notes: *Does not include depreciation expense*

Source: City of Fernandina Beach, 2015; Quadrex Aviation, 2015

9.2.3. Airport Financial Pro Forma

Table 9-5 attempts to look forward the next five years and provide plausible projections of surplus revenues generated by the Airport which are available to support development activities at the Airport and fulfill the goals established in the Airport's CIP. As is evident from Table 9-5, the airport is expected to continue to generate revenues annually through 2020 and likely beyond. As such, the Airport will be able to meet its financial obligation identified in Table 9-1, 9-1, and 9-3.

Table 9-5. Profit/Loss Pro Forma

ITEM	2016	2017	2018	2019	2020	AVG %
OPERATING REVENUES						
PROPERTY INCOME (AERO)	270,231	273,731	308,926	344,010	349,170	46.8%
PROPERTY INCOME (NON-AERO)	311,172	273,460	250,203	238,403	241,979	39.8%
OTHER INCOME	80,562	84,540	88,717	93,103	97,708	13.4%
TOTAL OPERATING REVENUES	661,965	631,730	647,845	875,515	688,856	100.0%
OPERATING EXPENSES *						
PERSONNEL	78,253	161,760	169,370	177,347	185,709	34.1%
CONTRACTED SERVICES	125,119	131,375	137,944	144,841	152,083	30.6%
OPERATING SERVICES & SUPPLIES	12,163	12,528	12,904	13,291	13,689	2.9%
UTILITIES	38,591	39,749	40,942	42,170	43,435	9.1%
MAINTENANCE & REPAIRS	59,571	61,358	63,199	65,095	67,048	14.0%
ADMINISTRATIVE CHARGES & FEES	40,141	41,345	42,586	43,863	45,179	9.4%
OPERATING EXPENSES	353,839	448,116	466,944	486,607	507,144	100.0%
NET SURPLUS (DEFICIT)	308,126	183,614	180,901	188,908	181,713	

Notes: *Does not include depreciation expense

Source: City of Fernandina Beach, 2015; Quadrex Aviation, 2015

9.3. Conclusion

This analysis indicates that funding will likely be available to plan, design, and construct some of the projects identified in the Master Plan. Development initiatives should be prioritized annually by the Airport and City and other funding sources should be regularly explored. Furthermore, should the Airport be able to increase its projected of non-aeronautical income year over year as is projected for aeronautical income retained earnings would be significantly improved. In total 25 CIP projects have been identified and programmed within the next 20 years, three of which (new t-hangars, the welcome center, and request for IAP's on RW 9 and 27) are identified as necessary in the very near term. This financial analysis is based on continued FAA and State funding at current levels. However, there is a competition for FAA funds, so the Airport will need to aggressively market its CIP to the FAA and other agencies as opportunities arise. Based on the assumptions and the financial analyses presented herein, the CIP is considered practicable and it is anticipated that the Fernandina Beach Municipal Airport will be able to construct necessary aviation facilities. Of course, the continued monitoring of the Airport's financial status is necessary to adapt and adjust as conditions change.

