Airport Advisory Board Regular
Tuesday, July 9, 2024 at 2:00 PM

City Commission Chambers
214 Sams Avenue, New Smyrna Beach, Florida 32168

1. CALL TO ORDER

A. Roll Call

2. PRESENTATION

3. PUBLIC INPUT (THREE MINUTE LIMIT)

4. CONSENT AGENDA

4.A Consider the approval of the Airport Advisory Board Regular meeting minutes from the April 25, 2024

5. AIRPORT NOISE ABATEMENT

5.A Continued Meetings with Epic Aviation

5.B Noise Study Review

6. OLD BUSINESS

7. NEW BUSINESS

8. AIRPORT MANAGER COMMENTS

8.A Airport Manager Update

9. AAB MEMBERS COMMENTS

10. NEXT MEETING DATE

11. ADJOURNMENT

Pursuant to Florida Statutes 286.0105, if an individual decides to appeal any decision made by the board, agency or commission of the City of New Smyrna Beach with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such person must provide a method for recording the proceedings.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk's office in person or by mail at 210 Sams Avenue, New Smyrna Beach, Florida 32168, (386) 410-2630, prior to the meeting.

THE CITY OF NEW SMYRNA BEACH - AIRPORT

CONSIDER THE APPROVAL OF THE AIRPORT ADVISORY BOARD REGULAR MEETING MINUTES FROM THE APRIL 25, 2024

July 9, 2024

Background:
The Airport Advisory Board regular meeting minutes from April 25, 2024 are attached for your review.

Findings:
Staff recommends the approval of the Airport Advisory Board meeting minutes from April 25, 2024.

Fiscal Analysis:
N/A

Strategic Plan Item:
No

Staff Report Created By: Tammy Hall

Attachments:

AAB Minutes 04.25.24.pdf

Airport Advisory Board Special Meeting
Thursday, April 25, 2024 at 2:00 PM
MINUTES

City Commission Chambers, 214 Sams Avenue, New Smyrna Beach, FL 32168

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1. CALL TO ORDER

Having been duly advertised as required by law, the special meeting of the Airport Advisory Board of the City of New Smyrna Beach, Florida, was held on Thursday, April 25, 2024 at the City Commission Chambers, 214 Sams Avenue, New Smyrna Beach, FL 32168.

Chair James Dempsey called the meeting to order at 2:00 PM.

Present: Chari James Dempsey, Vice Chair Rulon "Jim" Starley, Member Celeste Lester, Member David Maib, and Member Gary Norville

Absent:

Also present were Airport Manager Arvin Weese and Assistant Airport Manager Jacob Cosat, Airport Coordinator Tammy Hall

2. PRESENTATION

The New Smyrna Beach Garden Club (NSBGC) President Marty Sibley gave a presentation to the AAB. This presentation included a summary of the NSBGC history, the meeting schedules, and events held at or by the NSBGC. Airport Manager asked the NSBGC to speak to the board as the airport office is in the process of revising the NSBGC land lease with the City of New Smyrna Beach Airport.

3. PUBLIC PARTICIPATION

Ben Bartlett, Volusia County Public Works Director, shared the Volusia County Mosquito Control proposed new facility on the land lease they have with the City of New Smyrna Beach Airport. New facility would require an addition 4.5 acres of land located to the west of the currently land lease.

Joseph Zitzka, Airgate Aviation 2022 Aero Circle, urges the AAB to table the fuel resolution revision that is scheduled under new business until the next meeting. There are items in the resolution that need further discussion. Such as what defines bulk loading, limitation on over wing top loading, and difference in payment treatment between Airgate Aviation and Epic Aviation. Ask the staff to provide an actual written resolution instead of an outline of the revision.

4. CONSENT

4.A Consider the approval of the Airport Advisory Board Regular meeting minutes from the January 25, 2024
4.B Consider the approval of the Airport Advisory Board Special Meeting minutes from March 07, 2024
Motion:
Vice Chair Starley moved to approve both the January 25, 2024 Airport Advisory Board regular meeting and the March 7, 2024 AAB special meeting minutes and Member Norville seconded the motion, and the motion carried unanimously.

5. AIRPORT NOISE ABATEMENT

5.A Continued Education and Outreach with Flight School
Airport Manager Weese shared that there are monthly meetings held with Epic Aviation and City Staff including the Assistant City Manager. Manager Weese also shared the annual demographics of the airport total operations versus flight school violations. Epic Aviation has added a position, Noise Abatement Officer, to monitor and enforce any violations of the noise abatement procedures. Of all the local flight schools Epic is the only one with a Noise Abatement Officer.

