

Regular Meeting Agenda

April 10, 2023

Call to Order – 4:00pm

- Call to Order
- Pledge of Allegiance
- Meeting Minutes (03.13.23)
- Agenda Approval
- Staff Report
- Business Partner Updates
- Board Committees
- Old Business Items
 - Air Service Development Update
 - Capital Projects Update
- New Business
 - Atlantic Aviation Facility Fees
- Public Comment – General
- Member Comments and Reports
- Adjournment



Northeast Florida Regional Airport

Fly Smart!

Meeting Details

Staff Reports – Items of Interest & Update of Projects

Taxiway B Update

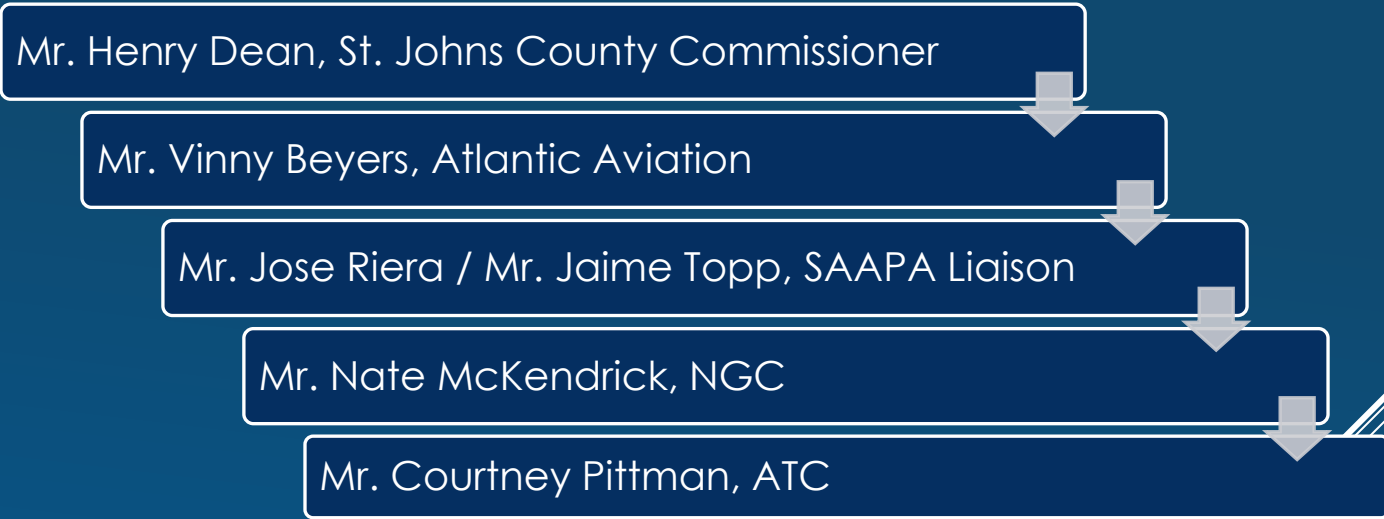
FAA US Contract Tower Grant

Organizational Planning



BUSINESS PARTNER UPDATES –

Meeting Details



Staff Reports – Operations

March

Air Traffic Volume -

	2023	<u>(2022)</u>
○ <i>Month:</i>	9,118	(10,378)
○ <i>YTD:</i>	26,288	(28,149)

Fuel Volumes – Gallons

FBO -

	2023	<u>(2022)</u>
Jet A -		
▪ <i>Month:</i>	182,496	(188,643)
▪ <i>YTD:</i>	487,632	(504,415)
100LL -		
▪ <i>Month:</i>	7,916	(8,110)
▪ <i>YTD:</i>	24,238	(24,274)
Self Serve - 100LL		
▪ <i>Month:</i>	13,370	(18,016)
▪ <i>YTD:</i>	47,168	(43,112)

