

DeFuniak Springs Airport Advisory Committee
Regular Meeting
August 18, 2015

The following members were present: Chairman Terry Dawkins, Committee members: John Hall, and Keith Rowland, Airport Services Supervisor Ryan Adams, City Manager Sara Bowers, and City Clerk Loretta Laird. Committee members Carl Everitt and Sherrion Holmes were absent.

Chairman Dawkins called the meeting to order at 9 a.m.

Meeting Minutes

June 16, 2015 regular meeting minutes

The June 16, regular meeting minutes were presented for approval.

Committee member Hall made a motion to approve the minutes as presented, seconded by Committee member Rowland. Motion carried 3-0.

July 21, 2015 regular meeting minutes

The July 21, 2015, regular meeting minutes were presented for approval.

Committee member Hall made a motion to approve the minutes as presented, seconded by Committee member Rowland. Motion carried 3-0.

Citizen Comments

John Collins, AVCON aviation consulting firm representative, discussed the DeFuniak Springs Municipal Airport weather data not accessible on the Federal Aviation Administration (FAA) website or the National Oceanic and Atmospheric Administration (NOAA) website. Collins stated he would provide the website information to Airport Services Supervisor Ryan Adams for his information.

Chairman Terry Dawkins

Discuss RFQ for Engineering firm change

Chairman Dawkins stated he has been approached for the city to reconsider their current airport engineering firm and to recommend to the city council a request for qualifications to be submitted for general aviation engineering firm qualifications.

Committee member Hall made a motion to recommend to the city council to request for general aviation engineering firm qualifications be considered for the DeFuniak Springs Municipal Airport, seconded by Committee member Rowland. Motion carried 3-0.

Discussion occurred relating to the city's current primary engineering firm, AECOM, formerly known as URS, and Baskerville-Donovan being the secondary firm. City Manager Bowers stated both firms would be eligible to submit their RFQ for the municipal airport engineering services and with the council negotiating with the top firm. Further discussion occurred relating to AECOM, who has been the city's airport engineering firm for the previous five years and allowing another engineering firm the ability to submit their qualifications to the city for the council's consideration.

Gulf Power Site Certification Sign Location

Discussion occurred relating to the proposed sign location announcing the municipal airport as a Gulf Power Certified site.

The committee came to a final recommendation to install the Gulf Power Site Certification signage at 35 U.S. Hwy. 90 West or Gene Hurley Road with a modified sign stating "DeFuniak Springs Municipal Airport". Chair Dawkins stated he would present the U.S. Hwy 90 West location to the council at the August 24, 2015, regular council meeting for their consideration.

Airport Services Supervisor Ryan Adams

Airport Marketing and Advertising

Airport Services Supervisor Ryan Adams provided information on a postcard mailer to aircraft owners within Bay, Okaloosa, and Walton Counties with the cost being approximately \$245 plus the design fee. Adams further discussed a regional postcard mailer to aircraft owners within Little Rock, AR, Memphis, TN, Houston, TX, and Atlanta, GA that will cost approximately \$2,450 plus the design fee.

Discussion occurred relating to airport marketing being included in future budgets and having the mailer designed in-house versus outsourcing the design..

Airport Advisory Committee Update

Airport Services Supervisor Ryan Adams discussed the current hydraulic door project, which has a malfunctioning hydraulic cylinder that will be replaced under the provided warranty. Adams stated a pre-construction meeting was held on July 23, 2015, in reference to the 100-low lead fuel storage tank replacement. The project is scheduled with a 120-day design/build phase and a 30-day installation phase. The substantial completion date is scheduled for December 20, 2015.

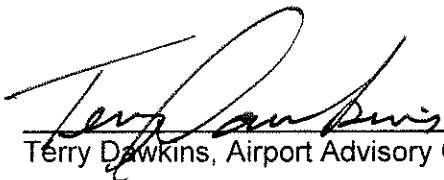
Adams stated the runway safety area improvements project specifications have been redefined and should have approval from the city council at a special meeting scheduled for August 18, 2015.

Adams indicated he has received some additional news relating to Marvel of Flight 2016. Adams stated Walton County Tourist Development Council (TDC) will allow appearance fees to be reimbursed by 50-percent. The cost for the Mohawk OV-1D "The Flying POW/MIA Monument" is \$6,000 with \$3,000 being reimbursable.

Deputy City Clerk Lisa Gierlinski noted Committee member Sherrion Holmes will be resigning from the committee.

There being no further comments from staff or committee members, the meeting adjourned at 10 a.m.

Approved this 15th day of Sept., 2015.


Terry Dawkins, Airport Advisory Committee Chairman

ATTEST:


Loretta A Laird, City Clerk