

Proceedings of a special called workshop of the Palatka City Commission held on the 16<sup>th</sup> day of July, 2002.

PRESENT:	Mayor	Karl N. Flagg
	Commissioner	Mary Lawson Brown
	Commissioner	Hernan Azula
	Commissioner	James Norwood, Jr.
	Commissioner	George E. Sanders

Also Present: City Manager Allen R. Bush, City Attorney Donald E. Holmes, City Clerk Betsy Jordan Driggers, Finance Director Ruby M. Williams, Police Chief Gary Getchell, Planning Director Adam Mengel, Airport Lineman Donna Franklin.

Mayor Flagg called the meeting to order at 6:00 p.m. and read the following call:

July 11, 2002

TO MESSRS: MARY LAWSON BROWN, HERNAN AZULA,  
JAMES NORWOOD AND GEORGE SANDERS:

You are hereby notified that a special called meeting of the City Commission is called to be held at the regular meeting place of City Hall, 201 N. 2<sup>nd</sup> Street, Palatka, Florida, at 6:00 p.m., Tuesday, July 16, 2002.

The purpose of the meeting is to discuss the Kay Larkin Airport Master Plan Update, Chapters 1 & 2, and to hear public comments about Kay Larkin Airport.

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

We acknowledge receipt of a copy of the foregoing notice of a special meeting this 16th day of July, 2002

/s/ Mary Lawson Brown  
COMMISSIONER

/s/ Hernan Azula  
COMMISSIONER

/s/ James Norwood, Jr.  
COMMISSIONER

/s/ George E. Sanders  
COMMISSIONER

Mayor Flagg asked the Commission to hold questions until the end of the presentation.

Mr. Bush introduced Robert Barnhart with HTA, Airport Consultants, who will be making this presentation on their behalf. This update is required by FAA/FDOT every five years. This is the first of four public hearings.

Bob Barnhart, HTA, said the Airport Master Plan (AMP) Update is required by the FDOT and FAA in order to participate in the work program. Sometimes this update takes a year to perform. It is a total participation project and should include public input. He has 14 years of experience in aviation development, commercial and otherwise, and is Director of Aviation Planning for HTA. He noted that an information package on today's meeting is available for participants and spectators.

AMP Project Elements outline how the plan update is being approached. It is broken down into eight sections; he looks at this at a 'pyramid approach'. The first Chapter looks at current facilities and operation. Chapter 2 deals with Forecasts and the direction the airport will take in the 5 – 20 years; there are different methodologies of forecasting. Maps show existing facilities. Today they will also discuss airport alternatives; the FAA has a 'running list' of 14 alternatives that must be reviewed in order to perform a number of major tasks that may be presented in the AMP. Finally, the Capital Improvement Program outlines what they plan to do, the cost, and when they anticipate making the improvements. The FAA and FDOT will be looking at two primary components: the Capital Improvement Program and Airport Layout Plan, or alternatives.

Mr. Barnhart gave a PowerPoint presentation on updates to Chapters 1 & 2 (filed), showing the existing airport layout and zones and proposed alternatives. Also included is a schedule of meetings, which they have scheduled about 2 months apart. They will go through a final public information meeting to get comments on the final document before submitting the final proposal to FAA/FDOT. They need to update the FDOT/FAA as to inventory as this is a publicly owned, publicly financed airport. They have to have assurances that the public will have access to its use. This airport is part of the International Airport Support System; however, they do not have commercial traffic. The primary purpose of this airport is transportation. As to the inventory chapter, they are using 2001 as a base year. Airport operations have been dramatically altered as a result of 9-11, but airports in Florida have actually seen increased activity, which accounts for some volatility in the Forecasts chapter. In researching the previous 1994 Master Plan, they forecast the number of operations at 42,000 by the year 2002, which is only 1500 off from the actual number. If not for 9-11, they would have surpassed that figure, but as of now they are pretty much on target.