BOARD COMMITTEE UPDATES –

- ▶ Jennifer Liotta – **Policy Committee**
 - ▶ 2 Applications Received
- ▶ Dennis Clarke – **Audit Committee**
 - ▶ 1 Application Received
- ▶ **Master Plan Committee**
 - ▶ 4 Applications Received
- ▶ Reba Ludlow – **Safety Risk Management Committee**
 - ▶ 3 Applications Received
- ▶ Approve Applications Received
- ▶ Schedule Meeting Dates

Board Discussion
Public Comment
Motion

OLD BUSINESS ITEM – Air Service Development Update

Mr. Chad Roberts

- Airport Charges & Operating Agreement
- Memorandum of Understanding (MOU)
- Ground Handling & Terminal Services Agreement

Mr. Dennis Clarke

- Air Service Cost Analysis

Mr. Kevin Harvey

- Staffing Plan

Board Discussion
Public Comment
Motion

OLD BUSINESS ITEMS

– Capital Projects Update Presented by Passero

T-hangar Design

Terminal Access Road

Eastside Development



NEW BUSINESS ITEM – Atlantic Aviation Fees

Dennis Clarke & Atlantic Aviation Discussion



Board Discussion

Public Comment

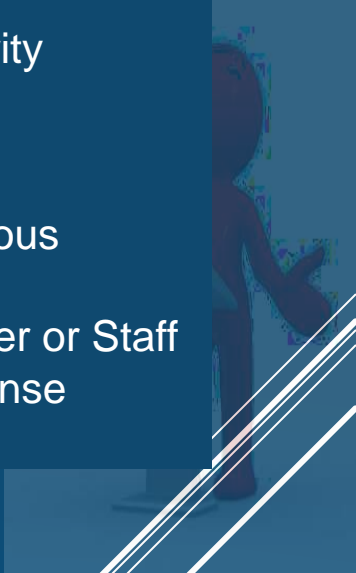
Public Comments

General

- Three (3) Minutes per Speaker
- Address Matters that Reasonably May Need Attention of the Authority

RULES OF DECORUM

- May Not Disrupt the Meeting with Personal, Impertinent or Slanderous Remarks or Boisterous Behavior
- Please Address the Authority as a Whole, Not Any Individual Member or Staff
- Please Refrain From Making any Demand for an Immediate Response From the Authority



Authority Members

Comments and Reports

Ms. Michelle Cash-Chapman

- Aerospace Academy

Mr. Dennis Clarke

Ms. Jennifer Liotta

Ms. Reba Ludlow

- TPO

Mr. Robert Olson

- EDC



PROPOSED MEETING DATES

Regular Meetings – 2nd & 4th Monday

- April 24th
 - May 8th
 - May 22nd
- **All Meetings Begin at 4pm Except as Otherwise Noted*

ADJOURNMENT

Capital Projects Update (4)

March 27, 2023

Airport
Development

Andrew Holesko,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

FDOT Funding

Hangar Bid Options
/ Recommendations
/ Direction

Terminal
Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway

1 Taxiway B Rehabilitation

2 T-Hangars

- Site Location Options
- FDOT Funding
- Hangar Bid Options / Recommendations / Direction

3 Terminal Entrance Road

- Project Status Update, Scheduling, & Funding

4 East Side Development (Preliminary)

- Work Completed
- Work Underway

Taxiway B Rehabilitation Complete

\$1.8M construction project completed on time and under budget

Airport Development

Andrew Holesko,
Matt Singletary

Taxiway B Rehabilitation

T-Hangars

Site Location
Options

EDOT Funding

Hangar Bid Options
/ Recommendations
/ Direction

Terminal Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side Development (Preliminary)

Work Completed
Work Underway



T-Hangars

T-Hangar Site Plan (6)

