

CITY OF DEFUNIAK SPRINGS
AIRPORT ADVISORY COMMITTEE
JULY 16, 2019
9:00 AM

The regular meeting of the Airport Advisory Committee was called to order at 9:00 a.m. by Chairman Terry Dawkins.

The following committee members were present: Chairman Terry Dawkins, Tom Baker, Bill Imfeld, and Jack Owen. Also, in attendance were City Manager Mell Smigielski, Assistant Jim Gierlinski and Deputy Clerk Cindy Permenter. Tommy Ayers was absent.

Business Items:

Election of Chairman:

Chairman Terry Dawkins opened the floor for nominations for the Chairman position. **Jack Owen nominated Terry Dawkins. Seconded by Bill Imfeld. Ayes 4, Nays 0.**

Election of Vice-Chairman:

Chairman Terry Dawkins opened the floor for nominations for the Vice-Chairman position. **Jack Owen nominated Bill Imfeld. Seconded by Tom Baker. Ayes 4, Nays 0.**

Airport Courtesy Car Policy:

Chairman Terry Dawkins brought up the need for a policy for the use of the airport courtesy car. Guidelines need to be set. Much discussion around the 5-mile radius, a two-hour time limit, proof of insurance, a log-in and log-out sheet, inspection upon log-in and log-out.

Jack Owen made a motion to approve an airport courtesy car policy to include a log-in and log-out time, a copy of proof of insurance, mileage log-in and log-out maintenance log. Seconded by Tom Baker. Ayes 4, Nays 0.

Liberty Partners of Tallahassee, Tim Parsons:

Skipped 4D on the agenda (John Collins, AVCON) until after a teleconference call with Tim Parsons of Liberty Partners. Mr. Parsons introduced himself. He stated background information on himself and the firm Liberty Partners. He stated many projects that his firm has been involved with and many agencies that Liberty Partners have worked with in the Panhandle. He believes one of the first things that needs to be resolved is the Gene Hurley Sports Complex relocation for the runway expansion. He gave all his contact information to Mr. Smigielski and his phone number to the committee. He offered to answer any questions that the committee might have. There were no questions. He looks forward to meeting the committee members soon.

AVCON Update:

Terminal Development Project Update:

John Collins of AVCON stated this project includes a 6000 square foot terminal, 12000 square foot hanger for storage, apron expansion, a new fuel barn. This project represents 3.2 million over three years. The first year has already been funded so there are two more years to be funded. The funds are issued every July. The key is to get the terminal built. More information to come next month.

Runway Extension Development, Airport Layout Update and Gene Hurley Road Alignment:

John Collins explained how all three of these items are intertwined. It is a federal requirement for the runway extension environmental assessment be completed by the FAA in order to obtain authorization for the project to move forward. The runway length has been approved. The relocation of the Gene Hurley Sports Complex, the property transfer from city to airport are a few of the items that need to be completed before June 2020. Mr. Collins discussed how some portions of the items are ready for next step, some are not near the next step. He also discussed the processes that have been done and even the process of items that need to be done. Mr. Collins will keep the committee updated. Mr. Collins opened the floor for questions.

Mr. Jack Owen asked for a Gant Chart to see how all items intertwine. Mr. Smigielski stated that he has something that Ryan Adams had submitted to him that might help. Mr. Mell will send to John so that he will be able to modify it with the updated information.

Mr. Tom Baker asked if there was any thought to utilize a different path. John stated he could investigate an alternate path/alignment. He would send a pdf of the plan to the committee.

Chairman Terry Dawkins thanked John Collins for coming to talk with the committee. John stated to call or email him anytime with any questions or comments.

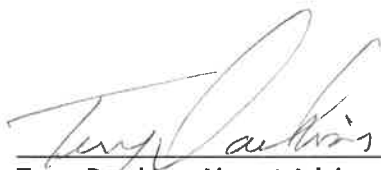
Committee Comments:

Tom Baker had no further comments. Bill Imfeld just found out this morning that Ryan Adams was no longer at the airport. He had some demographics and other information for Ryan. Mr. Imfeld wanted to know who is the contact point at this time? Mr. Smigielski is receiving Ryan's email and Jim Gierlinski is handling the staff. Mr. Smigielski will check on the DEO Rural infrastructure grant (Job Growth Grant) that Mr. Imfeld was talking about. Jack Owen had no further comments. Mr. Smigielski stated Darryl Centanni had an interest in being the FBO of the Airport. John Collins stated that the FAA may require the city to advertise. He will check with the FAA and let Mr. Smigielski know what he finds out.

Bill Imfeld made a motion to adjourn. Seconded by Jack Owen.

Chairman Terry Dawkins adjourned the meeting at 9:54 a.m.

Approved this 19th day of November, 2019.



Terry Dawkins, Airport Advisory Committee Chairperson



~~Bill Imfeld, Airport Advisory Committee Vice-Chairperson~~
Cynthia S. Permenter, Deputy City Clerk