

KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

VERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



Regular meeting 2nd and 4th Thursdays each month at 6:00 p.m.

ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

MINUTES
CITY OF PALATKA WORKSHOP
PALATKA CITY COMMISSION – AIRPORT ADVISORY BOARD
July 27, 2010 – 3:00 p.m.

Proceedings of a called workshop meeting of the City Commission of the City of Palatka, Florida, held on the 27th of July, 2007.

PRESENT: Mayor Karl N. Flagg
Commissioner Mary Lawson Brown
Commissioner Allegra Kitchens
Commissioner Vernon Myers

ABSENT: Commissioner James Norwood, Jr.

Also Present: City Manager Elwin C. Boynton, Jr.; City Clerk Betsy Jordan Driggers; Finance Director Matthew Reynolds; Airport Manager John Youell, Planning & Zoning Director Debbie Banks.

Also Present were the following members of the Airport Advisory Board: Judd Neufeld, Chairman; John Browning, Wayne McClain and Melissa Miller.

A bus tour of the Airport began at Palatka Municipal Airport at 3:00 p.m. Andrew Holesko of Passero Associates, Airport Engineer, conducted and narrated the tour. The tour ended at 4:00 p.m. and the workshop resumed at 4:30 p.m. at City Hall.

CALL TO ORDER: Mayor Flagg called the workshop meeting to back order at 4:30 p.m. and read the following call, which was issued July 16, 2010:

TO MESSRS: MARY LAWSON BROWN, ALLEGRA KITCHENS, VERNON MYERS, Jr.
AND JAMES NORWOOD, Jr.:

You are hereby notified that a workshop meeting of the Palatka City Commission is called to be held on Tuesday, July 27, 2010, at the regular meeting place of the Palatka City Commission, Palatka City Hall, 201 N. 2nd Street, Palatka, Florida, to commence at 4:30 p.m.

The purpose of the meeting is to hold a joint workshop with the Airport Advisory Board and Airport Engineers concerning the Palatka Municipal Airport Master Plan Update for 2010.

A tour of the Airport will precede the workshop and begins at 3:00 p.m. at the Palatka Municipal Airport, 4015 Reid Street, Palatka, at the Airport Terminal Building.

201 N. 2ND STREET • PALATKA, FLORIDA 32177

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/s/ Karl N. Flagg
Karl N. Flagg, MAYOR

The following Commissioners acknowledged receipt of a copy of the foregoing notice of a special meeting on the 16th day of July, 2010.

/s/ Mary Lawson Brown
COMMISSIONER

/s/ Vernon Myers
COMMISSIONER

/s/ James Norwood, Jr.
COMMISSIONER

/s/ Allegra Kitchens
COMMISSIONER

AIRPORT MASTER PLAN UPDATE - Mr. Boynton said they are at 99% completion level on the update of the Airport Master Plan. They are required to hold a workshop and take public comment per FDOT requirements. This is a joint workshop being held with members of the Airport Advisory Board.

John Youell, Airport Manager, thanked the Advisory Board members for providing the extra time necessary to work with Passero Associates to put a very comprehensive plan together. This took many hours of work.

Mayor Flagg thanked the Airport Advisory Board and Commissioner Brown for the dedication of the Airport Advisory Committee, their expertise and service, and said this Board's input is valuable. Commissioner Brown thanked the City for hiring Mr. Holesko and Passero Associates as Airport Engineers.

Andrew Holesko, Airport Engineer, said over the past 10 years the airport has grown tremendously. They were hired as airport engineers in 2000 and spoke with the prior airport manager and city manager about their vision for the Airport. He did not think the City's master plan at that point represented what the City wanted to do. Each major decision-maker he spoke with had a different vision for growth. They have culled a consensus on the major and minor projects undertaken since that time. It is critical that everyone is in agreement on the vision for the next 10 years. He enjoys working with this Airport and these groups because Palatka supports its airport.

Mr. Holesko went over goals and objectives of the Airport Master Plan. His power point presentation is made a part of these minutes (filed). They are:

- Providing for an airport that is safe and secure;
- Airport self-sustainability through development of revenue generating facilities, grants and public-private partnerships;
- Intergovernmental coordination with the City Commission, FDOT, FAA, SJRWMD and related agencies, and integrate improvements with the local comprehensive plan & economic development initiatives;
- Develop & maintain an environmentally compatible facility;
- Make the Airport as aesthetically pleasing as possible;
- Promote the airport to the community

Mr. Holesko said the public involvement process is important. This is comprised of six to 8 AAB meetings, a joint City Commission/AAB workshop, 2 City Commission presentations and local community/civic group presentations.