Airport
Development

Andrew Holesky,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

EDOT Funding

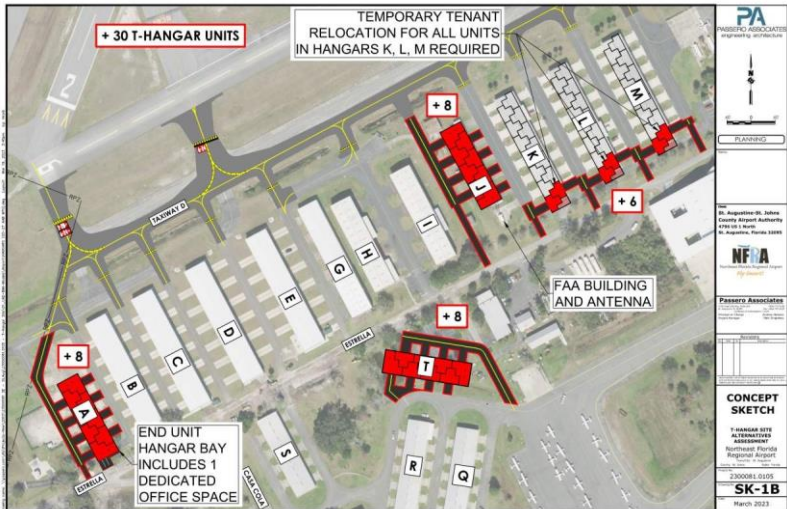
Hangar Bid Options
/ Recommendations
/ Direction

Terminal
Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



Proposed T-Hangars

State of Florida DOT Grant Funding Available For Development

Airport Development

Andrew Holesko,
Matt Singletary

Tadway B Rehabilitation

T-Hangars

Site Location
Options

FDOT Funding

Hangar Bid Options
/ Recommendations
(Director)

Terminal Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side Development (Preliminary)

Work Completed

Work Underway

■ Hangar Funding

- FY 2023 (July 2022 - \$50k grant at 50/50 split) = Underway
- FY 2024 (July - September 2023 - \$2.27M grant at 50/50 split)
- FDOT Cost (50%) \$1.16M
- **Authority Cost (50% grant match) \$1.16M**
- Cost at \$175k / Hangar Unit allows for 12-13 units to be built with 50/50 match.
- A&J Row = 16 units (\$2.8M)
- 30 units = \$5.25M

■ Next Hangar Funding - South GA Area

- FY 2026 (July 2025 - \$2M grant at 50/50 split)
- **Authority Cost (50% grant match) \$1M**

■ Scheduling option: two projects or one?

T-Hangars

Existing T-Hangar's B, C, D, & E

Airport
Development

Andrew Holesko,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

EDOT Funding

Hangar Bid Options
/ Recommendations
/ Direction

Terminal
Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



T-Hangars

Hangar Bid Options, Recommendations, / Authority Direction

Airport
Development

Andrew Holesko,
Matt Singletary

Tadway B
Rehabilitation

T-Hangars

Site Location
Options

EDOT Funding

Hangar Bid Options
/ Recommendations
/ Direction

Terminal
Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed

Work Unleaved

- Recent B-C-D-E
 - 48' width x 35' deep x 14' tall door
 - Prior 42' width x 30' deep x 12' tall door
 - 6' savings (width) = saves \$'s or builds more hangar(s)
 - Potential = 1 more unit/row
- Size of T-Hangar?
- Number of hangars in base bid? (Recommend A&J Row)
- Number of hangars in bid additive? (Board Input)
- Door selection (hydraulic, electric, or sliding)?
- **Authority Direction On How To Proceed**