City of Fernandina Beach
Five Year Capital Plan

Priority A: 1. Capital Improvements needed to protect public health and safety. 2. Capital Improvements needed to fulfill a State or Federal mandate. 3. Capital Improvements needed to fulfill a legal or regulatory requirement. 4. Capital improvements needed to complete an ongoing project. 5. Capital improvements that are shovel ready (funding, permits, etc. are in place). 6. Capital improvements needed to correct existing deficiencies or maintenance issues.				Priority C: 1. Capital Improvements that will increase efficient use of existing public facilities where the economic benefit that results from the improvement exceeds the economic cost of making the improvement. 2. Capital Improvements that will promote redevelopment and/or infill development.										
Priority B: 1. Capital Improvements needed to meet or maintain adopted level of service standards. 2. Capital improvements needed to implement adopted plans or studies. 3. Capital improvements that are eligible for grant funding. 4. Capital improvements that will promote economic development. 5. Capital improvements that will reduce operating and/or maintenance costs.				Priority D: 1. Capital Improvements needed to accommodate projected new development, that are consistent with the FLUM, and which represent a logical extension of public facilities. 2. Capital Improvements needed to serve developments that were approved prior to the adoption of this Fernandina Beach Comprehensive Plan.										
Priority E: 1. Capital Improvements that will further the plans of the St. Johns River Water Management District and other State agencies that may provide public facilities within the City.														
Project Title/Justification	Funding Source			Cost	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	Priorities (Per Comp Plan Policy 8.01.02)				
	Gen Fund		*Other							A	B	C	D	E
Golf Course Fund (410)														
	Enterprise		*Other											
DRIVING RANGE IMPROVEMENTS	100% ¹¹			25,000	25,000					6	1,5	1		
MAINTENANCE EQUIP PACKAGE	100% ¹¹			300,000	100,000	200,000				4	4	1		
GOLF CART FLEET REPLACEMENT			interfund loan	700,000	350,000				350,000	6	1,5	1		
GREEN RENOVATIONS	100% ¹¹			50,000		50,000				6	1,5	1		
BUNKER RENOVATION	100% ¹¹			90,000		60,000	30,000			6	1,5	1		
CART PATH RENOVATION	100% ¹¹			50,000			50,000			6	1,5	1		
KITCHEN EQUIPMENT REPLACEMENT	100% ¹¹			20,000			20,000			6	1,5	1		
BAR RENOVATION	100% ¹¹			5,000				5,000		6	1,5	1		
TEE RENOVATIONS	100% ¹¹			75,000				40,000	35,000	6	1,5	1		
Airport Fund (420)														
AIRPORT				Cost	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	A	B	C	D	E
OPERATIONS AND WELCOME CENTER BUILDING	36.4% ¹¹	12.2%Econ	42.3% ⁶ , 9.1% ⁷	3,845,000	3,845,000					4	3,4			
ACCESS DRIVEWAY	100% ¹¹			75,000	75,000						3			
HANGAR B RENOVATIONS	100% ¹¹			150,000	150,000					6				
WELCOME CENTER-PUBLIC AREA	100% ¹¹			300,000		300,000				6				
REHAB RUNWAY 4-22 PAVEMENT	5% ¹¹		5% ⁶ , 90% ⁷	2,200,000		200,000	2,000,000				3			
FUEL FARM NORTH AREA	20% ¹¹		80% ⁶	400,000			75,000	325,000		6	3			
NORTH TERMINAL APRON REHAB	20% ¹¹		80% ⁶	525,000				75,000	450,000	6	3			
T-HANGARS/BULK HANGARS NORTH AREA	20% ¹¹		80% ⁶	1,400,000				500,000	900,000	6	3			

1. County 5. FIND 9. Impact Fees 13. FBIP
 2. FRDAP 6. FDOT 10. Assessments 14. Fines
 3. State 7. FAA 11. Enterprise 15. Unclaim Prop
 4. Federal 8. Loan 12. Utility Bond