The Airport now has three active runways, full new hangars, a new terminal building and access, and ample available land.

Existing conditions and challenges – Mr. Holesko said there exists an aircraft strength/weight restriction on the main runway. RW 9/27 is 6,000 feet long and long enough to accommodate business jet series, but not strong enough to accommodate them. Normally it is the other way around. They know they have to address this. There is an aging infrastructure, some over 60 years old and most constructed during WWII. The draining system is failing, but they are consistently replacing those systems with each project. There is active airfield pavement that is 50 – 60 years old and not suitable for much airport traffic. Some will be closed or rehabilitated. Another challenge is that this is an “emerging” airport. They have everything they need now to emerge and start cashing in on the investment in infrastructure.

Environmental considerations – Mr. Holesko said there are 21 environmental impact categories through FAA-State-Regional. Planning factors include wetlands/soils, wildlife and surrounding land uses.

Aviation forecasts – The FAA said this airport and all other airports in the US are “flatlined” for the next 20 years. This is not really the case. They have growth demand and activity. The number of “based” aircraft is 64 – 97 per year. The number of Airport Operations is at 67,301 – 104,966 per year. As to critical/design aircraft – they have to design for the aircraft that are on the facility today, which dictates runway length, parking, etc. They currently design for the Challenger/Gulfstream business jet now. Long term, or beyond 20 years, they will design for the Boeing Business jet. It can be used for corporate business, or by a commercial airliner, or as a cargo carrier. At some point in the future this plane could be operating in Palatka in some form, either for cargo, people, or executives.

Regarding the technical documents, they contain a lot of data about the airport. There is a drawing called the Airport Layout Plan and the FAA dictates every single line shown on that sheet. When you put them all on there, you can't really see any single project, but this contains every line of every project you may want to do. Subsequent pages contain single or some multiple projects that are easy to discern. There are pages showing pavement projects, hangar projects, a new loop access road to SR 100 and new main access road. There are multiple projects shown on the North terminal area, or the main terminal area. As to the west terminal area, next to SJRWMD and CR 309, there is room for an access road and airplane storage area/hangar hub. Long term, if the private land to the North becomes available and the City wants to purchase the land, that acquisition is shown on the Airport Layout Plan as land to be purchased. The way FDOT and FAA address this, if it is on the plan they can address it and provide grant funds. If something is not on the plan, they cannot provide a dime for the project. That is why they want to include and show anything they could possibly want to do.

As to the south terminal area, they show a road coming off Moody road next to the Fire Dept. and another hangar development adjacent to RW “C.” Next to the Industrial Park where the wells are located is another potential site.

A “high-altitude obstruction” surface drawing was shown which shows protected airspace around the airport. They look at the approach ends of each of the runways to make sure they are protected.

A colorized land-use plan was shown, which includes future land acquisition.

Financial Feasibility – Mr. Holesko said the FAA and FDOT agreed that plans have to be financially feasible. It is not feasible to say they will spend \$20 million over the next 20 years. It is logical to say the FAA will provide an annual grant to the City of \$1 million. This year the City will have \$1.24 million offered within the next 30 days. It is reasonable to say the 17-year planning period will net \$17 million. It is reasonable to expect \$500,000 from FDOT for a total of \$8.5 million over the next 17 years. It is reasonable to expect the City's funding to be \$100,000 per year for a total of \$1.7 million over the next

17 years. This comes to a total of \$27 million in funding over the next 17 years. They don't know exactly how it will be used, but this is a feasible figure to use.

Financial Challenges – Mr. Holesko noted the following financial challenges:

- Can the City access non-traditional grant funding, not from FAA or FDOT, of \$1 million to 10 million? He believes that is possible through public-private partnerships or other government agencies. They should actively pursue this.
- Powerline relocation on the west end of RW 9/27 needs to be accomplished. They are growing to the west. When that happens, the power lines need to be relocated or buried. There is a plan in place by Clay Electric to do so, but they do not know what that plan is.
- They need to find an “anchor tenant” to invest in the community. They will create some very nice, glossy handouts about the AMP and specific economic developments for use to promote the airport.
- Commercial Development, which is everything from rentals of small hangars to land acreage.