5.B Designation of a Calm Wind Runway
Airport Manager Weese gave brief history of the noise study revision recently completed. AAB held a Special Meeting on March 7, 2024 where it request Airport staff to hold a roundtable discussion with airport users, Air Traffic Control Tower (ATCT) Manager, Epic, and Embry Riddle University. After much discussion from the ATCT manager and airport users it was determined that a designation of a calm wind runway during the day would be concerning as it would greatly imped the ability of ATCT to direct the air traffic effectively, safely, and efficiently. The group suggested that the airport follow what other airports are doing and issue a calm wind runway for when the ATCT is not in use which would be from 10pm to 7am.

Motion:
Member Norville made a motion to recommend to the City Commission the Airport publishes the calm wind Runway (Rwy) as 07 to read or similar "For noise abatement when ATC is closed, Rwy 07 is calm wind rwy in VFR cond." Member Lester seconded the motion and it carried unanimously.

5.C Raising the Pattern Altitude to 1,000 feet
Airport Manager Weese shared that this was discussed at the roundtable discussion. New Smyrna Airport currently has a pattern altitude of 800 feet, so they stay below the Charlie airspace of 1200 feet. Roundtable group stated concerns of raising the altitude were that there would be minimal plausible impacts on noise. Raising the altitude would stretch the impact of noise out to areas that don't typically have noise now. ATC had major safety concerns with raising the altitude it would create a longer pattern which would have aircraft in conflict of aircrafts flying up and down the coastline. With the safety concerns and the increase in noise by climbing in altitude the group recommends not changing the pattern altitude.

Motion:
Vice Chair Starley made a motion to recommend to the City Commission that the Airport that pattern altitude remains as is. Member Norville seconded the motion and it carried unanimously.

5.D Simplify the Voluntary Noise Abatement Procedure (VNAP) Hours
Airport Manager Weese shared that this was discussed at the roundtable discussion. The noise study revision consultant recommended to make the VNAP simpler. The work group agree that a revision is needed and to remove the line of "no touch and go operations between the hours of 1700 LCL and 0800 LCL" from the VNAP. The statement of "No repetitive flight operations between 10pm and 7am would remain on the VNAP.

Discussion ensued about the confusion residents and pilots have had with the VNAP by having touch and go operations separate from repetitive flight operations. Touch and go operations are a part of repetitive flight operations and it would be best to simply state no repetitive flight training between the hours of 10pm and 7am. This would help to simplify the VNAP guidelines for both residents and pilots.

Motion:
Vice Chair Starley made a motion to recommend to the City Commission that the statement of "no touch and go operations between the hours of 1700 LCL and 0800 LCL" be removed from the VNAP. Member Norville seconded the motion and it carried unanimously.

6. OLD BUSINESS
No Action

7. NEW BUSINESS
7.A Fuel Resolution Revision
Airport Manager Weese shared the last three years fuel sales, fuel expenses, and revenue along with the current fuel resolution for Aviation fuel sales that began in September 2013. With the constant increase in costs associated with labor and materials there has

not been any rate increases passed onto the customers. Cost is passed to the customer at the city cost plus $0.60 and FBO's are charged City cost plus $0.20. Staff is proposing that the City legal team rewrite the resolution to allow the airport staff the ability to set the margin each week.

Member Lester asked if the credit card fees would be shared to the users of self-serve. Manager Weese confirmed that there is a 3% fee built into the price.

Member Norville agrees to with the airport having the flexibility to make the most profit possible from fuel so that revenue can be used to complete maintenance on airport buildings.

Motion:
Vice Chair Starley made a motion to have Airport staff move forward with the city team to revise the resolution as described to begin changes starting in October. Member Norville seconded the motion and it carried unanimously.

8. AIRPORT MANAGER COMMENTS
Airport Manager Weese shared that the NSBGC presented today because of a recent FAA nonaviation lease audit. The FAA does not recognize the leases for the NSBGC, Lions Club, and the VFW. In the coming months the airport is working with these tenants to create new leases that bring the airport back into compliance. After discussion the AAB asked the airport staff to go back to the organizations and bring lease draft summaries to the next AAB meeting.

Airport Manager Weese explained the process currently in with Volusia County Mosquito Control expansion. Working with the FAA and currently they see this as a non-aviation land and a request would need to be made to change it. This request can not be completed with out a 163 review which requires a exhibit A map which is costly and will be completed next fiscal year with the Taxiway Bravo project funded both by the FAA and FDOT leaving the airport with cover the remaining 2% of cost.

Airport Manager Weese reviewed the status of ongoing airport CIP projects of backup AWOS, Twy Alpha reconstruction, fuel farm improvements, admin building design, ATCT rehab, Twy Bravo rehab, Runway 07/25 pavement removal, PAPI replacements with vault improvements, and hangar F rehab. Secondary wind cone has been added as part of the Txy alpha project.

Manager Weese shared the airport has seen an increase in land lease interest. Airport staff is working with the City Economic Development Director.

Staff recently completed T hangar inspections that found most hangars are in compliance. Those that are not have been notified and have been given time to correct the issues

found before a reinspection is completed in a couple of months and notice are handed out.

Recent hangar survey was sent to our T Hangar tenants and Airport Manager Weese shared the results of the 30 surveys returned.