**City of Fernandina Beach
Five Year Capital Plan**

Priority A: 1. Capital Improvements needed to protect public health and safety. 2. Capital Improvements needed to fulfill a State or Federal mandate. 3. Capital Improvements needed to fulfill a legal or regulatory requirement. 4. Capital improvements needed to complete an ongoing project. 5. Capital improvements that are shovel ready (funding, permits, etc. are in place). 6. Capital improvements needed to correct existing deficiencies or maintenance issues.					Priority C: 1. Capital Improvements that will increase efficient use of existing public facilities where the economic benefit that results from the improvement exceeds the economic cost of making the improvement. 2. Capital Improvements that will promote redevelopment and/or infill development.									
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Project Title / Justification	Funding Source			Cost	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	Priorities (Per Comp Plan Policy 8.01.02)				
	Gen Fund		*Other							A	B	C	D	E
CONSTRUCT CORP HANGAR AND APRON	20% ¹¹		80% ⁶	1,875,000					1,875,000		3,4			
AIRPORT/JAMESTOWN RD INTERSECTION IMPROVEMENTS	20% ¹¹		80% ⁶	500,000					500,000		4	1		
Utilities-Wastewater Fund (450)														
	Enterprise		*Other											
SYSTEM LATERALS	100% ¹¹			100,000	20,000	20,000	20,000	20,000	20,000	1,4,5,6	5	1		
LIFT STATION UPGRADES	100% ¹¹			250,000	50,000	50,000	50,000	50,000	50,000	1,4,5,6	4,5	1,2		
GRAVITY RELINE	100% ¹¹			1,250,000	250,000	250,000	250,000	250,000	250,000	1,4,5,6	1,4,5	1,2		
PLANT AUTOMATION	100% ¹¹			100,000	20,000	20,000	20,000	20,000	20,000	1,2,3,4,5	1,5	1		1
SOLAR POWER SYSTEMS	100% ¹¹			200,000	100,000	100,000				6	1,5			
MAN HOLE REHABILITATION	100% ¹¹			250,000	50,000	50,000	50,000	50,000	50,000	1,4,5,6	1,4,5	1		
SEWER EXPANSION	100% ¹¹			250,000	50,000	50,000	50,000	50,000	50,000	1,4,5,6	4,5	1,2		1
TRUCKS (3)	100% ¹¹			175,000	175,000						1,5			
SKID STEER & TRAILER	100% ¹¹			75,000	75,000						1,5			
AUTOCRANES 5005EH	100% ¹¹			40,000	40,000						1,5			
BYPASS PUMP	100% ¹¹			55,000	55,000					1,2,3,6	1,5			
ANOXIC ZONE MIXER	100% ¹¹			25,000	25,000					1,2,3,6	1,5	1		
CLAIFIER A UPGRADES	100% ¹¹			50,000	50,000					1,2,3,6	1,5	1		

1. County 5. FIND 9. Impact Fees 13. FBIP
 2. FRDAP 6. FDOT 10. Assessments 14. Fines
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WORK PROGRAM ONLINE - AIRPORT CAPITAL IMPROVEMENT PLAN SUMMARY

Airport: Fernandina Beach Municipal Airport**Local ID:** FHB**NPIAS No.:** 12-0022**Sponsor:** City of Fernandina Beach**Sponsor ID:** FHB**Site No.:** 03186.*A

Project Description:		Priority		Sponsor	Sponsor Year	Sponsor Requested Funding Breakdown		
		FAA				Federal	State	Local
AWOS III (P/T)								
UPIN:	PFL0011885	FDOT Item No.:	45		2018	\$150,000	\$120,000	\$30,000
Yearly Total	2018					\$150,000	\$120,000	\$30,000
Fuel Farm								
UPIN:	PFL0004327	FDOT Item No.:	438035 1	19	18-01	2019	\$0	\$320,000
							\$80,000	\$400,000
Rehabilitate Taxiway A, C and D Pavement and Stormwater Drainage (Phase 1)								
UPIN:	PFL0008716	FDOT Item No.:	44		2019	\$36,000	\$2,000	\$2,000
								\$40,000
Runway 4-22 Pavement Rehabilitation								
UPIN:	PFL0011943	FDOT Item No.:	70		2019	\$99,000	\$5,500	\$5,500
								\$110,000
Runway 4-22 Lighting Rehabilitation								
UPIN:	PFL0012207	FDOT Item No.:	70		2019	\$45,000	\$2,500	\$2,500
								\$50,000
Yearly Total	2019					\$180,000	\$330,000	\$90,000
								\$600,000
Install T-Hangars								
UPIN:	PFL0004309	FDOT Item No.:	434909 1	0	19-01	2020	\$0	\$400,000
							\$100,000	\$500,000
Rehabilitate Taxiway A, C and D Pavement and Stormwater Drainage (Phase 1)								
UPIN:	PFL0008716	FDOT Item No.:	44		2020	\$504,000	\$28,000	\$28,000
								\$560,000
Runway 4-22 Pavement Rehabilitation								
UPIN:	PFL0011943	FDOT Item No.:	70		2020	\$1,174,500	\$65,250	\$65,250
								\$1,305,000
Runway 4-22 Lighting Rehabilitation								
UPIN:	PFL0012207	FDOT Item No.:	70		2020	\$526,500	\$29,250	\$29,250
								\$585,000
Yearly Total	2020					\$2,205,000	\$522,500	\$222,500
								\$2,950,000
Install T-Hangars								
UPIN:	PFL0004309	FDOT Item No.:	434909 1	0	19-01	2021	\$0	\$720,000
							\$180,000	\$900,000

