

MINUTES OF THE AIRPORT ADVISORY BOARD MEETING
HELD MONDAY, DECEMBER 5, 2005 at 1:00 P.M.
THE DEBERRY ROOM, 200 CANAL ST., NEW SMYRNA BEACH, FLORIDA

Mr. Perry called the meeting to order with the following answering present to roll call:

Robert Perry, Chairman
Richard Snyder, Vice Chairman
Gary Norville
John Strong
Richard Snyder
Linda Crevasse

Members Absent:
Stuart Madson

APPROVAL OF MINUTES

The October 4, 2005 minutes were approved as written.

OLD BUSINESS

Recommendation to the Airport Advisory Board from the Noise Abatement Committee:

Mr. Fred Gunter, Chairman of the Noise Abatement Committee made the following recommendations:

1. Restrict touch and go's from 10:00 a.m. to 4:00 pm (because of frequency complaints)
 - a. Allowed 7 days a week - can't discriminate against weekend flyers
 - b. Notice to flight schools and surrounding airports and communities via notice to airman bulletins
 - c. ATIS broadcasts regarding voluntary noise abatement policy for hours that the Air Traffic Control Tower (ATCT) is unmanned.
2. Monitor and adjust the policy as needed based on recommendations from the Airport Advisory Board and situations as they arise.
3. Compatibility program must contain an effective Land Use Plan - restrictions would be determined by the City Council.
4. Develop an airport noise abatement discipline notification policy with a complaint form on paper and electronic.
 - a. First violation filed with airport authority
 - Logged into data base
 - Verifies ownership of aircraft and generates written complaint warning to owner/operator that outlines policy and delineates remedy steps.

Mr. Gunter said that fines or code enforcement steps of discipline had been eliminated from their original suggestions due to legality issues because it was not mandated by the FAA, therefore, it is not enforceable by the city.

Mr. Gunter stated aside from the recommendations, that it appears that the majority of individuals involved in bringing the most complaints, were misled when they purchased their property with regard to the impact of the airport and its noise. Therefore, the Noise Abatement Committee further recommends:

1. Real Estate Notification Policy that:
 - a. delineates airport noise disclosure ordinance for all real estate transactions
 - b. identifies property in relation to Noise Exposure Zones
 - Incorporated city limits
 - Unincorporated city limits
2. The Federal Department of Transportation (FDOT) and FAA has model letters or will help develop notification
3. Notify Board of Realtors for endorsement and enforcement
4. Notify County and request compliance for all deed filings in Noise Exposure Zones
5. Notify Department of Professional Regulation of local policy

Further comments from Mr. Gunter were that numerous complaints were about multiple low-level aircraft on approach for landing, should be enforceable with the installation of the radar system that is taking place at the ATCT.

Discussion took place regarding how a person would file a complaint and it was determined that a process would have to be in place to validate a complaint along with procedures for doing so at the airport office. Rhonda Walker, Assistant Public Works Director, stated that the airport office has a form in use that tracks the date, resident name, aircraft identification (as much information as possible; N number, color etc.) and nature of complaint. This is faxed to the ATCT immediately, they look into the situation, fax a response back to office, and this record is kept by date in computer and by hard copy.

Mr. Snyder asked Mrs. Walker at what point is a letter sent to the aircraft owner regarding the complaint? Mrs. Walker stated that no letters have been sent to date, and she would wait for collaboration from the ATCT for verification that a FAA violation had occurred. Touch and goes haven't been a restricted item and without the radar in place, the ATCT couldn't make a determination from 2 miles out as to any tree-level, low approaches for landing. Once the radar is in place, when an aircraft comes in at an unacceptable height and a complaint is filed, then a letter will be sent out.

Mr. Perry agreed with the Real Estate Notification Policy, however the definition of the noise exposure zones doesn't include all of the impacted residents because some of the areas are actually in the county. Mr. Gunter stated that 5 to 10 years from now, such areas might annexed into the city and with an increase in jet traffic at the same time, it is something to look at now.