9. AAB MEMBERS COMMENTS

Member Lester: On the right path to accomplish more in 2025.

10. NEXT MEETING DATE

Regular AAB Meeting Tuesday July 09, 2024 at 2pm

11. ADJOURNMENT

As there is no further business to discuss, Chair Dempsey adjourned this meeting at 3:43pm.

THE CITY OF NEW SMYRNA BEACH - AIRPORT

CONTINUED MEETINGS WITH EPIC AVIATION

July 9, 2024

Background:

Airport and City staff continue to meet monthly with Epic Aviations Director of Flight Operations and their Noise Abatement Officer. This meeting allows all parties to review the previous months statistics and violations. Attached is the most recent report showing compliance over the last 18 months.

Fiscal Analysis:

N/A

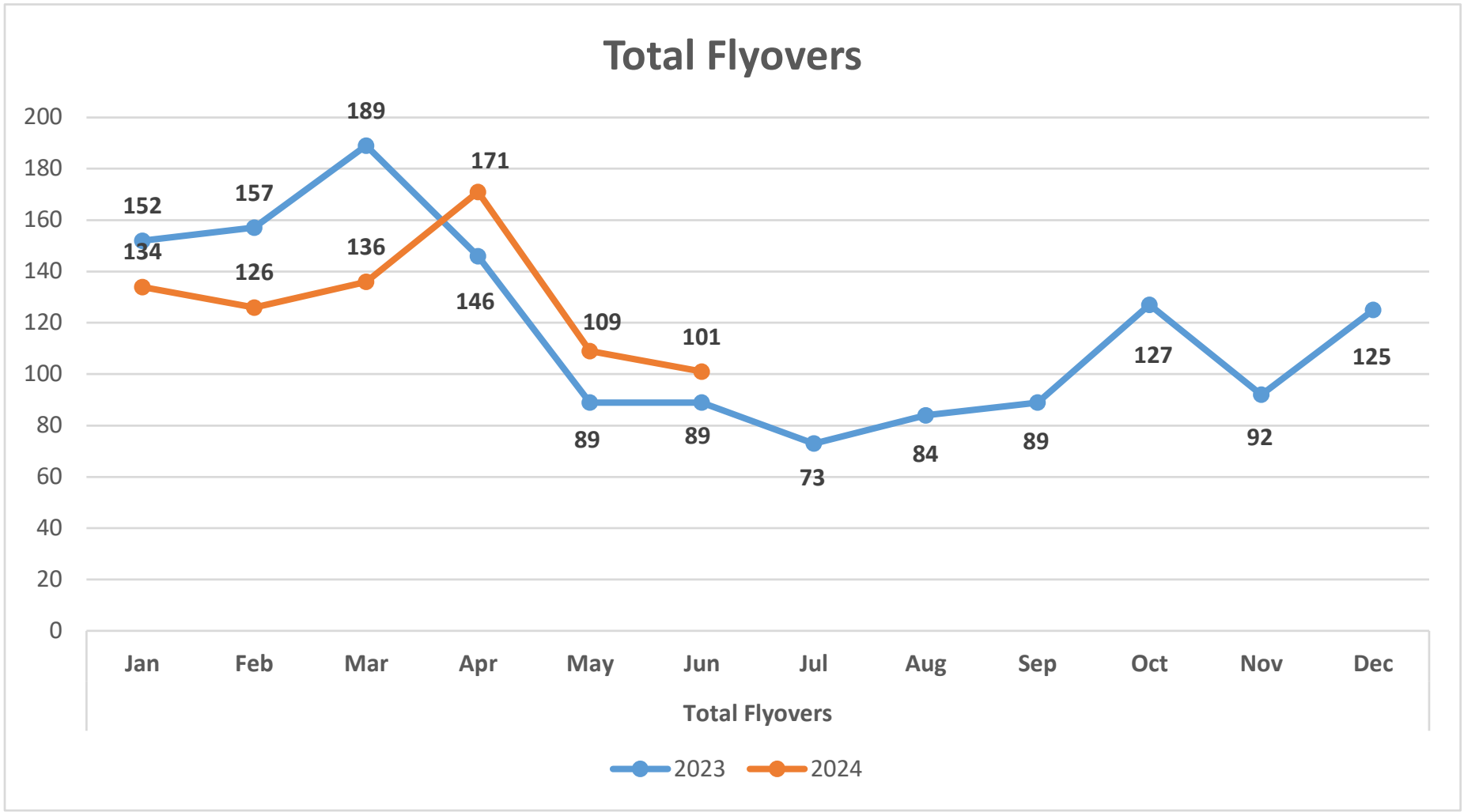
Strategic Plan Item:

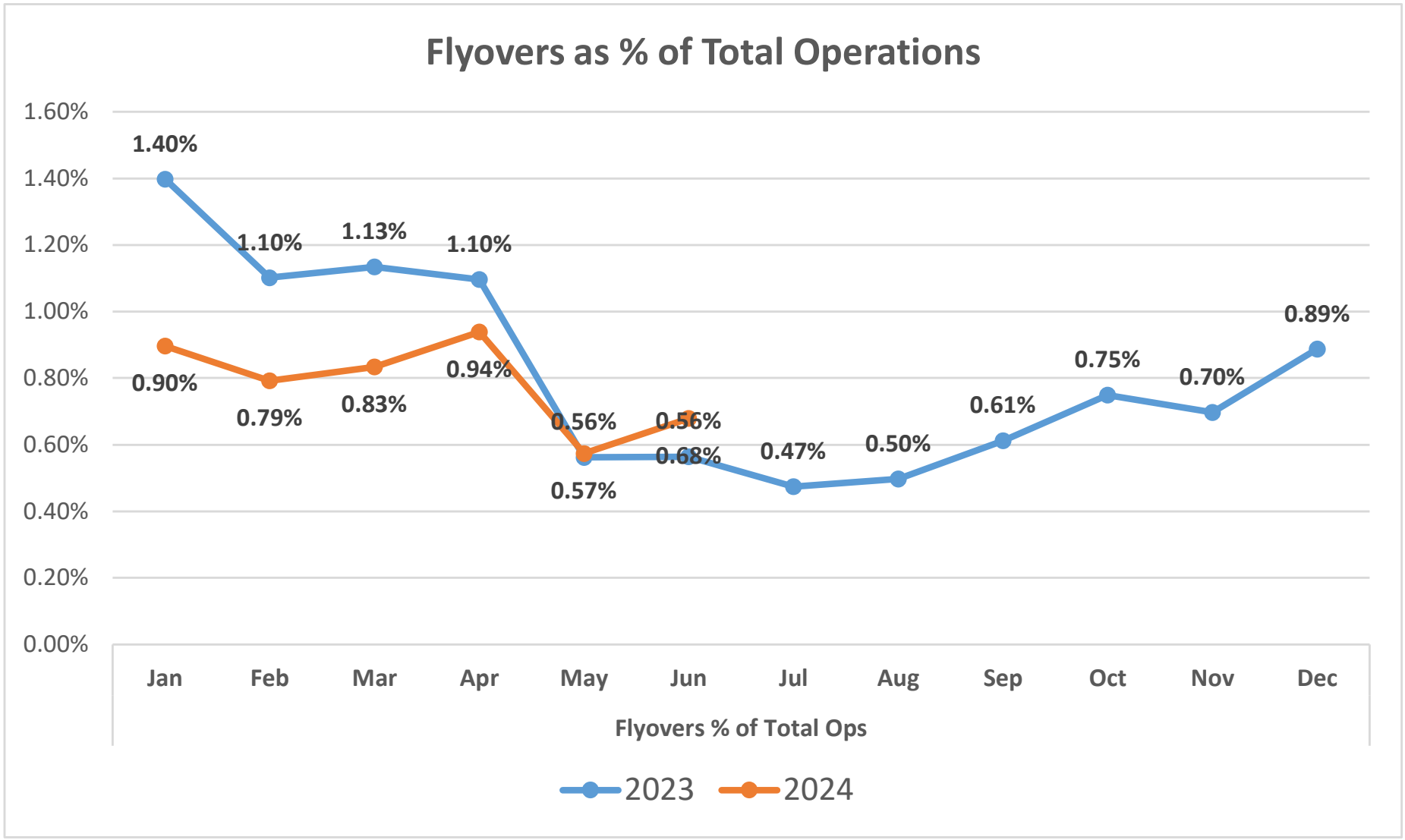
No

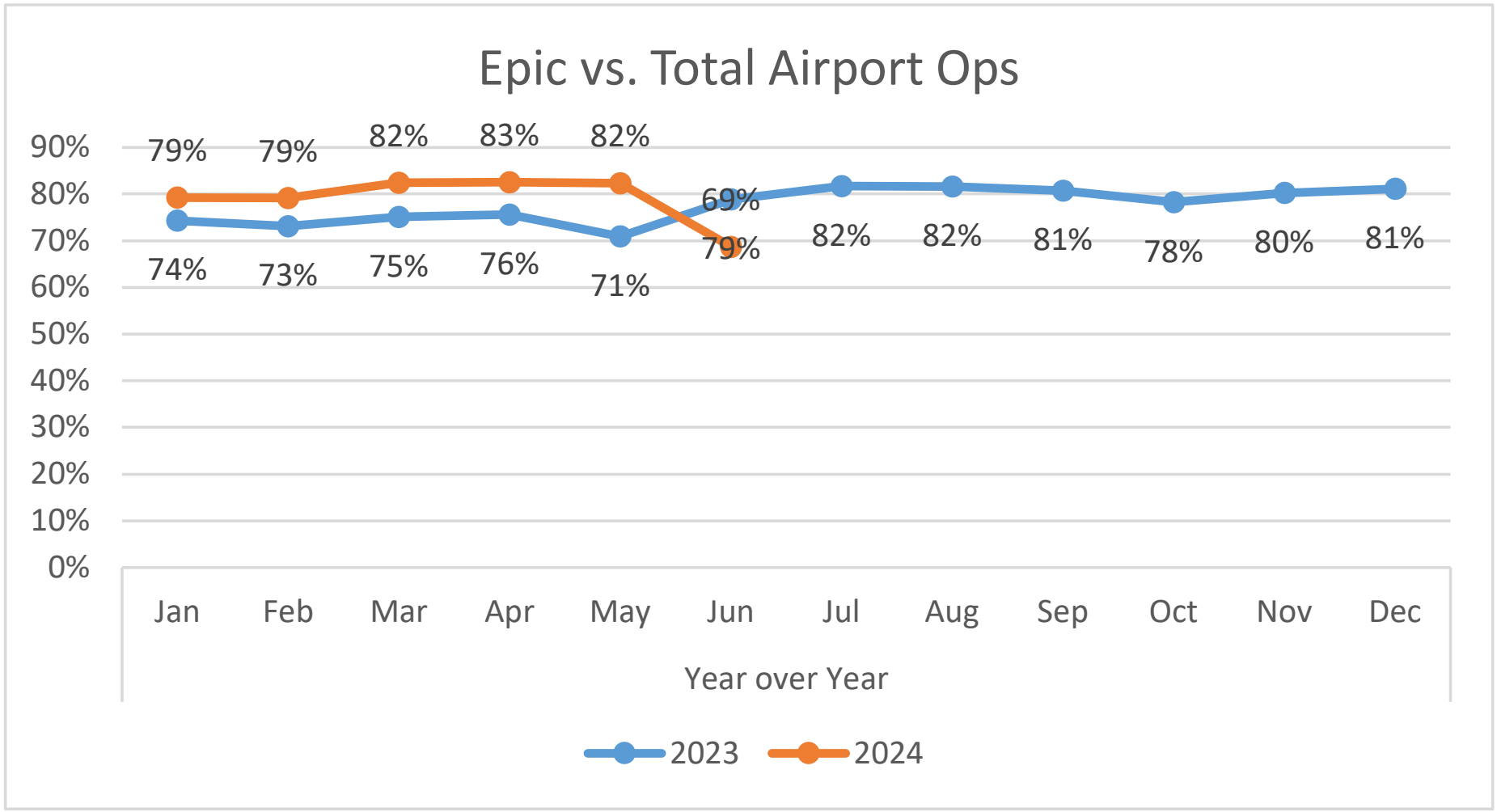
