



**AGENDA
AIRPORT ADVISORY COMMISSION
REGULAR MEETING
DECEMBER 9, 2021
6:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF MINUTES**
 - 4.1 Approval of October 14, 2021 Regular Airport Advisory Commission Meeting Minutes
- 5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 6. OLD BUSINESS**
 - 6.1 Monthly Airport Financial Report
 - 6.2 Hangar Development Project Update
- 7. NEW BUSINESS**
 - 7.1 Bonhams & Butterfields Auctioneer Corporation 3-Year Property Use Agreement Review
 - 7.2 Driving Dynamics Facility Use Agreement Review
- 8. AIRPORT DIRECTOR AND STAFF REPORTS**
 - 8.1 Monthly Airport Director Report
- 9. COMMISSION MEMBER REPORTS/COMMENTS**
- 10. NEXT MEETING DATE**
- 11. 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 Director.

1. **Call to Order:** Chairperson Geib called the meeting to order at 6:00 pm.
2. **Members Present:** Doug Geib, Frank Mayer, Chuck Colcord, Prudence Hostetter, Don Edlin, Hugh Giggy, Tom Piscitello, Nathan Coyle (Airport Manager), Robert Kozakoff and Dave Broughton (Staff Assistants)
Members Absent:

Others Present: Commissioner Ross, James Harkins, and John Bray.

3. **Pledge of Allegiance**
4. **September 9, 2021 Regular AAC Meeting – Approval of Minutes:** The September 9, 2021 AAC Regular Meeting Minutes were presented for consideration of the AAC.
5. **A motion was made by member Edlin, seconded by member Hostetter to approve the September 9, 2021 AAC Regular Meeting Minutes. A vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**
6. **Public Comment Regarding Items Not On The Agenda:**

6.1. John Bray, 3701 1ST Ave, Fernandina Beach. Mr. Bray stated that he still feels plagued by the flying schools. He observed on October 7th that there were five airplanes in the pattern. He wanted to know if the number of approaches can be limited. Airport Manager Coyle stated that the guidelines are voluntary and not mandatory. Member Geib stated that the new Noise Abatement guidelines are being communicated to the users. Mr. Bray also stated that the Airport Live Webcam is still out of service, and. Airport Manager Coyle advised that it is temporarily out of service due to paint work being conducted on the outdoor observation of the terminal facility where the camera is mounted.

6.2. James Harkins, 1942 Springbrook Rd, Fernandina Beach. Mr. Harkins stated that he appreciated the work that the airport has and is doing to help with Noise Abatement, but that he still concerned about the noise. He has observed that the traffic appears to be growing and that he feels the effect from 0830AM until dusk.

7. **Old Business:**

7.1 **Monthly Financial Update**

Airport Manager Coyle presented the monthly financial update and stated that there was nothing noteworthy to provide to the group. Mr. Coyle stated that the revenue over expense provided on the financial report was a snapshot in time but provide an early indication of the end of fiscal year financial position of the airport enterprise.

8. **New Business:**

8.1 **World Skydiving Drop Zone Permit Review**

Airport Manager Coyle stated that the processing of a draft drop zone permit would be delayed as Mr. Coyle received notice from the FAA that the existing operator, Amelia Skydive, intends to file a PART 13 complaint. Member Edlin stated that the AAC should still discuss the draft. Manager

Coyle then briefed on the main points of the draft drop zone permit. There were several comments and discussions about the intent and possible outcome of the complaint. Member Giggy stated that he believes that if there is more than one skydive operator, there should be an agreement between the operators and Member Piscitello stated that a standard operating procedure (SOP) SOP should be required.

9. AIRPORT DIRECTOR AND STAFF REPORTS

9.1 Monthly Airport Director Report

- Manager Coyle briefed that the “RUN THE RUNWAY 5k” would be held at the airport on Saturday October 9, 2021.
- Mr. Coyle reported that site work for the T-Hangar construction project could tentatively begin in November with an anticipate delivery date for steel of mid-February 2022.
- Mr. Coyle stated that on Saturday December 11th the Airport is planning a “FOOD TRUCK EVENT” from 1100AM to 200PM. On the same day the YOUNG EAGLES are planning an event. Member Giggy asked as to the date of the proposed “Light up the Sky Balloon Event”. Manager Coyle stated that it is planned for some time in Spring of 2022.
- Mr. Coyle stated that the Pre-Application Grant for the construction phase of the transient aircraft parking apron has been submitted to the FAA.
- Mr. Coyle stated that the public/airport fire station project was re-bid with a bid opening date to occur in November.
- Member Colcord asked if there were any known changes with the uses of Airport property for the upcoming 2022 Concours d’Elegance events. Manager Coyle stated that, at this time, there are no known changes to events to occur in 2022.

