

DeFuniak Springs Airport Advisory Committee
Regular Meeting
December 20, 2016

The following members were present: Chairman Terry Dawkins, Committee members: John Hall, Tommy Ayers, Keith Rowland, and Airport Director Ryan Adams. Vice-Chair Carl Everitt, City Clerk Loretta Laird, Interim City Manager Tilman Mears and Assistant Public Works Director Craig Drake were absent from the meeting.

Chair Dawkins called the meeting to order at 9:04 a.m.

Citizen Comments

Beth Kirkland, BRPH representative, discussed her company, which is an architectural engineering aerospace firm working in partnership with AVCON Engineering group.

John Collins, AVCON, Inc. representative, was present at the meeting.

Meeting Minutes

October 18, 2016 – Regular Meeting

The October 18, 2016, regular meeting minutes were presented for approval.

Committee member Ayers made a motion to accept the minutes as written, seconded by Committee member Hall. Dawkins: Aye; Committee member Hall: Aye; Committee Member Ayers: Aye; Committee Member Rowland: Aye **Motion carried 4-0.**

November 15, 2016 – Regular Meeting

The November 15, 2016, regular meeting minutes were presented for approval.

Committee member Hall made a motion to accept the minutes as written, seconded by Committee member Ayers. Dawkins: Aye; Committee member Hall: Aye; Committee Member Ayers: Aye; Committee Member Rowland: Aye **Motion carried 4-0.**

Request to be on the agenda

Runway Extension project – John Collins, Avcon, Inc.

John Collins, AVCON, Inc. representative, discussed the runway extension justification study project being revisited by the FAA and having a new justification study being submitted to the FAA for the minor discrepancies that are located within the current 2012 DeFuniak Springs Municipal Airport master plan and the 2014 DeFuniak Springs Municipal Airport layout plan. Discussion occurred relating to a critical aircraft study being conducted in conjunction with the runway extension justification study project. There was no action taken at this time.

Airport Director Ryan Adams

FDOT Aviation Office Survey: CTAF (1228) Congestion

Airport Director Ryan Adams provided the current Florida Department of Transportation's CTAF/UNICOM airport frequency study. Adams stated the DeFuniak Springs Municipal Airport is currently using the 122.8 MHZ CTAF airport frequency, which is causing some communication congestion and frequent overlapping communications from aircraft. Adams recommended changing the city's CTAF/UNICOM frequency to the 123.05 MHZ CTAF airport frequency.

Committee member Ayers made a motion to recommend to the city council to change the DeFuniak Springs Municipal Airport (54J) CTAF airport frequency from 1228.8 to 123.05, seconded by Committee member Hall. Dawkins: Aye; Committee member Hall: Aye; Committee Member Ayers: Aye; Committee Member Rowland: Aye **Motion carried 4-0.**

Adams stated he will present the request to the city council at the January 9, 2017, regular meeting.

Airport Rates and Fees Policy

Airport Director Ryan Adams presented a draft rate and fee policy for the DeFuniak Springs Municipal Airport. Adams stated the monthly and annual rental rate for vehicle storage is being proposed to be increased from the current rate is \$25 per month or \$250 annually and the proposed new rate of \$30 per month or \$360 annually. Adams continued effective January 1, 2017, a standard tie-down rate of

\$10 per night or \$50 monthly would be administered regardless of airport vehicle storage tenant status. Adams further stated the community hangar space rates have changed.

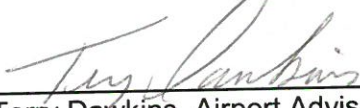
Committee member Rowland made a motion to recommend to the city council to allow the commercial lease agreement for hangar 627 at a five-year term, with a monthly rate of \$800, and no deposit, seconded by Committee member Hall. Rowland: Aye; Ayers: Aye; Hall: Aye Motion carried 3-0 with Everitt recusing himself.

Airport Supervisor Report

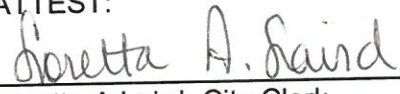
Airport Services Supervisor Ryan Adams provided an update relating to airport activities. Those activities included a site visit from Rebel Services, LLC, to perform repairs and an inspection to the 100LL storage tank. Adams further stated the Jet-A truck delivery date is December 20 2016, aviation fuel sales have increased for a combined total of 8 percent, the current t-hangar occupancy rate is 100 percent with the box hangar occupancy rate at 100 percent. Adams further discussed the electrical infrastructure improvements task order was approved by the city council on December 12, 2016, and the Automated Weather Observation Service (AWOS) inspection taking place on December 8, 2016.

There being no further comments from staff or committee members, the meeting adjourned at 10:28 a.m.

Approved this 17th day of January, 2016.


Terry Dawkins, Airport Advisory Committee Chairman

ATTEST:


Loretta A Laird, City Clerk