Staff Report Created By: Tammy Hall

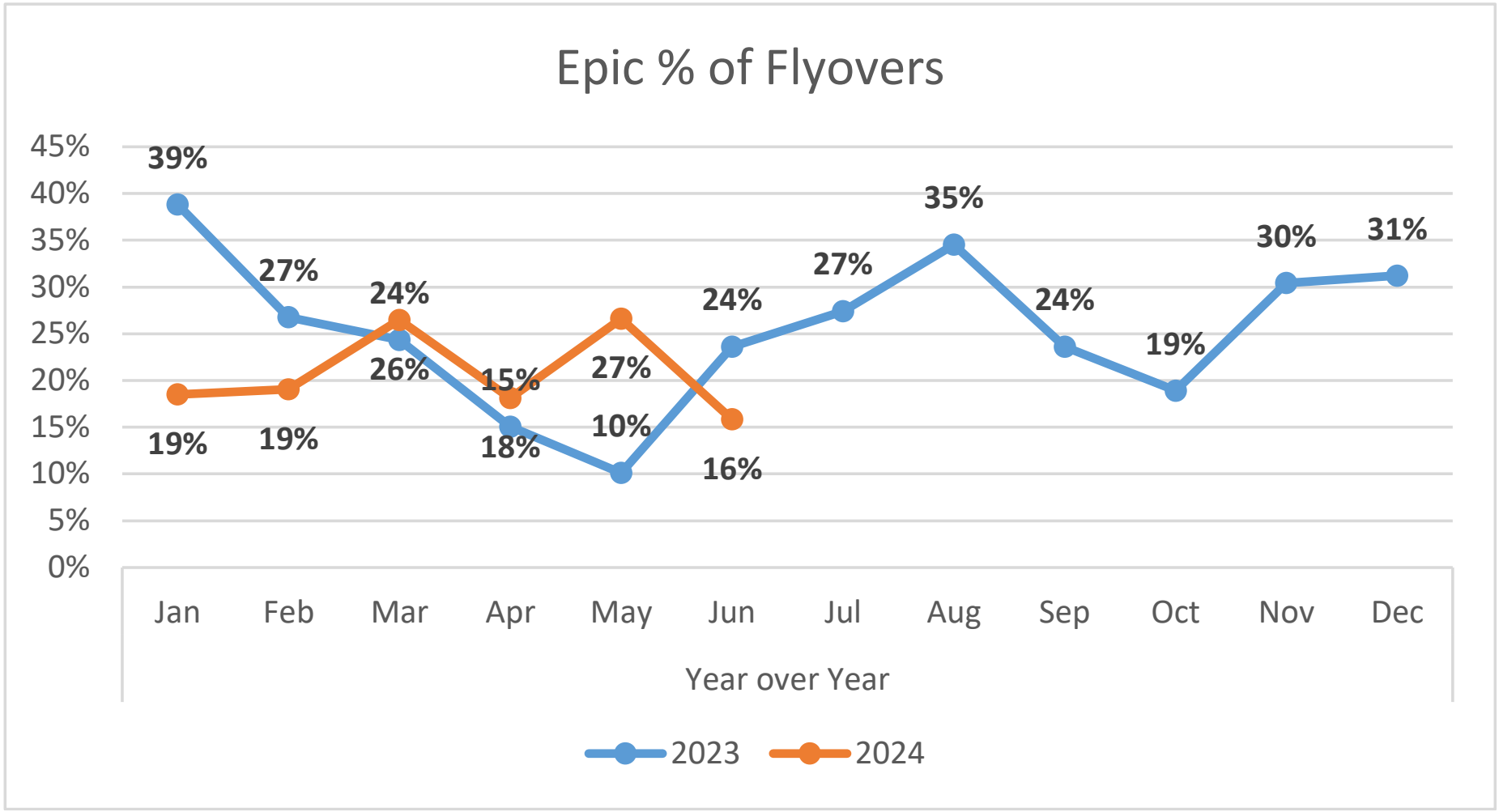
Attachments:

Noise Report - 18 months ending 6.30.2024.pdf

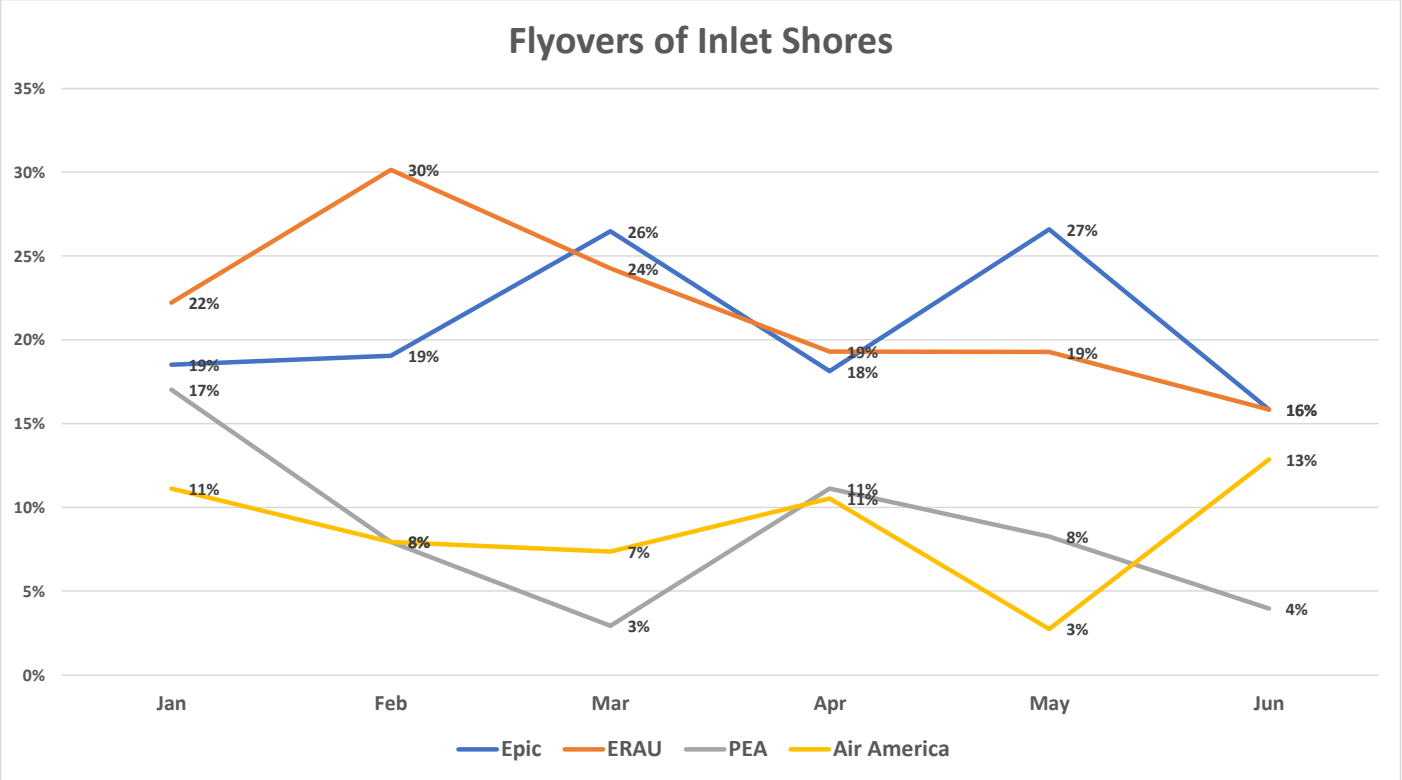

Total Flyovers
200
180
160
140
120
100
80
60
40
20
0
152
157
189
146
89
89
73
84
89
127
92
125
134
126
136
171
109
101
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
Total Flyovers
2023
2024