10. Commission Member Reports/Comments – No discussion.

11. Next Meeting Date: TBD

12. Adjournment: There being no further business to come before the Airport Advisory Commission, the meeting was adjourned at 6:52p.m.

Secretary

Doug Geib, Chairperson

AIRPORT 420**AIRPORT
420**

	BUDGET 2021-2022	YTD	Percentage
REVENUES			
33120 FEMA GRANT	-	0.00	100.0%
33220 FAA GRANT	365,125	6,630.00	1.8%
33323 FDOT GRANT	627,326	0.01	0.0%
33420 FEMA STATE GRANT	-	0.00	0.0%
34704 RENTALS NON-TAXABLE	-	16.00	100.0%
34720 RENTALS	-	1,511.24	100.0%
34970 FUEL SALES	24,800	5,138.40	20.7%
34971 LEASE PAYMENTS - LAND LEASE	52,372	12,736.54	24.3%
34973 LAND LEASE - AMELIA RIVER	205,960	33,234.31	16.1%
34974 LAND LEASE PAYMENTS - NON-TAXABLE	66,571	9,075.32	13.6%
34975 RENT/LEASE PAYMENTS - City Built	350,000	57,303.65	16.4%
34976 8 FLAGS RENT (TAXABLE)	64,080	21,790.68	18.6%
34978 8 FLAGS RENT - NON-TAXABLE	56,712	677.44	
34979 TRANSIENT REVENUE	-	6.00	100.0%
36110 INTEREST		432.94	100.0%
36420 INSURANCE PROCEEDS		0.00	
36800 CAPITAL CONTRIBUTION		0.00	
38410 LOAN PROCEEDS	3,991,000	0.00	
36990 OTHER REVENUE	69,100	1,268.04	1.8%
36991 PARKING REVENUE	2,004	0.00	0.0%
36995 LATE FEES	-	1,102.91	0.0%
36992 GAIN ON SALE OF ASSETS		0.00	100.0%
38101 TRANSFERS IN GENERAL FUND		0.00	
38101 FROM GENERAL FUND FOR FIRE STATION	275,000	45,830.00	16.7%
38910 CASH BALANCE FORWARD	693,302		
Revenue Total	<u>6,843,352</u>	<u>196,753.48</u>	2.9%

AIRPORT 420

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	BUDGET 2021-2022	YTD	Percentage
PERSONNEL SERVICES			
51200 SALARIES	139,064	17,052.39	12.26%
51300 TEMPORARY	-	0.00	
51350 PART TIME	15,080	1,967.18	13.04%
51400 OVERTIME	-	0.00	
52100 FICA	11,792	1,337.38	11.34%
52200 RETIREMENT	29,259	3,587.84	12.26%
52300 HEALTH	28,573	4,680.82	16.38%
52301 LIFE	768	130.66	17.01%
52350 OPEB COSTS	1,756	306.65	17.46%
52400 WORKERS' COMP	1,521	251.00	16.50%
52500 UNEMPLOYMENT			
TOTAL	227,813	29,313.92	12.87%
OPERATING EXPENSES			
53100 PROFESSIONAL SERVICES	25,000	4,845.00	19.38%
53200 AUDIT	7,371	1,231.00	16.70%
53400 CONTRACTUAL	56,618	8,909.33	15.74%
53900 AUTO ALLOWANCE		0.00	
53910 HOUSING ALLOWANCE	-	0.00	
54000 TRAINING/TRAVEL	3,210	0.00	0.00%
54100 COMMUNICATIONS	2,988	0.00	0.00%
54101 COMMUNICATIONS - CELL	2,000	101.92	5.10%
54103 COMMUNICATIONS - INTERNET	5,922	371.00	6.26%
54200 POSTAGE	100	0.00	0.00%
54300 UTILITIES - ELECTRIC	34,500	1,404.48	4.07%
54310 UTILITIES - WATER & SEWER	12,200	650.93	5.34%
54500 INSURANCE	66,499	11,069.00	16.65%
54610 R/M GROUNDS	222,500	9,909.58	4.45%
54620 R/M EQUIPMENT	1,500	0.00	0.00%
54630 R/M VEHICLES-LABOR	6,000	0.00	0.00%
54640 R/M VEHICLES-MATERIALS	8,000	5.00	0.06%
54700 PRINTING	650	0.00	0.00%
54800 PROMOTIONAL	750	94.97	12.66%
54902 BAD DEBT EXPENSE		0.00	
54910 BILLING COST	7,300	1,220.00	16.71%
55100 OFFICE SUPPLIES	2,300	10.00	0.43%
55200 OPERATING SUPPLIES	1,115	61.26	5.49%
55210 UNIFORMS	400	124.00	31.00%
55230 FUEL	11,000	1,484.44	13.49%

