

**AVIATION ADVISORY BOARD  
REGULAR MEETING**

City Hall Training Room  
22 South Beach Street  
Ormond Beach, Florida

January 22, 2008

7:00 p.m.

**Board Members Present:**

Bob Behnke, Larry Volenec, Larry Stout, Bruce Manne and Keith Riger

**Also Present:**

Airport Manager Tom Lipps, Deputy City Attorney Sandy Upchruch and Recording Secretary Tiffani Siegel

**I. Call to Order**

Mr. Behnke called the meeting to order at 7:03 p.m.

**II. Election of Officers**

Larry Stout nominated Larry Volenec as Chairman and Bruce Manne as Vice Chairman. Keith Riger seconded the nomination. With no further nominations, Larry Volenec was named Chairman and Bruce Manne Vice Chair. The meeting was turned over the Mr. Volenec.

**III. Approval of Minutes of October 30, 2007**

Mr. Stout moved for the approval of the minutes as is. Bruce Manne seconded the motion. The minutes from the last meeting were approved as is. Mr. Behnke signed the minutes as Chairman from the last meeting in October.

**IV. Administrative Matters**

Tom Lipps addressed the board and stated that the meetings, in the past, have been scheduled to meet on the fourth Tuesday of every quarter month. Mr. Lipps asked if any members of the board had any objections with this scheduling. The board members agreed to keep the meeting schedule as is.

Mr. Lipps asked Deputy City Attorney Sandy Upchurch to explain the Florida "Sunshine" and Conflict of Interest Law to the new board

members. Ms. Upchurch explained to the board that in regards to the Sunshine Law, that public business should be discussed at a public meeting. The Aviation Advisory Board meetings are advertised to the public, therefore; no Aviation Advisory Board business should be discussed outside the scheduled meetings. There should be no phone calls, or discussions conducted before or after a scheduled meeting.

Ms. Upchurch stated that the Commission generally excused any conflict with members of the board who may have a business or be a tenant at the airport as long as that member abstained from voting if he felt he had a conflict. Ms. Upchurch informed the board that if any member had a question about a possible conflict of interest or ethics, to contact her or Randy Hayes. She also mentioned that the Commission on Ethics was the final decision makers on ethical behavior within the boards.

Tom Lipps explained to the board that attendance at the meetings was important in order to constitute a quorum. He further stated that the Commission looked at individual attendance when re-appointing members.

## **V. Noise Complaints**

Mr. Lipps went over the noise complaints with the board, explaining that the closure of runway 17/35 increased traffic over certain residential areas, such as Tomoka Oaks and Ormond Lakes. Mr. Lipps further stated that the number of complaints generally increases with in the fall and spring which may contribute to the complaints.

Mr. Volenec stated that he liked the noise complaint map provided and thought it was extremely helpful in outlining to the board where the complaints were the most prevalent. Mr. Behnke suggested that there be some kind of percentage comparison to previous quarters so the board could see when the complaints were increased or decreased.

Keith Riger stated that the Deland Airport designed a brochure that is handed out to the flight schools periodically that outlines and explains the desired flight patterns, which is helpful in the noise abatement program.

## **VI. Projects Update**

### **A. Runway 17/35 Rehab**

Mr. Lipps stated- that the resurfacing of runway 17/35 had been completed except for close items and was likely to come in under the original budget. Mr. Riger asked if the extra FAA funds could be used

toward other repair projects at the airport. Mr. Lipps stated he was talking with the FAA on that issue, but probably not.

Mr. Lipps reviewed the traffic counts at the airport; stating that the counts were down in October but increased dramatically in November.

## **B. Capital Project Program**

Mr. Lipps asked for the board support for the future projects as outlined in the Capital Improvement Plan memorandum for FY2008-09 at the airport, specifically the REIL and 17-35 runway lights design, beacon design and the heliport design. Mr. Lipps stated that the City Commission is focusing on projects that are safety related.

Larry Stout asked Mr. Lipps if the projects would be completed in 2008 or 2009, as these projects have been on the priority list for some time. Mr. Lipps stated that the design for the projects would probably be completed in 2009. Mr. Stout was concerned that the beacon light would fail prior to receive FAA funding. Mr. Lipps stated that there was money in the budget for an emergency repair if that were necessary.

The board members agreed that they would support the capital projects as presented in the memorandum on the condition that they be designed and completed as soon as possible.

## **VII. Audience Comments**

There were no comments from the audience.

## **VIII. Reports, Suggestions & Requests**

Mr. Riger commented on the economic development at the airport to generate more revenue in order to complete more upgrades and repairs at the airport. Mr. Lipps stated that he had several interested parties for the SE Quad and also mentioned Neil Tomlinson's expansion and the construction for FBO 2.

Mr. Riger asked about the City constructing corporate hangars, which are 80% funded by FDOT. Mr. Lipps stated that this was not currently under consideration.

Mr. Lipps spoke briefly about the electronic gates at the airport and informed the board that a possible upgrade to the gate would be implemented to allow for the heavy traffic. He informed the board members that the gate access cards would still work on both gates at the airport.

Mr. Stout asked about Sunrise's fuel farm location. Mr. Lipps stated that the original site chosen by Sunrise conflicted with the helipad site and also with a competing tenant. He informed Sunrise that another site had to be chosen for the fuel farm.

Mr. Stout further suggested that the staff working the control tower be invited to attend the Aviation Advisory Board meetings, as the board would like to be able get their input on the happenings at the airport.

**VIII. Adjourn**

After no further business, Mr. Volenec asked for a motion to adjourn. The meeting adjourned at 8:05 p.m.

Respectfully submitted

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Larry Volenec, Chairman

Attest:

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Tiffani Siegel, Recording Secretary