Mr. Gunter stated that the time restriction recommendation of touch and goes between 10:00 a.m. and 4:00 p.m. would be a big help for the noise mitigation. Mr. Perry mentioned that during those hours, the frequency would only be restricted by the tower for safety reasons, and probably wouldn't change.

MOTION by Mr. Snyder to restrict touch and goes from between the hours of 10:00a.m. to 4:00p.m., 7 days a week with ATCT discretion. SECONDED by Mrs. Crevasse.

DISCUSSION: None by Committee

ROLL CALL VOTE FOR MOTION:

AYE: Mr. Perry, Mr. Snyder, Mr. Norville, Mrs. Crevasse, Mr. Strong

NAY: None

MOTION CARRIED 5 – 0

MOTION by Mr. Strong that the Airport Office sends out a written complaint warning to the owner/operator of every identifiable aircraft complaint, SECONDED by Mr. Snyder

DISCUSSION:

Mr. Perry requested that the Airport Manager, Rhonda Walker send out a notification to flight schools, a NOTAM and ATIS broadcast about touch and go policy to please be good neighbors and complete maneuvers by 10:00pm. Policy will be monitored and adjusted as needed based on complaint forms. Include on complaint form, faxed to ATCT, an option to issue aircraft owner a warning, so the airport office can do so. The form allows for description of aircraft even if N number isn't obtained and ATCT can determine which plane it was through the radar. This can be done after office hours by leaving a voice mail which records the time of call, so the ATCT can still determine from their time records. Letter could read "on this particular day somebody complained about you for flying too low" as an example, so it's not an actual accusation, but something that acts as a notification as to proper good neighbor conduct in our airport vicinity.

ROLL CALL VOTE FOR MOTION:

AYE: Mr. Perry, Mr. Snyder, Mr. Strong

NAY: Mr. Norville, Mrs. Crevasse

MOTION CARRIED : 3 – 2

Real Estate Notification Policy tabled till next meeting to gather more information regarding noise exposure zones.

Discussion with board members and Fred Gunter whether above Noise Abatement Committee recommendations are necessary before asking for FAA Title 14 Part 150 Noise Study and Mr. Gunter said that before the study would be funded, the city would have to show that steps were taken to try to mitigate the complaints as much as possible.

Proposed Traffic Light

Discussion of traffic light at end of Inlet Shores and becoming new main entrance to the airport as proposed by Mayor Vandergriff at last meeting, was felt by Mr. Perry to be a conflict of interest because of his address of Inlet Shores. Item was tabled at this time for more research.

NEW BUSINESS

1. Presentation of New Police Department

Joe Morgan with KZF Design and Commander Mims of the New Smyrna Beach Police Department gave a presentation with an overview and illustration of an early site plan.

The plan consists of a tilt up concrete structure:

- a. Police Station approximately 38,000 square feet
- b. New Fire Station – 2 bay – future 3 bay – approximately 9400 square feet
- c. Generator Building
- d. Impound lot with an out building
- e. Fueling station for all city vehicles

There will be no public access to the airport through the Police and Fire Departments.

DISCUSSION:

Mr. Perry questioned whether there would be a problem regarding the government giving the city the property for an airport, and not a police and fire department. Rhonda Walker answered that she didn't believe there would be because the fire department would have a special truck in the future Bay 3 that would accommodate plane crashes, and they would be filing site plans for FAA approval. The next concerns were of the security access - being that the pilot hangar access and the Police and Fire Department would share a common gate. Rhonda Walker answered that the Police Department presence in that area would add security to the airport and hangars and there would be video monitoring as well as the gate access cards. Mr. Snyder asked if there would be consideration of a helicopter pad for police and fire, and Commander Mims said there had not been at this point because of their training range already present there, but access to the runway on their end would be all that is necessary for as tight as the Sheriff's Department can bring their helicopter in. Gary Norville asked how much the property would be leased for or what the benefit to the airport would be because they are losing potential hangar space that would be rental income. Mrs. Walker said she didn't have an answer for that, but would check and have for next meeting. Commander Mims stressed that one of the biggest benefits would be access of the Fire Department to the runway during emergencies, because now they have to go out and up US 1 and hope traffic will stop long enough for them to cross into the airport. Mr. Perry thanked them for their presentation.