Obstacle Removal and Purchase RWY 22 RPZ / Approach

UPIN: PFL0005724	FDOT Item No.:	93	2021	\$500,000	\$75,000	\$75,000	\$650,000
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Transient (Main) Aircraft Parking Apron Rehabilitation

UPIN: PFL0010451	FDOT Item No.:	436769 1	60	2021	\$72,000	\$4,000	\$4,000	\$80,000
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Yearly Total	2021				\$572,000	\$799,000	\$259,000	\$1,630,000
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Bulk Hangars in North Area

UPIN: PFL0007380	FDOT Item No.:	440024 1	32	22-1	2022	\$0	\$1,500,000	\$375,000	\$1,875,000
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Transient (Main) Aircraft Parking Apron Rehabilitation

UPIN: PFL0010451	FDOT Item No.:	436769 1	60	2022	\$1,053,000	\$58,500	\$58,500	\$1,170,000
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Taxiway E Edge Lighting (New)

UPIN: PFL0011884	FDOT Item No.:		45	2022	\$400,000	\$150,000	\$50,000	\$600,000
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Yearly Total	2022				\$1,453,000	\$1,708,500	\$483,500	\$3,645,000
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Rehabilitate Pavement and Storm Drainage for Taxiways A, B, C, and D (Phase 2)

UPIN: PFL0008886	FDOT Item No.:		66	2023	\$950,000	\$55,000	\$55,000	\$1,060,000
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Wildlife Hazard Management Assessment Plan

UPIN: PFL0012079	FDOT Item No.:		66	2023	\$90,000	\$5,000	\$5,000	\$100,000
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Yearly Total	2023				\$1,040,000	\$60,000	\$60,000	\$1,160,000
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Environmental Assessment of Runway 4-22 Extension

UPIN: 55J60	FDOT Item No.:		66	2024	\$150,000	\$100,000	\$50,000	\$300,000
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Taxiway D Extension and Remote Parking Apron

UPIN: PFL0002697	FDOT Item No.:		44	2024	\$150,000	\$650,000	\$200,000	\$1,000,000
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Row Hangars in East Area

UPIN: PFL0007385	FDOT Item No.:		32	24-01	2024	\$0	\$400,000	\$100,000	\$500,000
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Yearly Total	2024				\$300,000	\$1,150,000	\$350,000	\$1,800,000
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Runway 4-22 Extension

UPIN: 55J61	FDOT Item No.:		48	2025	\$1,950,000	\$1,000,000	\$100,000	\$3,050,000
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Acquire ARFF Vehicle

UPIN: PFL0006517	FDOT Item No.:		49	2025	\$0	\$400,000	\$100,000	\$500,000
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Yearly Total		2025			\$1,950,000	\$1,400,000	\$200,000	\$3,550,000
East Area Access Road - Jamestown and Lynndale Roads								
UPIN:	PFL0005784	FDOT Item No.:	22	2026	\$0	\$800,000	\$200,000	\$1,000,000
Construct ARFF Building								
UPIN:	PFL0006467	FDOT Item No.:	32	2026	\$0	\$800,000	\$200,000	\$1,000,000
Yearly Total		2026			\$0	\$1,600,000	\$400,000	\$2,000,000