AIRPORT 420

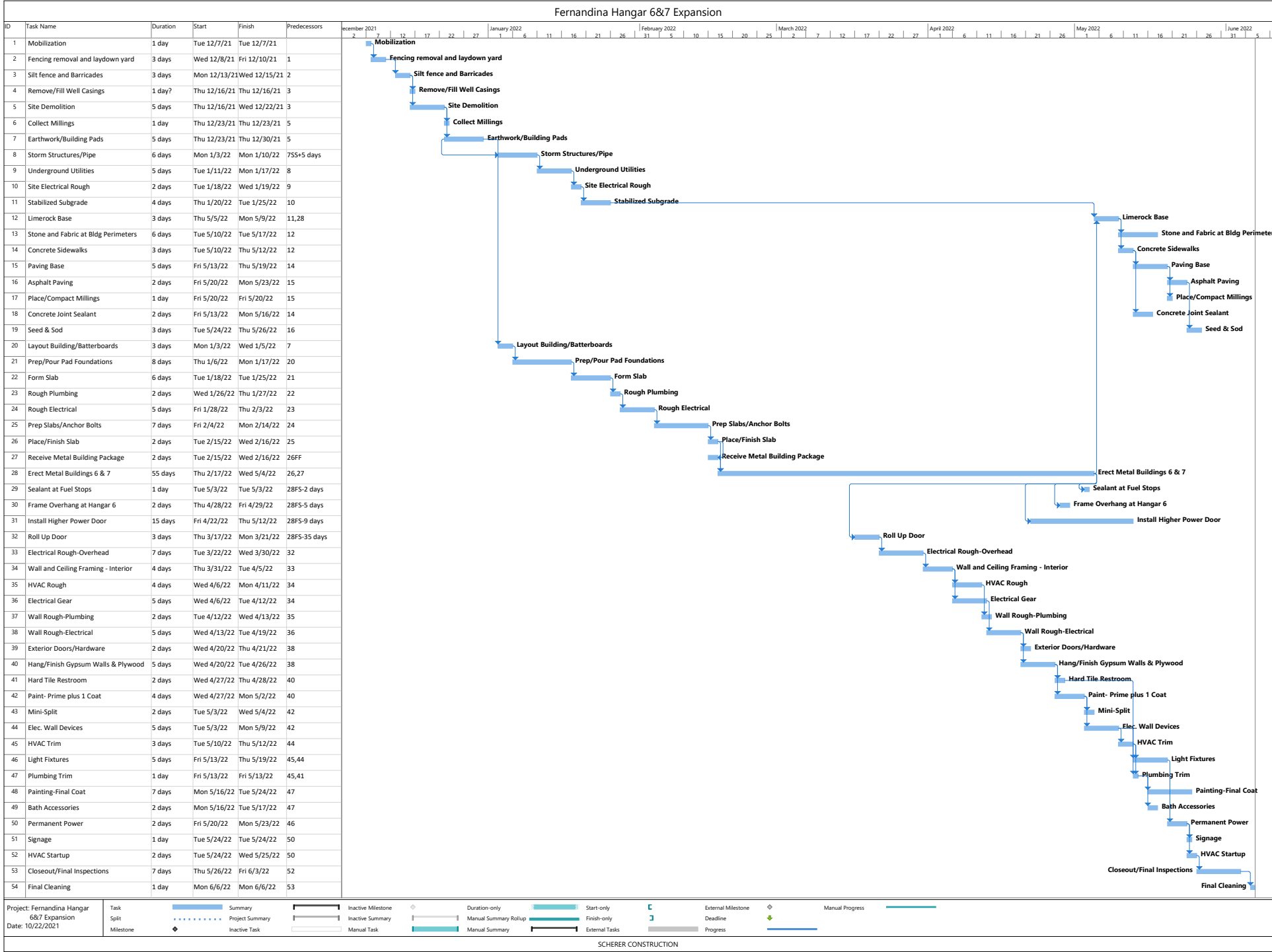
AIRPORT 420

	BUDGET 2021-2022	YTD	Percentage
55400 BOOKS/SUBS/DUES	525	330.00	62.86%
TOTAL	478,448	41,821.91	8.74%
CAPITAL OUTLAY			
56200 BUILDINGS	-	0.0	
56300 IMPROVEMENTS	5,723,441	8,943.1	0.16%
56400 MACH./EQUIP.	-	0.0	
56401 MACH./EQUIP. Non-CAP	1,000	0.0	0.00%
TOTAL	5,724,441	8,943.1	0.16%
57000 SETTLEMENT EXP		0.0	
57100 PRINCIPAL	204,000	0.0	
57200 INTEREST	135,952	0.0	
57300 FINANCING COSTS	50,000	0.0	
TOTAL	389,952	0.0	
Reserve	22,698		
Expense Total	6,843,352	80,078.9	1.17%

Revenue YTD: \$196,753.48

Expense YTD: \$80,078.93

Note: YTD General Fund Transfer for Fire Station Debt is \$45,830. If removed from consideration, remaining airport revenue less expense YTD is \$70,844.55.



CITY OF FERNANDINA BEACH FACILITIES USE AGREEMENT

This FACILITIES USE AGREEMENT (herein after called the AGREEMENT) is made and entered into this _____ day of _____, 2022, by and between the CITY OF FERNANDINA BEACH, a Florida municipal corporation, whose address is 204 Ash Street, Fernandina Beach, FL 32034 (herein called "CITY"), and **Bonhams & Butterfields Auctioneer Corporation** whose address is **580 Madison Avenue, New York, New York 10022** (herein called "USER").

WHEREAS, CITY owns, controls and operates that certain public facility known as the Fernandina Beach Municipal Airport (herein called "FACILITY"); and

WHEREAS, USER has expressed a desire to use said FACILITY to park vehicles on airport property within the parking area at the approach end of Runway 27 in conjunction with the Concours d'Elegance events in March of 2022, March of 2023, and March of 2024. For 2022, the dates of use will be March 2 and 3. Event Dates for use of FACILITY in 2023 and 2024 shall be requested and approved in writing by CITY prior to March 1 of 2023 and March 1 of 2024.

NOW, THEREFORE, the parties agree as follows:

1. USER shall be permitted to use the FACILITY described above for the purpose of parking vehicles within the prescribed area east of the approach end of Runway 27 on March 2 and March 3, 2022. In March 2023 and March of 2024, USER shall coordinate and receive approval from CITY in writing for requested dates of use for the FACILITY prior to March 1 of each event year.
2. USER will set up and use the FACILITY on a continuous basis during the periods described above on the grass area East of the approach end of Runway 27 as shown on sketch at Exhibit 1 to this agreement.
3. USER shall pay CITY the sum of \$9,700.00, plus any applicable sales tax (currently 6.5%), for use of FACILITY for March 2 and 3, 2022, payable with returning this signed AGREEMENT.