As to forecasts, he has used a number of different methodologies. The first is FAA projects, which is relatively conservative and one of the lowest. The next is FASP, or Florida Aviation System Program, which is FDOT's methodology. The FAA's is based on national statistics and trends; FASP is based on regional as well as statewide trends, and is more accurate. The next methodology is linear regression, based on population for Putnam County, and is the highest forecast available. Last is multiple regression, which is based upon operations and tends to bounce around. Mr. Bush said they used linear progression in the previous forecast, which seems to be the best method. Multiple regression doesn't work for Putnam's growth rates, because many of their aircraft are from other counties. After discussion, Mayor Flagg said they should be consistent and use the linear regression method, unless there is an overwhelming reason not to. They should stay with what works. Mr. Bush said the City has high hopes that greater growth will take place. Commission consensus to use linear regression. Mr. Barnhart said by using these methods, they can easily justify the higher figures to the FAA. As of this point forward in his report, he will be using the linear regression figures. This will help them determine aircraft figures for the next 5, 10 and 15 years. Five years out aircraft will increase by 10 to 87; ten years out another 10 aircraft for a total of 97; and 20 years out it will increase by 20 for 117 aircraft. As to annual operational forecasts, for the next five years, beginning at 40,000 they will go up by 7,000, and another 7,000 at 10 years out. At 20 years out they will go up another 14,000 above that.

The next meeting will address the next chapters, which will cover facilities requirements as well as airport alternatives. He will be analyzing the number of operations increases and its impact on the airfield. They will look at pavement, electrical, signage and navigational aide needs, as well as buildings, tie-downs, hangars, T-hangars, etc. An air-traffic control tower may be somewhere off in the distance future. It is cost-beneficial around 120,000 operations. Commissioner Brown said if they are looking at becoming a trade free zone, they would need to have a control tower. Mr. Barnhart said there are other counties with an untowered airport that are trade-free zones. He does not believe a tower is a requirement, as that would put everyone operating under 120,000 operations at a distinct disadvantage. At around 120,000 operations they will do a 'cost-benefit analysis' that entails a lot of considerations. If the FAA decides it is a high priority to get Palatka a tower, they will. A tower gives them a lot more control, which is important to them since 9-11. They are pushing anything to do with safety and security. That is something they will be watching for feasibility within the next 20 years. At this time, FAA doesn't pick up any development costs; FDOT will pick up 80%. The FAA will support operations costs.

Mr. Barnhart went on to say he will be looking at runway taxiway maintenance and improvements, security fencing and signage to discuss at subsequent meetings. If the Commission has a specific need they would like him to research, he will be glad to do it.

Mr. Bush said the Commission heard a presentation from a firm that specializes in economic development for airports, whether they want to concentrate on having an industrial park, a port of entry operation, etc, and asked if they get into that in the Master

Plan. Mr. Barnhart said they get into specific areas of development depending upon developmental needs. That may be outside of the operational scope. It would be their incentive to provide a landside access, utilities and infrastructure for industry and business development. He has done those studies. Per the question, air taxis and shuttles are not in this scope; the 'reliever status' programs have been removed from the FAA program. Mr. Bush said St. Augustine received a reliever status a few years ago; they may have been one of the last ones. Commissioner Brown asked for a list of businesses that stem from airport development. Mr. Barnhart said they are almost unlimited; he used Kissimmee and a man who paints large sea murals as an example of a person who is building hangars there. Anyone with a need to transport items will qualify. Mr. Bush asked if basic transport or port of entry status would be incorporated into this plan, or would that be a separate economic development plan. Mr. Barnhart said if it is going to be based at the airport, it is a good idea to put it in the master plan. If the free trade zone is going to be located in Palatka, it will still have an impact on the Airport. Mr. Bush said he would like to see some coordination with the Chamber of Commerce, also, due to the new Enterprise Zone designation and Champion Community designation Palatka enjoys. There are two industrial parks located next to the airport. They are physically tied into the airport with utility access. There is also access property set aside for the business park. The Chamber has done conceptual master plan drawings. One belongs to the City and one to the County, but they are combined on the Chamber's conceptual drawing. It is the City's interest to tie in airport access to these parks. Mr. Barnhart said generally, if the infrastructure is there, it gives the airport a development advantage as far as cost and benefits. Mr. Bush said they have also overcome future runway extensions, and they need to be sure that is incorporated. Commissioner Brown asked him to look into shuttles and enticing UPS or FedEx to come in. Mr. Barnhart said there are a number of aviation groups that are doing shuttles. As to UPS or FedEx, it depends upon how they operate. FedEx did use small caravans but has replaced a lot of that with their ground service.