Flyovers as % of Total Operations
1.60%
1.40%
1.20%
1.00%
0.80%
0.60%
0.40%
0.20%
0.00%
1.40%
1.10%
1.13%
1.10%
0.57%
0.47%
0.50%
0.61%
0.75%
0.70%
0.89%
0.90%
0.79%
0.83%
0.94%
0.56%
0.56%
0.68%
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
Flyovers % of Total Ops
2023
2024


Epic vs. Total Airport Ops
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
79%
79%
82%
83%
82%
74%
73%
75%
76%
71%
69%
79%
82%
82%
81%
78%
80%
81%
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
Year over Year
2023
2024


Epic % of Flyovers
45%
40%
35%
30%
25%
20%
15%
10%
5%
0%
39%
27%
24%
26%
18%
24%
35%
27%
24%
19%
30%
31%
19%
19%
15%
27%
10%
16%
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
Year over Year
2023
2024

Flight School Summary



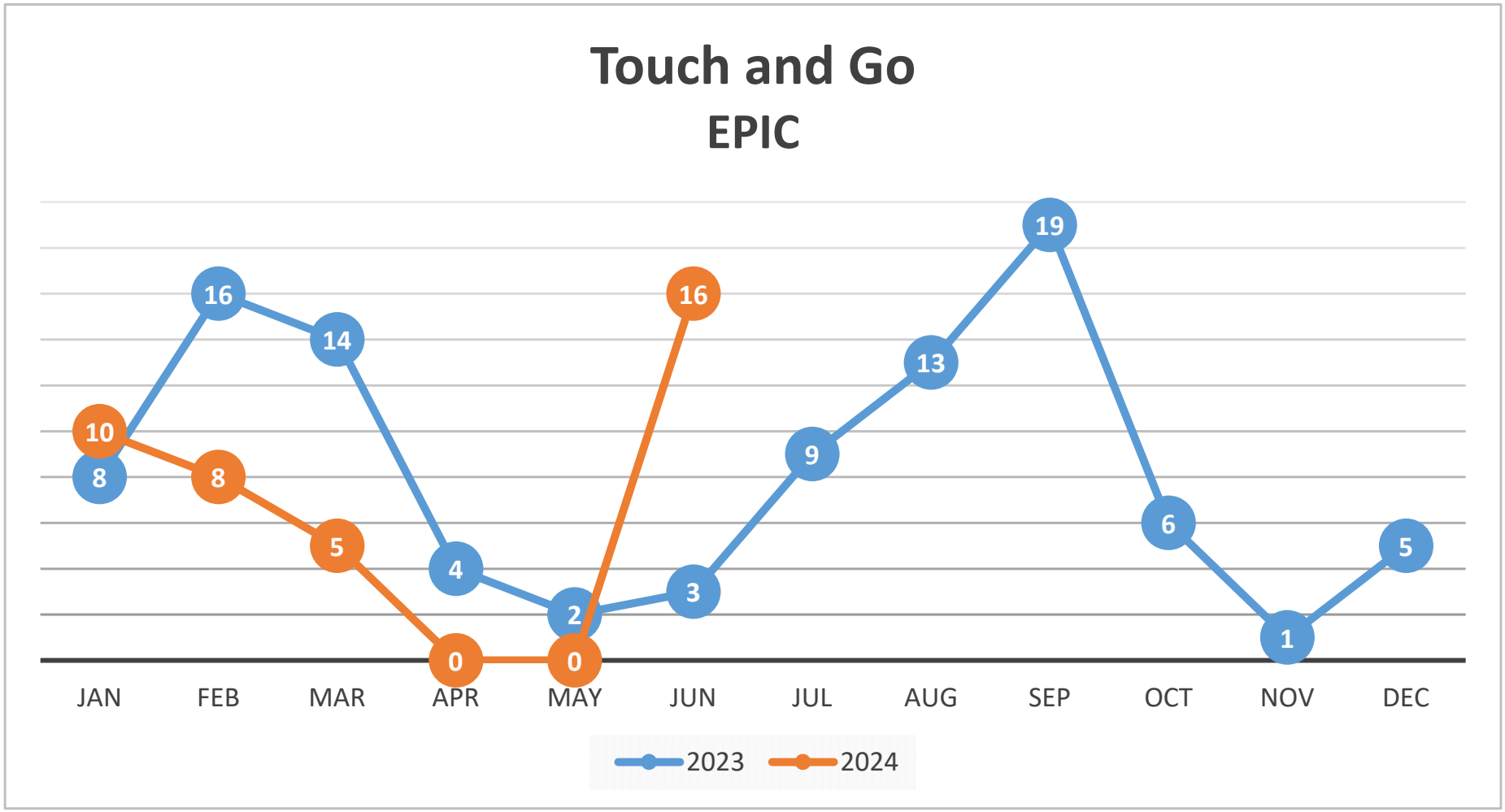
	Jan	Feb	Mar	Apr	May	Jun	YTD
Total Operations	15,062	15,912	16,191	18,218	18,992	14,867	84,375
Total Flyovers	135	126	136	171	109	101	778