2. MOTION by Robert Perry for vote on replacing Greg Arnett on the NAC with Jeff Mitchell. SECONDED by Gary Norville.

AYE: Mr. Perry, Mr. Snyder, Mr. Norville, Mrs. Crevasse, Mr. Strong

NAY: None

MOTION CARRIED: 5-0

AIRPORT UPDATE AND BUDGET REVIEW BY RHONDA WALKER

1. The STARS (radar) project has been delayed to coincide with the Ormond Beach ATCT. Additional phone lines are being installed and should be complete January 7, 2006, and it is scheduled to go on line February 1st.
2. The Senate and House passed 100% funding to be carried over for fiscal year 2006 for FAA contract towers. A full year's figures will not be "read" on our ATCT tower until next year, but it is within the percentages necessary for funding.
3. The Jack Bolt Dedication of the airfield set as February 22nd, (no time yet)
4. Survey of Landing Fees found that no other airport in vicinity has charges
5. Mr. Criswell, ATCT Manager is resigning effective January 7th – no replacement yet. Most likely person would be Ken Hiles from New Smyrna Beach – 20 years experience. Nothing definite yet.
6. Projects:
 - a. Fence – contract documents signed and work should begin within next month
 - b. Apron project – calculation error from low bidder, went to next lowest bidder - they haven't submitted their bond yet. Hope to come to resolution in next several weeks.
 - c. AWOS and Lighting of 7-25 Vault Generator Project – pre-construction meeting in next two weeks – notice will go out to airport businesses
 - d. Budget packages handed out - with capital outlay items listed for review

DISCUSSION:

Fees for rental of airport lease property – doesn't seem to be anymore tent sales by car dealers – have rates increased – asked Mr. Perry.

Mrs. Walker answered that no rates have increased since before 1998;

South exhibit area is partly owned by Mr. Wilkinson – airport only receives part of fee

North exhibit is mainly used for charitable events and rate is \$200 a day, non-charitable is \$500 a day.

Mr. Strong asked if Mr. Wilkinson's property would affect the proposed new entrance and stoplight into the airport or the long term parking area?

Rhonda Walker answered that the new entrance would come out in front of the Crile building and wouldn't affect Mr. Wilkinson's property. And we are hoping to have a paved long term parking along with the new entrance.

PUBLIC INPUT

Mr. Randall Hitchcock, 2250 Captain Butler Trail in Tara Trails handed out samples to committee members of another airport's touch and go restriction policies and read out loud. Mr. Hitchcock also inquired regarding straight line approaches to runway and no-wind runway rotation, late times of touch and goes with respect to sleeping hours, and low altitude approaches, and consideration for good neighbors. Mr. Perry stated he would compose a letter to send to the various flight schools in the area to ask that they try to complete their maneuvers by 10:00 p.m.

Mr. Albert Leibowitz, 2227 Turnbull Bay Rd., said that all traffic at night takes a right hand turn and goes over the northwest area right over Tara Trails and Turnbull Bay. This goes on during the day also and there are plenty of residents that are home all day long that are impacted.

Morrisa Tyner of 26 Lake Fairgreen Circle, said she was told at previous AAB meetings that the completion of the tower would not increase frequency of traffic at the airport, but feels there should be more cooperation from Embry Riddle and hopes that any letter sent would be a help.

SET MEETING DATES FOR NEXT YEAR

Monday or Wednesday mornings – 4th Wednesday of beginning month of the quarter.

ADJOURNMENT by Mr. Perry at 3:02 p.m.

cc: Mayor and Commission (5)
City Manager's Office (3)
Members of the Press (3)
Airport Businesses (12)
Khalid N. Resheidat, P.E., Public Works Director
Rhonda Walker, Asst., Public Works Director
Chuck Criswell, ATCT Manager