3.1 The rental rate defined in Section 3 shall be increased by three (3) percent each year for event years 2023 and 2024, and the adjusted rate of \$9,991.00, plus any applicable sales tax, in 2023 and \$10,290.73, plus any applicable sales tax, in 2024 will be due and payable 60 calendar days prior to the authorized Event Dates in each year. If USER cancels the Event or this AGREEMENT prior to 60 days before each Event date, USER will pay 50% of the full payment amount for that event year. If USER cancels the Event or this AGREEMENT within 60 to 0 days prior to the Event date for that event year, CITY shall be entitled to retain the full payment amount for that event year.

4. As condition to USER's right to use the facilities herein, USER agrees to and shall comply with the following:
 - a. USER shall not exclude any person from its services because of race, sex, age, religion, disability, national origin or other prohibited discrimination.
 - b. USER shall have competent, responsible, and able supervision on the premises at all times that its service is operational.
 - c. USER shall not interfere with emergency operations of CITY or other authorized users of the FACILITY.

- d. USER shall keep premises in a clean and sanitary condition and be responsible for cleanup on a daily basis and removal of temporary structures at the site upon completion of the event and returning property to same condition as when received.
 - e. CITY shall have the right, acting through its agents or employees, to enter upon the premise at reasonable hours and times for the purpose of making inspections.
 - f. USER will obtain all required Federal, State, County and City permits including any applicable fees.
 - g. USER shall not undertake any alterations or changes in the construction of the facility premises, without prior written consent of CITY.
 - h. USER agrees to assume liability for and indemnify, hold harmless, and defend the CITY, its commissioners, mayor, officers, employees, agents, and attorneys of, from, and against all liability and expense, including reasonable attorney's fees, in connection with any and all claims, demands, damages, actions, causes of action, and suits in equity of whatever kind or nature, including claims for personal injury, property damage, equitable relief, or loss of use, arising directly or indirectly out of or in connection with any negligent and/or deliberate act or omission of USER, its officers, employees, agents, and representatives. USER's liability hereunder shall include all attorney's fees and costs incurred by the CITY in the enforcement of this indemnification provision. This includes claims made by the employees of USER against the CITY and USER hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes. The obligations contained in this provision shall survive termination of this Agreement and shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement. Nothing contained in the foregoing indemnification shall be construed to be a waiver of any immunity or limitation of liability the CITY may have under the doctrine of sovereign immunity or Section 768.28, Florida Statutes.
 - i. USER shall not rent, sublet, or assign space in the FACILITY premises without the prior written consent of CITY.
 - j. USER has priority over the portion of the FACILITY as described during the time agreed upon in this AGREEMENT and can use specified areas during the time of this AGREEMENT.
 - k. CITY reserves the right to cancel this AGREEMENT at any time, without cause, by giving USER 30 days notice of such cancellation.
 - l. USER shall maintain liability insurance, in amounts as deemed necessary and appropriate by the City Attorney, show the CITY as additional insured thereon, and shall provide proof of it to CITY, upon commencement of this AGREEMENT, and thereafter, as required by CITY. USER will provide insurance on all their equipment being used in the FACILITY.
 - m. USER shall, at all times, abide by Federal, State, and local laws, in the operation of its programs or services at the FACILITY. Sale and/or consumption of alcohol not allowed on Airport property unless properly permitted by the City.
 - n. Force Majeure. Neither USER nor CITY be liable for any delay or failure to perform (including without limitation our postponement of any auction) caused by acts of God, governmental actions, labor or social unrest, riots, strikes, act of war or terrorism, outbreaks of disease or pandemics, power failures, or other causes beyond your or our reasonable control.
 - o. USER shall, at all times, enforce and follow current Centers for Disease Control and Prevention (CDC), local, State, and Federal COVID-19 policies and guidelines and physical distancing practices during execution of this event.
5. Term of Agreement: The term of the AGREEMENT is as noted in paragraphs 1 and 2 above, unless terminated sooner.
6. The addresses for giving notices are as follows:

USER: Bonhams & Butterfields Auctioneer Corp
580 Madison Avenue

CITY: City of Fernandina Beach
204 Ash Street

New York, New York 10022
ATTN: CHRISTI OSBORNE

Fernandina Beach, FL 32034
Attn: City Manager

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this day and year first above written.