MEMORANDUM

TO: AIRPORT ADVISORY COMMISSION

FROM: AIRPORT MANAGER

DATE: February 8, 2018

RE: MONTHLY REPORT

- Airport terminal construction continued through the month of January. During the week of February 5, 2018, the steel package will be delivered and installed on the second story of the building and the overall structure of the building will begin to resemble the final design. Additionally, change orders for facility improvements, to be funded by Eight Flags Aviation, have been finalized and will be presented to the City Commission in early March. Furthermore, in coordination with the City Finance Department, it was noted that a budget amendment to the expense line in the City's budget for completion of the terminal building would require an amendment. When the FY17/18 budget was adopted, it was estimated that \$3.845M would be needed in the fiscal year to complete the project. Following the booking of expenses at the end of FY16/17, the remaining project costs are projected to be at or about \$4.164M, and not \$3.845M, which would necessitate the amendment, which will be presented to the City Commission during its February 20th meeting for consideration/approval. A buffer of roughly \$30,000 has been included with this amendment, therefore leading to a request for amendment of this expense line to be \$4,195,000. The funding plan with use of grant and airport funds for completion of the facility remains unchanged.
- A temporary trailer will be procured and placed adjacent to the fence-line on the north-side of the transient aircraft parking apron, southeast of the rotating beacon, on/about March 1, 2018. This temporary trailer will provide office space for Eight Flags Aviation to provide FBO services beginning on April 1, 2018 until occupancy of the new terminal building can be accomplished.
- Following last month's AAC meeting, I received a revised estimate to lower the cost of providing a data connection repair for the AWOS which would also be compatible in the project to replace the AWOS under an FAA grant. Considering the cost of repair, roughly

\$5,000, and the reduction value in the AWOS replacement project it seemed reasonable and valuable to authorize repair of the AWOS, which I did. The data connection is up and running, and should continue to operate until completion of a project to replace the system under an FAA grant.

Airport staff had a successful site-visit with Passero in January to review requirements for a project to replace the AWOS. Our site visit indicated that the existing infrastructure (tower, concrete pad, mounting racks) are in sufficient condition meet the life span of a new system. Passero is working toward building a project scope for replacement of the AWOS system under an FAA grant in 2018, as discussed. I am preparing a budget amendment and a request to revise the airport's capital improvement plan to present to the City Commission in preparation for this project. Within this presentation, I plan to request addition of the AWOS replacement project, under an FAA grant, to be executed in this fiscal year and will also request that funds allocated to this fiscal year for maintenance repairs to Hangar B, in the amount of \$150,000, will be pushed back to the next fiscal year due to workload limitations.

- I am awaiting further news or updates from our flight procedures office regarding the process to develop a GPS procedure to Runway 4. I will provide updates when available.
- The airport's livestream camera had previously gone live and was placed on the Airport's website, however the camera seems to reset itself on a recurring basis which creates an outage of the video online. Additionally, a more permanent home for the camera was contemplated as the temporary location, the airport management trailer, will be unavailable following completion of the terminal building construction. The City's IT Department has installed a permanent mounting location along the airport perimeter fence adjacent to the airport management trailer, where the camera will be placed permanently. Once the IT Department resolves the issue with the camera resetting itself, the livestream will come back online on the City's website.
- The agreement for appraisal services from Slack, Johnston, and Magenheimer Inc. for completion of a market rate analysis at the airport was executed on January 28th. Slack, Johnston, and Magenheimer conducted a site visit with Airport Staff on January 31st to look at hangar facilities and airport property. Following this site visit, the agency will work to develop a draft report. Once the report is available, I will schedule an agenda item to review the report with the AAC. I will also plan to ask the AAC about the potential for scheduling a special meeting to review the report to share the information with our local tenants and take comment/questions regarding the report.
- Airport staff continues to work with the City's grant coordinator, Lorelei Jacobs, for submission of a grant in support of playground development at the airport. Once the submission is finalized, it will be presented to the City Commission for consideration prior to submittal.
- Airport staff has developed a draft agreement for issuance of insurance funds from the FBO facility damages incurred during Hurricane Irma and the subsequent rain storm. The

intent of this agreement will propose that McGill Aviation be reimbursed for protective tarping measures applied to the building with the remainder of insurance funds from two separate claims to be issued to the City of Fernandina Beach. Once insurance funds have been collected, and after the expiration of the existing lease with McGill Aviation, I will plan the disposition of this facility based on my recent discussions with the Airport Advisory Commission.

- The annual FDOT airport inspection was conducted with airport staff on February 7th, 2018. I will provide results to the group once the inspection is completed and a report is generated.
- A planning committee was established to begin planning an Airport Open House and Ribbon Cutting event for the new airport terminal building. The committee will meet for the first time on February 12th at 5:50 PM in the City Commission Chambers. Updates will be provided to the AAC following this meeting, and as planning progresses.