Terminal Entrance Road

Authority Interest & Direction

Airport
Development

Andrew Holesko,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

EDOT Funding

Hangar Bid Options

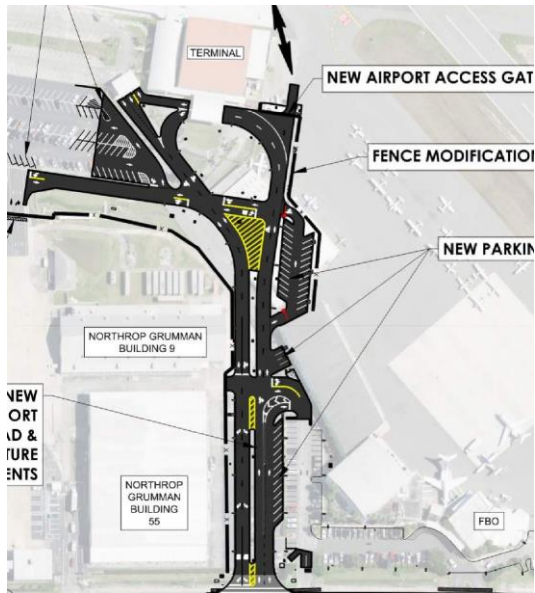
Recommendations
& Direction

Terminal
Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



Terminal Entrance Road

Project Status Update and FDOT Funding

Airport Development

Andrew Holesko,
Matt Singletary

Tadway B Rehabilitation

T-Hangars

Site Location
Options

FDOT Funding

Hanger Bid Options
/ Recommendations
/ Director

Terminal Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side Development (Preliminary)

Work Completed

Work Underway

- Bids Received in September 2023
- Grant Expiring 12/29/2023, a decision to be made if action is going to be taken without rebidding the project or extending FDOT grant.
- No recommendation of award while pursuing additional funding (none provided).
- Remaining FDOT grant fund is \$2M at 50/50 grant share. Dedicated "roadway" funds only.
- Options
 - Do nothing (at this time)
 - Install below ground utilities
 - Small access / parking at terminal
 - South GA Access Road \$ (request to FDOT)

Terminal Entrance Road

Authority Interest & Direction

Airport Development

Andrew Holesky,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

FDOT Funding

Hangar Bid Options
/ Recommendations
/ Direction

Terminal Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed

Work Underway



Build parking lot?



Convert
overhead
power lines to
underground?

East Side Development

ALP "Concepts"

Airport
Development

Andrew Holesky,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangers

Site Location
Options

EDOT Funding

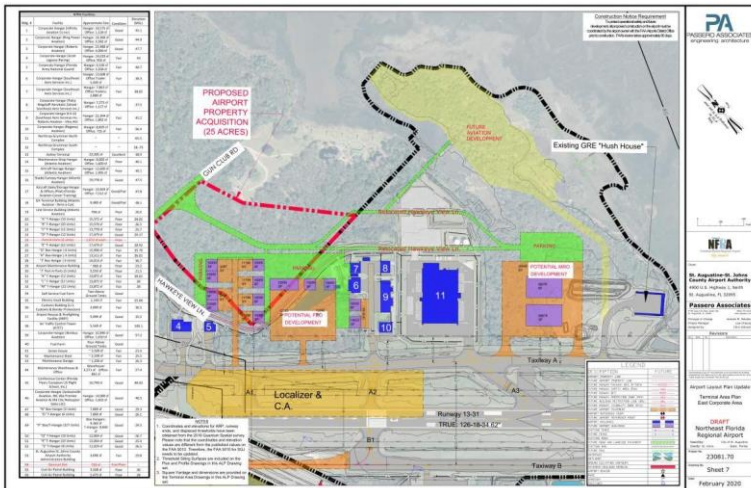
Hanger Bid Options
/ Recommendations
/ Direction

Terminal
Entrance Road

Project Status
Updates, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



East Side Development

Work Completed

Airport
Development

Andrew Holesko,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

EDOT Funding

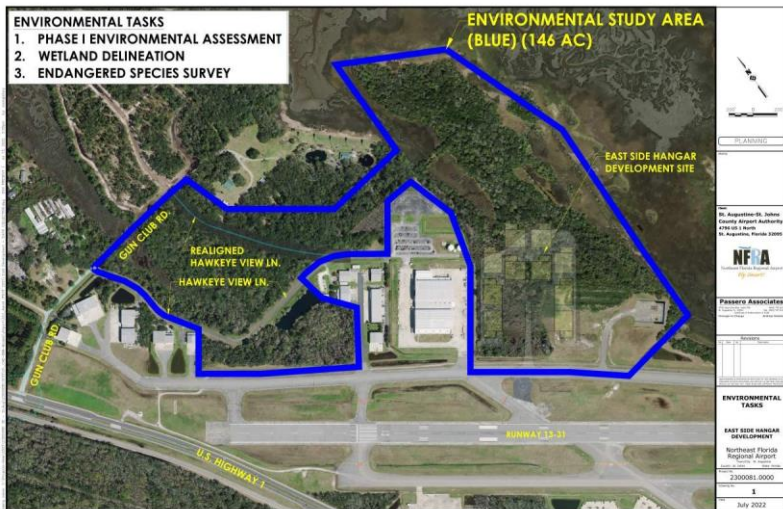
Hangar Bid Options
& Recommendations
& Direction