Mr. Barnhart recapped the items he will be looking into for the Commission: Aviation shuttles, cargo connections, list of aviation-related businesses (national and international), discussions with Chamber of Commerce on Enterprise Zone designation and business concepts and city/county industrial parks, and runway extensions. Commissioner Brown asked if he can add a way for Palatka to connect to larger airports to take cargo overflow for offloading; they are four-laning all roads going into or out of Palatka. Mr. Barnhart said many times trucking and aviation work in tandem, but sometimes they will also compete. Also, airports almost compete with each other for commercial service carriers.

Mr. Barnhart concluded his presentation. Commission consensus to hold the next public meeting on August 22, 2003 at the next regular meeting.

#### PUBLIC INPUT:

Thomas Stillwell, III, said he has been flying since 1982. He asked if it would be better if the airport were privately operated rather than city operated. Most airports are run by a Fixed Base Operator (FBO). He does not know if the City could take the liability if he purchased a twin-engine airplane to run a shuttle out of the airport. He could leave it there and the City could take care of renting it out. Mr. Bush said previously they had a FBO at the airport, but that was a nightmare for the City. Mr. Barnhart said he has not had experience with a jurisdiction renting other people's aircraft out for them. Traditional FBO's handle fueling, aircraft servicing, tie-downs and the like. He has seen both positives and negatives on private vs. public airport operations. It depends upon the competition and whether there is multiple-level FBO service. Smaller airports tend to be publicly run because it's easier to put one or two people out there to maintain the facilities, watch aircraft, pump fuel, etc. Mr. Bush said there are private FBO's all over the airport, such as parachute operations, maintenance operations, and there could be a charter flight operation if someone wants to start one up. Mr. Stilwell said he took flying lessons at the Palatka Airport and received his pilot license there. He does not know if that is possible anymore. There was a shuttle service and a glider club. They don't have those things anymore. There is no general aviation for the citizens of Palatka. He understands they want to bring in other people for growth, and he is all for that, but there is a decrease in usage for Palatka people. His son has aviation interests and there is

nothing for him. He dealt with an individual at another airport who did all those things as a business. Mr. Bush said if someone wants to operate such a business at this airport, they would encourage that. Many FBO's use the airport to their own means but never put any money into it, and the City can work with FAA and FDOT in development of the airport. This set-up has worked very well for all concerned. It is their experience that private FBO operation of hangars and fuel has been dismal. In fact, there would be no hangars if it weren't for the City's operation of the airport. Mr. Barnhart said many airports have changed their operations due to the same reasons. It gives the public entity more control. Mr. Bush said the City doesn't want to regress 20 years by going back to the old system.

Commissioner Azula said in discussions he has had with the public, he understands the airport was being operated more efficiently 20 years ago than it is being operated now. He hears a completely contradictory story. He doesn't care how it is run as long as it is profitable and benefits everyone in Putnam County. Per the question, Donna Franklin, lineman with the Airport, said the airport does have 77 local airplanes and 14 hangars; all are occupied with the exception of 3, which will be occupied shortly. Mr. Bush said it was cheaper to run the airport 20 years ago, but no improvements were being made. The runways were run down, there was no lighting system, and everything else that they did have was also getting run down. There are fixed based operators out there now, but the City is running the day-to-day operations of the airport.

There being no further comments or input to discuss, the meeting was adjourned upon a meeting by Commissioner Brown, seconded by Commissioner Norwood, at 7:15 p.m.

---

CITY CLERK

---

MAYOR