Mr. Holesko finished his presentation and asked for questions or comments.

Commissioner Myers asked if the Airport Advisory Board has discussed ingress and egress to the business park; he understands there are issues with FAA allowing that. Mr. Holesko said the FAA states an aircraft cannot move back and forth from private to airport-owned land. An aircraft could be built in the business park and delivered to the airport, but then it cannot go back into the business park once delivered to the airport. This is a rule violation and compliance issue with the federal government. There is still a piece of airport land there that is actually outside the airport fence but is still, airport property, which will address this.

Wayne McClain, AAB member, said they've spent a lot of time talking about the powerline relocation. This is a huge point with the pilots. This is an ongoing conversation.

Mayor Flagg asked who would participate in that relocation project. Mr. Holesko said the main player is Clay Electric. He doesn't know why FDOT is involved, but they know they are involved in partnering with Clay Electric in that relocation. Regarding CR309's location, it should have no effect on airport planning. Mr. Browning said there is an issue from a safety standpoint for large planes, but not a large one.

Mayor Flagg said there is a problem with water coming from other properties and asked if that is going to create a situation or be an issue, given the location of the Airport. Mr. Holesko said it will be. They are addressing it and will continue to improve the draining, but there is nothing to stop that water from coming across the Airport property. You can address it through the drainage system, which continues to improve. Mr. Browning said the ditches need to be maintained; this is what's been happening over the past two years. It's historically a low area.

Commissioner Myers asked the percentage of occupancy of new hangars. Mr. Youell said they were one hangar away of being full, but recently 3 tenants left the new hangars and one left the old hangars. There are 64 hangars total. Mr. Browning said they used to be full with a long waiting list. The City increased prices not knowing the economy was going to turn down. Other airports dropped their prices. The economy has affected hangar revenue and occupancy.

Mr. Boynton said after this meeting they will firm the documents up. They still need FAA and FDOT approval. Their FDOT contract expires Sept. 15. They will ask for an extension on that. Final completion of the Master Plan Update will happen towards the end of the year. One significant change FAA is making is the horizontal/vertical

approach, which should help them attract business-type jets. It allows them to come in at a lower elevation. Some of the improvements they are making may make the airport more conducive to business jet traffic. They have put together a group of businessmen to come up with a strategy to better market the airport through a business plan. They are doing everything in the right steps. They now have something to market. By the end of the year they will be more actively pursuing commercial/business ventures. The AAB has done a tremendous job over the last 3 years through visioning and improvements. During the last several months they've met 2 hours extra per month in addition to their normal meeting schedule. He thanked them for their service.

Mayor Flagg raised the issue of aviation vs. non-aviation leases, and asked if there is a successful model on keeping a good balance. Mr. Holesko said it is a function of the available land. Many airports don't have the ability to offer non-aviation uses. This airport has that capability. They know they don't want to replace a piece of land being used for aviation with a non-aviation use. Commissioner Brown asked if this is similar to the fight over Cecil Field and the adjoining neighborhoods. Mr. Holesko said that is correct; they wish they had a 6,000 foot runway.

Commissioners Myers and Kitchens said they appreciate the work of the AAB.

Mr. Youell said Mr. Gene Lampp with FDOT has been very good at attending AAB meetings; it is not a usual practice for FDOT to attend other airport's advisory board meetings. Mr. Lampp has been instrumental in helping to develop the Airport.

Mr. Browning said in Flagler they did several things, and one was to bring in a wealthy developer they built a hangar for. He went broke and the hangar is there, but all the growth he brought with him is still there. Many corporations base a plane in a certain location. The City may need to spend a million dollars to build a hangar for someone to locate a large plane in. Even if it leaves at some point, the resulting growth will remain. It is very possible to bring in large jets. Mayor Flagg said a progressive marketing plan is a crucial next step. Their partnerships have allowed them to make progress where other airports have not. There is good synergy among the AAB, the Commission and administrative leadership. This reflects positively on Palatka.

ADJOURN – There being no further items to discuss, the Workshop meeting was adjourned at 5:30 p.m. upon a motion by Commissioner Myers, seconded by Commissioner Brown.

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY CLERK'S OFFICE AT 329-0100 AT LEAST 24 HOURS IN ADVANCE TO REQUEST ACCOMMODATIONS.