Terminal
Entrance Road

Project Status
Updates, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



East Side Development

Work Completed

Airport
Development

Andrew Holesko,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

EDDT: Bonding

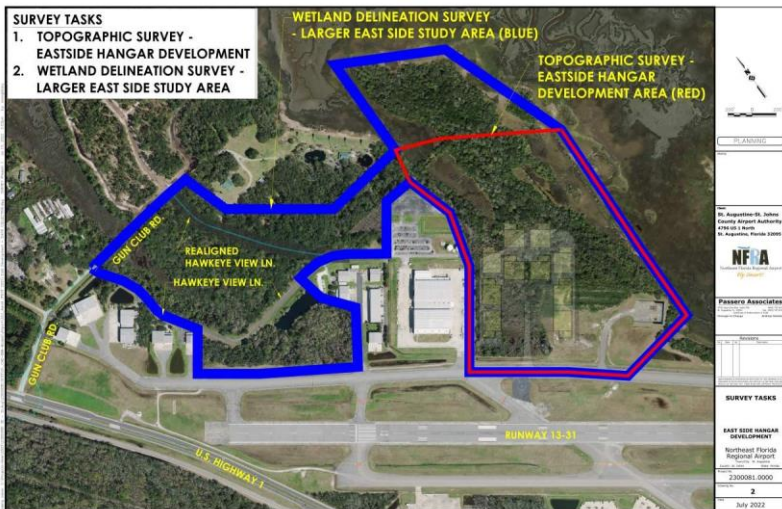
Hangar Bid Options
& Recommendations
& Direction

Terminal
Entrance Road

Project Status
Updates, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



East Side Development

Work Completed

Airport
Development

Andrew Holesko,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

EDOT Funding

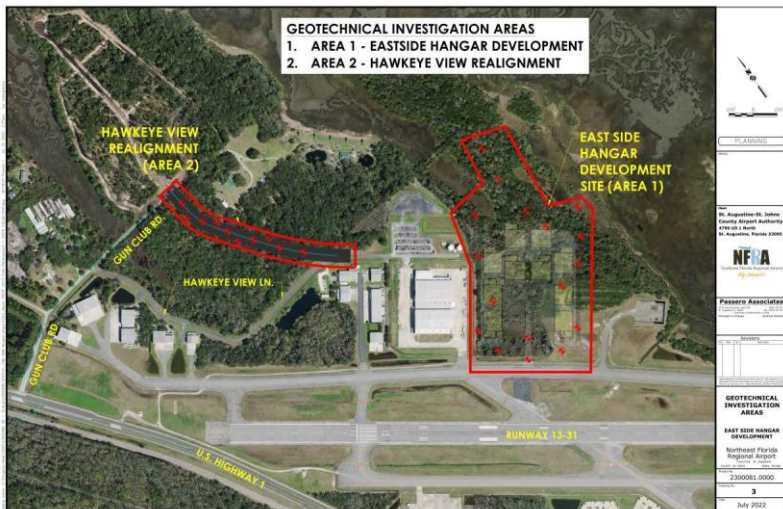
Hangar Bid Options
& Recommendations
& Direction