Epic Operations	11935	12593	13339	15037	15634	10217	78755
Epic Flyovers	25	24	36	31	29	16	161
Epic % of Total Ops	79%	79%	82%	83%	82%	69%	93%
Epic % of Flyovers	19%	19%	26%	18%	27%	16%	21%

ERAU Operations	834	843	754	819	812	490	4552
ERAU Flyovers	30	38	33	33	21	16	171
ERAU % of Total Ops	6%	5%	5%	4%	4%	3%	5%
ERAU % of Flyovers	22%	30%	24%	19%	19%	16%	22%

PEA Operations	452	339	235	230	477	216	1949
PEA Flyovers	23	10	4	19	9	4	69
PEA % of Total Ops	3%	2%	1%	1%	3%	1%	2%
PEA % of Flyovers	17%	8%	3%	11%	8%	4%	9%

Air America Operations	369	272	308	463	354	279	2045
Air America Flyovers	15	10	10	18	3	13	69
Air America % of Total Ops	2%	2%	2%	3%	2%	2%	2%
Air America % of Flyovers	11%	8%	7%	11%	3%	13%	9%


Touch and Go
EPIC
16
14
4
2
3
9
13
19
6
1
5
10
8
5
0
0
16
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
2023
2024

THE CITY OF NEW SMYRNA BEACH - AIRPORT

NOISE STUDY REVIEW

July 9, 2024

Background:

Recommendations made by the AAB at the April 25, 2024 meeting in regard to the recent noise study review were presented to the City Commission for review on May 14, 2024. At this meeting the City Commission directed airport staff to work with the consultant that completed the study and hold a public workshop to review the recommendations. The public workshop will be held on August 8, 2024 at 5:30pm in the City Commission chambers.

Fiscal Analysis:

Community Workshop with Consultant will cost the Airport Fund approximately $3,000 as the consultants rate is $341/hr plus mileage.

Strategic Plan Item:

No

Staff Report Created By: Tammy Hall

THE CITY OF NEW SMYRNA BEACH - AIRPORT

AIRPORT MANAGER UPDATE

July 9, 2024

Background:

CIP Updates:

- Backup AWOS installation was completed. The FAA has reimbursed, and the grant has been closed.
- Taxiway Alpha Reconstruction will be transition to the final phase the week of July 8th. This is scheduled to be completed by August 7th.
- T Hangar F Rehabilitation has been completed. Airport staff is in the process for the final FDOT reimbursement and grant closure.
- Taxiway Bravo Rehabilitation: Received 3 bids on June 18th that are within the estimate cost. Once the City Commission approves the Award of Bid at the August 13th commission meeting staff will give a report on the selected contractor and the proposed scheduled start date. This project will include the revision of the Airports Exhibit A and DBE plan. Airport has applied for an FAA and FDOT grants for this project and the grants are anticipated to be the August 13th commission agenda as well for review. If approved the FAA grant would cover 90% of the project and the FDOT with cover 8% of the cost.
- 20x50 Equipment Shed: Installation has been completed and awaiting the final building inspection. Once completed airport equipment will be removed from the Hangar building putting that hangar back into rotation for rental.
- Fuel Farm Rehabilitation: rebid of the project is underway and the bid opening is scheduled for August 28th.
- Airport Administrative Building: Airport staff will be meeting with consultant in Mid-July to review the 60% drawings along with the City IT staff. After the drawings are reviewed and approved for the project will go out for bid, which is anticipated to be in August with the project potentially starting in the fall of 2024.

Property Management:

- Not-For Profit Lease Update: Airport staff and the Garden club have worked together to find a project for the Garden Club to improve the airport and is working with the FAA for approval before revising the lease with the City. Once approved the revised lease will be taken to the City Commission for approval. We are also working on the Not For Profit Leases with legal.
- Request for Proposal (RFP) for future land leases: The city is working to fill the recently vacated Economic Development Director, so this has caused a small delay with the updating of the RFP.

Other updates:

- Potential landing fees at other airports
- Through the fence access request by adjacent property owner

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Tammy Hall