USER: **Bonhams & Butterfields Auctioneer Corp**
580 Madison Avenue
New York, New York 10022

CITY OF FERNANDINA BEACH

By: _____
Christi Osborne
Its: Vice President of Operations

By: _____
Dale L. Martin
Its: City Manager

By: _____
Caroline Best
Its: City Clerk

WITNESS:

APPROVED AS TO FORM AND LEGALITY:

Print Name: _____

Tammi E. Bach
Its: City Attorney

1. BAILEY ROAD
(NORTH) PARKING

4. ASSEMBLY AREA
(OUTSIDE SECURITY FENCE)

2. RUNWAY 9-27
(EAST) PARKING

3. JAMESTOWN ROAD
(TRAILER) PARKING

BONHAMS AUCTION
(APPROX. LOCATION)

LEGEND

RUNWAY PROTECTION ZONE (RPZ)	— RPZ —
RUNWAY SAFETY AREA (RSA)	— RSA —
RUNWAY OBJECT FREE AREA (ROFA)	— ROFA —
TAXIWAY SAFETY AREA (TSA)	— TSA —
TAXIWAY OBJECT FREE AREA (TOFA)	— TOFA —
BARRICADES (BARRICADE, FENCING, SIMILAR)	
FLAGMAN/SAFETY/SECURITY	
TEMPORARY RUNWAY CLOSURE MARKERS	

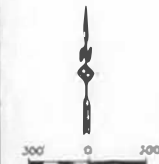
NOTES

1. PARKING AREAS SHALL NOT CREATE ANY OBSTRUCTIONS TO FAR PART 77 SURFACES.
2. EVENT OPERATOR SHALL BE REQUIRED TO PLACE BARRICADES & SECURITY STAFFING WHERE EVENT OPERATION BORDERS AIRPORT OPERATIONAL AREAS.
3. SAFETY AND SECURITY STAFFING SHALL BE RESPONSIBLE IN REDIRECTING AND REGULATING PEDESTRIAN & AUTOMOBILE MOVEMENT AWAY FROM ACTIVE RUNWAYS, TAXIWAYS, AND ALL SAFETY AREAS. PEDESTRIANS WILL NOT BE PERMITTED AT ANYTIME TO CROSS ACTIVE RUNWAYS, RUNWAY SAFETY AREAS, AND ANY AIRCRAFT MOVEMENT AREAS.

PA

PASSERO ASSOCIATES

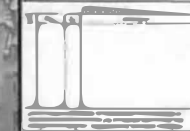
Engineering & Construction



Property Owner:
City of Fernandina Beach
Fernandina Beach Municipal Airport
700 Airport Road
Fernandina Beach, Florida 32034

Project Name:
2018 Parking Plan

Passero Associates
10000 Main Street, Suite 100
Jacksonville, Florida 32216
Phone: 904.241.1111
Fax: 904.241.1112
Email: info@passeroassociates.com
Website: www.passeroassociates.com



AREAS

Amelia Island Vintage
Gran Prix

Project Name: Amelia Island Vintage Gran Prix

Project Number: 99047.0066P1

Scale: 1" = 100'

Date: 1/1/2018

2018 Parking Plan

CITY OF FERNANDINA BEACH FACILITIES USE AGREEMENT

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WHEREAS, CITY owns, controls and operates that certain public facility known as the Fernandina Beach Municipal Airport (herein called "FACILITY"); and

WHEREAS, USER has expressed a desire to use said FACILITY to host an Advanced Corporate Safe Driving Program.

NOW, THEREFORE, the parties agree as follows:

1. USER shall be permitted to use the FACILITY described above for the purpose of hosting an Advanced Corporate Safe Driving Program.
2. USER will set up and use the FACILITY on a continuous basis during this period on **Closed Runway 18/36 on Thursday / February 28, 2022 & Monday / March 1, 2022**.
3. USER shall pay CITY the sum of \$1,000.00 for use of FACILITY during the period designated, payable with returning this signed AGREEMENT.
4. As condition to USER's right to use the facilities herein, USER agrees to and shall comply with the following:
 - a. USER shall not exclude any person from its services because of race, sex, age, religion, disability, national origin or other prohibited discrimination.
 - b. USER shall have competent, responsible, and able supervision on the premises at all times that its service is operational.
 - c. USER shall not interfere with emergency operations of CITY or other authorized users of the FACILITY.
 - d. USER shall keep premises in a clean and sanitary condition, and be responsible for cleanup on a daily basis and removal of temporary structures at the site upon completion of the event and returning property to same condition as when received.
 - e. CITY shall have the right, acting through its agents or employees, to enter upon the premise at reasonable hours and times for the purpose of making inspections.
 - f. USER will obtain all required Federal, State, County and City permits including any applicable fees.
 - g. USER shall not undertake any alterations or changes in the construction of the facility premises, without prior written consent of CITY.
 - h. USER agrees to assume liability for and indemnify, hold harmless, and defend the CITY, its commissioners, mayor, officers, employees, agents, and attorneys of, from, and against all liability and expense, including reasonable attorney's fees, in connection with any and all claims, demands, damages, actions, causes of action, and suits in equity of whatever kind or nature, including claims for personal injury, property damage, equitable relief, or loss of use, arising directly or indirectly out of or in connection with any negligent and/or deliberate act or omission of USER, its officers, employees, agents, and representatives. USER's liability hereunder shall include all attorney's fees and costs incurred by the CITY in the enforcement of

this indemnification provision. This includes claims made by the employees of USER against the CITY and USER hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes. The obligations contained in this provision shall survive termination of this Agreement and shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement. Nothing contained in the foregoing indemnification shall be construed to be a waiver of any immunity or limitation of liability the CITY may have under the doctrine of sovereign immunity or Section 768.28, Florida Statutes.

- i. USER shall not rent, sublet, or assign space in the FACILITY premises without the prior written consent of CITY.
- j. USER has priority over the portion of the FACILITY as described during the time agreed upon in this AGREEMENT, and can use specified areas during the time of this AGREEMENT.
- k. CITY reserves the right to cancel this AGREEMENT at any time, without cause, by giving USER 30 days notice of such cancellation.
- l. USER shall maintain liability insurance, in amounts as deemed necessary and appropriate by the City Attorney, show the CITY as additional insured thereon, and shall provide proof of it to CITY, upon commencement of this AGREEMENT, and thereafter, as required by CITY. USER will provide insurance on all their equipment being used in the FACILITY.
- m. USER shall, at all times, abide by Federal, State, and local laws, in the operation of its programs or services at the FACILITY. Sale and/or consumption of alcohol not allowed on Airport property unless properly permitted by the City.
- n. USER shall, at all times, enforce and follow current Centers for Disease Control and Prevention (CDC), local, State, and Federal COVID-19 policies and guidelines and physical distancing practices during execution of this event.

5. Term of Agreement: The term of the AGREEMENT is as noted in paragraphs 1 and 2 above, unless terminated sooner.

6. The addresses for giving notices are as follows:

USER: Driving Dynamics, Inc
258 Chapman Road Suite 201
Newark, DE 19702
Attn: Paula Lanouette Logistics Manager

CITY: City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034
Attn: City Manager

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this day and year first above written.

USER: Driving Dynamics, Inc

CITY OF FERNANDINA BEACH

By: Paula Lanouette
Paula Lanouette
Its: Logistics Manager

By: _____
Dale L. Martin
Its: City Manager

22-2991138
Employer ID #

By: _____
Caroline Best
Its: City Clerk

APPROVED AS TO FORM AND LEGALITY:

Tammi E. Bach
Its: City Attorney



MEMORANDUM

TO: AIRPORT ADVISORY COMMISSION

FROM: AIRPORT MANAGER

DATE: December 9, 2021

RE: MONTHLY REPORT

- On April 20th, the City Commission awarded construction of six new hangar units to Scherer Construction of North Florida. The current estimate for delivery of building materials is mid-February of 2022 and contractors intend to mobilize to begin site work in December. The estimated project completion is May of 2022.
- Design work for the project to rehabilitate the transient aircraft parking apron has commenced and will continue into the Winter. Airport staff and FBO staff met with Passero Associates to provide feedback on use/design parameters for the project. Passero is preparing a draft design for the apron, which will be shared with the AAC for review. Estimated completion of design is this Winter with a Spring invitation to bid to allow for submittal of a grant request to the FAA in the next funding cycle.
- The City of Fernandina Beach opened bids for the public/airport fire station on November 16th at 2 PM in City Hall. City staff and Passero Associates are reviewing bid submittals to prepare a recommendation for the City Commission. Presentation of this recommendation is anticipated to occur during the December 21st City Commission meeting. The bid tally of submittals for this project is attached to this report.
- A draft ground lease for the public/airport fire station has been provided to the FAA and is under review. I anticipate comments back from the FAA soon, after which the ground lease will be routed through the City Commission for approval.
- During the February 2nd City Commission meeting, the City Commission provided direction to City staff to move forward with assuming the in-house responsibility for collection and disposal of yard debris within the City limits. The City, at one time, utilized the dirt mound adjacent to Ybor Alvarez to stage yard debris, and has requested use of this property again for this purpose. A draft lease for this proposed use has been provided to the FAA for review, and the airport is awaiting a response. Estimated lease revenue for this lease is \$31,000 per year to

the airport fund. The FAA has indicated that review of such proposals/leases is taking longer than normal due to implementation of new legislation regarding use of non-aeronautical properties at airports.

- The EAA will be hosting a Young Eagles Day event on Saturday/December 11, 2021. The airport will also be hosting a Food Truck Day for the public. The public will be invited to join us at the airport on the observation deck to eat food, enjoy music, and watch the activity from the Young Eagles Day event.
- The airport received notice from the FAA/Orlando office of a pending PART 13 complaint to be filed by Amelia Skydive. This complaint has not yet been provided to the airport for review. The airport has received correspondence from Amelia Skydive with an intent to construct a permanent facility in accordance with its ground lease. The airport will establish a reasonable timeline for completion and submittal of a design, and will report back to the AAC with a proposed permanent facility site plan, when it becomes available.
- Two separate individuals are in discussion with airport staff regarding potential private hangar development on airport property. Once site plans become available, they will be shared with the AAC for review along with draft ground leases for proposed development.
- FHB Aircraft Hangars LLC (previously Southshore CRE Inc) has recently indicated its intent to design and develop additional hangars on its ground lease adjacent/West of Hangar B. This area is already leased to FHB Hangars LLC for the purpose of hangar development. Staff will work with FHB Aircraft Hangars LLC to develop a site plan, and will share the plan with the AAC when it becomes available.
- I have submitted a change to FHB's remarks within the AF/D regarding the airport's noise abatement guidelines and calm wind runway. The airport's noise abatement information on the City of Fernandina Beach website have been updated. Airport staff sent letter-copies to all airport hangar tenants with the revised noise abatement guidelines. Staff has also scheduled a visit to CRG to meet with flight schools to provide the new guidelines and answer questions from other users of the airport, which occurred on Wednesday/17 November.
- The estimated aircraft operations count from ADBS and transponder data during the month of November 2021 was 2,783 aircraft operations (take-offs and landings). Percentage of runway use during the month was as reported below:

Runway 9 – 11%
Runway 27 – 10%
Runway 4 – 36%
Runway 22 – 5%
Runway 13 – 8%
Runway 31 – 30%



Fernandina Beach Fire Station No. 2
 City of Fernandina Beach
 BID OPENING - Tuesday, November 16, 2021 @ 2pm EST
 City ITS No. 21-16
 PA Project No. 99000047.0086

BIDDER'S NAME	BASE BID lump sum	BID ALTERNATE NO. 1 lump sum	BID ALTERNATE NO. 2 lump sum	Addendum Acknowledged		5% Bid Security	
				Y	N	Y	N
SAUER CONSTRUCTION	\$5,341,124.00	\$399,504.00	\$34,227.00	X		X	
BLACKWATER CONSTRUCTION	\$4,449,217.00	\$290,000.00	\$0.00	X		X	
SCHERER CONSTRUCTION	\$5,564,213.00	\$522,111.00	\$39,742.00	X		X	
COMPASS GROUP	\$5,400,000.00	\$522,000.00	\$66,000.00	X		X	
KBT CONTRACTING	\$4,964,701.00	\$540,000.00	\$(NEGATIVE) \$-21,000.00	X		X	

Witness Signature:

Witness Name:

Wanda S. Weeks
 WANDA S. WEEKS

Witness Signature:

Witness Name:

Charles George
 Charles George