Terminal
Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



East Side Development

Work Completed

Airport
Development

Andrew Holesko,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

EDOT: Bonding

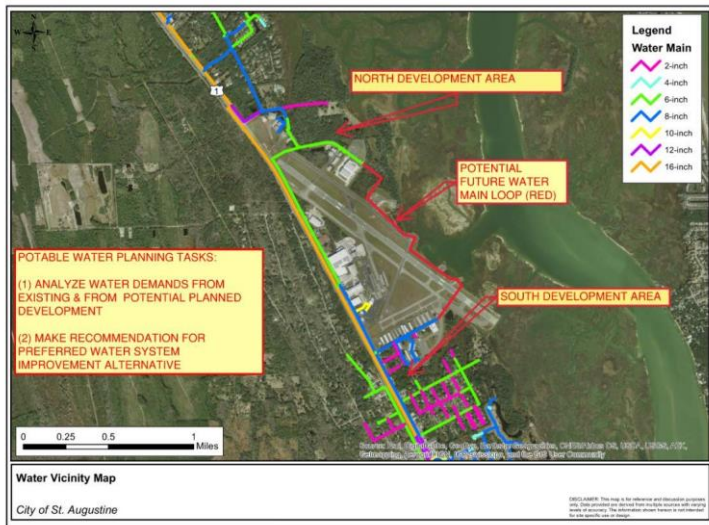
Hangar Bid Options
/ Recommendations
/ Direction

Terminal
Entrance Road

Project Status
Updates, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



East Side Development

Work Underway - Site Plan South

Airport
Development

Andrew Holesky,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

EDOT Funding

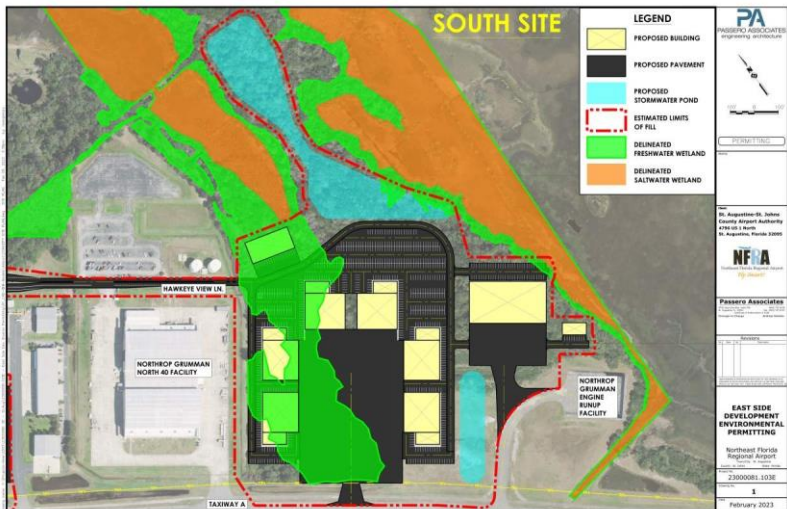
Hangar Bid Options
& Recommendations
& Direction

Terminal
Entrance Road

Project Status
Updates, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



East Side Development

Work Underway - Site Plan North

Airport
Development

Andrew Holesko,
Matt Singletary

Taxiway B
Rehabilitation

T-Hangars

Site Location
Options

EDOT Funding

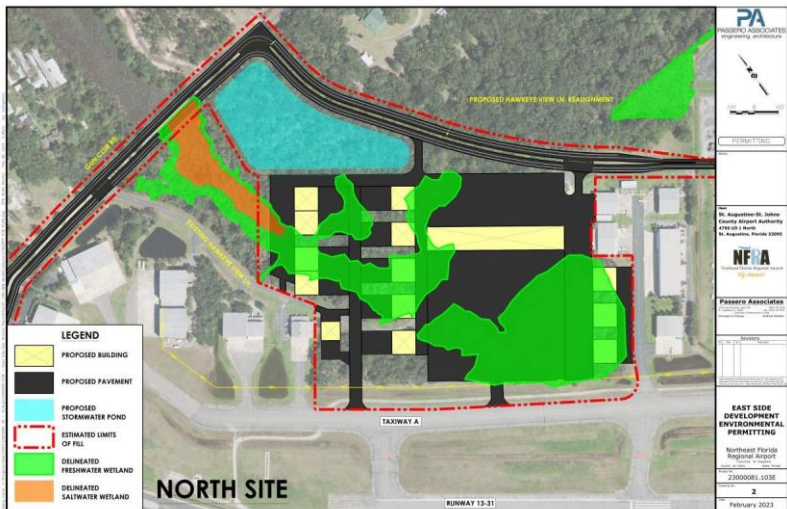
Hanger Bid Options
& Recommendations
& Direction

Terminal
Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side
Development
(Preliminary)

Work Completed
Work Underway



East Side Development

Work Underway

Airport Development

Andrew Holesko,
Matt Singletary

Tadway B Rehabilitation

T-Hangars

Site Location

Options

EDOT Funding

Hanger Bid Options

/ Recommendations

(Director)

Terminal

Entrance Road

Project Status

Update, Scheduling,

& Funding

East Side

Development

(Preliminary)

Work Completed

Work Underway

- Cultural Resource Permitting – Fieldwork completed. Some Native American and Spanish American artifacts found but not sure yet if it will trigger the need for a Phase 2 investigation. Awaiting report.
- Wetland Permitting – Updated Concept Plans created for use with wetland permitting. Permit Application recently submitted. Likely 1 to 3 months more for response & coordination with agencies. After that any further wetland permitting will then be on hold until final design of Authority selected development is underway.

East Side Development

East Side Land Acquisition

Airport Development

Andrew Holesko,
Matt Singletary

Taxiway B Rehabilitation

T-Hangars

Site Location
Options
FDOT Funding
Hangar Bid Options
/ Recommendations
/ Direction

Terminal Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side Development (Preliminary)

Work Completed
Work Underway

Realigned
Hawkeye
View Lane



- FDOT funds available for land acquisition in August - September of 2023, in the amount of \$2,812,500.00 at 80/20 grant split
 - FDOT land acquisition cost \$2,250,000.00
 - **Airport Authority cost \$562,500.00**
 - Appraisal needed.

East Side Development

Funding and any decision needed

Airport Development

Andrew Holesko,
Matt Singletary

Taxiway B Rehabilitation

T-Hangars

Site Location
Options
EDOT Funding
Hangar Bid Options
/ Recommendations
/ Director

Terminal Entrance Road

Project Status
Update, Scheduling,
& Funding

East Side Development (Preliminary)

Work Completed
Work Underway

- Hawkeye View Lane, design and construction cost
 - FY 2026 (August 2025 - \$2.5M grant at 80/20 split)
 - **Airport Authority Cost (20% grant match) \$500k**

- FY 2027 (August 2026 - \$2.5M grant at 80/20 split)
- **Airport Authority Cost (20% grant match) \$500k**

Development Schedule 2023-2024

Airport Development

Andrew Holesko,
Matt Singletary

Tadway B Rehabilitation

T-Hangars

Site Location

Options

EDOT Funding

Hangar Bid Options

/ Recommendations

(Director)

Terminal

Entrance Road

Project Status

Update, Scheduling,

& Funding

East Side

Development

(Preliminary)

Work Completed

Work Underway

- T-Hangars will be bid and awarded late 2023, under construction in 2024.
- Southern parcel could develop when upgraded water-main is funded. Access is currently provided by existing Hawkeye View Lane.
- Northern access parcel still cannot develop until land is purchased and Hawkeye View Lane is realigned. Land purchase is the immediate first step, followed by the roadway development.
- Utilities are currently un-funded by grants and other sources.
- Current permitting effort supports all tasks above.

Input to Capital Improvement Update

Airport Development

Andrew Holesko,
Matt Singletary

Taxway B Rehabilitation

T-Hangars

Site Location

Options

EDOT Funding

Hangar Bid Options

/ Recommendations

/ Director

Terminal Entrance Road

Project Status

Update, Scheduling,

& Funding

East Side Development (Preliminary)

Work Completed

Work Underway

- Additional input on 3 projects
 - T-Hangars
 - Access Road Improvements
 - East Side Development
- General Input
 - Content of presentation?
 - Frequency of project updates?
 - Other input?