

CITY OF DEFUNIAK SPRINGS
AIRPORT ADVISORY COMMITTEE MINUTES
COUNCIL CHAMBERS
OCTOBER 15, 2019
9:00 a.m.

The regular meeting of the Airport Advisory Committee was called to order at 9:01 a.m. by Chairman Terry Dawkins.

The following committee members were present: Chairman Terry Dawkins, Committee members: Bill Imfeld, Jack Owen and Tom Baker (arrived at 9:15). Also, in attendance were City Manager Mell Smigielski, Public Works Assistant Jim Gierlinski, Airport Director Matthew Overton and City Clerk Maryanne Schrader. Committee Member Tommy Ayers was excused.

CITIZEN COMMENTS

Chair Dawkins asked for comments. Gib Minor, President of Gulf Coast Aeronautical Services, LLC introduced himself. He mentioned his main office is in Sanford and has a flight training school in Freeport. They provide help with military transitions for those leaving active duty and pursuing a career in aviation and provide training. He is interested in bringing his flight training to DeFuniak. He has submitted his letter of intent with the FAA to provide a 141 school and training facility.

In response to concerns Mr. Minor had in the past, Terry Dawkins said they do not perform annuals or painting of aircraft at this airfield because of safety concerns. He also stated the planes must be in flyable condition. Mr. Minor is happy with the situation as it is now. Chair Dawkins asked about his requirements, and Mr. Minor replied he is interested in the corporate side. He wants a Part 142 school and is hoping to bring a full motion simulator in the future which would preclude him having to go to Orlando. Airport Director Matthew Overton said he has a facility that they could turn into an operations area. Chair Dawkins asked him to put his plan together and bring it to Matt and the committee for review.

Chair T. Dawkins asked Airport Director Matthew Overton to introduce himself, and the committee introduced themselves, as well.

Item B4. – Rental Car Procedures and Policy Approval - Airport Director M. Overton voiced his concerns about the rental car and procedures. He said it cannot be taken earlier than two hours. He said Enterprise is available for everyone.

Committee member B. Imfeld talked about the five-mile radius. He spoke about the distance to the Industrial Park and Mossy Head for meeting purposes. He mentioned that M. Overton could grant a waiver on a case by case basis.

Motion by B. Imfeld and seconded by J. Owen to use the courtesy car including a five-mile radius that may be waived at the Airport Director's discretion or approved personnel. All ayes. Motion carried.

Item B1. Airport Director M. Overton introduced the next topic: Hanger Maintenance Complaint (from Jack Tyler AKA: JTEC/MTZ Solutions)

Airport Director M. Overton passed the complaint and briefed the committee on several incidents he has had with Mr. Tyler. He said he received a call from the ATC at Eglin and stated they had a lost airplane. They gave him the tail number and asked if it had landed. He located Jack Tyler, and he told him he came in on an IFR (Instrument Flight Rules). M. Overton told him the ATC was looking for him since he did not close out his flight plan. In addition, he added that Mr. Tyler claimed that we broke the antenna off his plane. M. Overton explained that our guys had opened all the ventilation during the threat from the last hurricane. A chain was hanging down which resulted in the broken static wick. Mr. Tyler's claim for replacement is \$126.50. M. Overton also mentioned that his mailings have been returned as undeliverable which includes billing. He verified with Mr. Tyler that the address was accurate.

Chair T. Dawkins said it was Mr. Tyler's responsibility to move and handle his aircraft. He does not think we are responsible. The committee agreed.

Motion by Committee member J. Owen and seconded by Committee member T. Baker to deny the claim. All ayes.

Airport Director M. Overton discussed the purchase of a 100 Low Lead fuel truck to assist customers. Chair Dawkins mentioned there is liability, but it is a good service. M. Overton said he could look into a GSA or surplus truck from the Air Force, if it is available. There was discussion on whether it is feasible to get a surplus truck. M. Overton added with the expansion of the airport, it will be used.

G. Minor came forward and stated that Eglin has DMRO or GSA has surplus vehicles. There is a website for bidding options. M. Overton said he will bring back numbers.

Item 43. Airport Director M. Overton talked about account cards (Preloaded credit cards for extra discounts) – he would like to end the program. No one knew how the cash card process was started.

Motion by J. Owen and seconded by B. Imfeld to terminate the program. All ayes.

5. Rules and Regulations, Bi-Laws, and Airport Ordinances; Publication on Airport Web Page
Airport Director M. Overton talked about standardization on the web page. He passed around a flyer and said he would like it on the webpage in .pdf form with pricing information. He suggested adding a tab for Economic Development. Committee member B. Imfeld agreed and would like the information to add to the County website. Discussion ensued regarding the difficulty in locating airport information on the website. They discussed making it user-friendly and coordinating with Chris to update the website.

G. Minor said a web .URL specific to the airport would be nice, so people could locate the information quickly. The committee agreed it would aid in economic development.

Item B2. Airport Director M. Overton asked John Collins of AVCON to come forward to provide an update on airport development and improvements. Mr. J. Collins recommended having a follow up meeting to address funding projects with Liberty Partners, the State Representative, and key players to discuss issues and the need to spend the allocated funds. The runway extension program is one that needs to be addressed. He stated it could be one project or phased over several projects. M. Overton said that he spoke to Quentin and Vanessa, the FDOT representatives, and the take away is that DeFuniak Springs has quite a bit of money on the books that we have not spent. If we do not use it, we could be delayed five years. He also informed the committee that we will be audited this year. J. Collins added it will be a financial audit – 80% will be the accounting piece. M. Overton said he has spoken to the finance director, he can now control his own line item numbers which will help the audit.

The committee discussed the lack of a clear vision, and M. Overton talked about the Master Plan update, and M. Overton said he will ensure there is follow through.

Committee member T. Baker asked about Airport Development deadline, and M. Overton replied it needed to be done immediately.

The committee discussed funding at Gene Hurley Road, as part of the road that goes through the sports park. They discussed the FAA and FDOT said we cannot spend money if it is not one airport property, as it needs to be a complete usable property. They discussed the need to rename the grants and then spend the money, as the rules of FDOT must be followed. We will receive 1.5 million dollars, and one of the grants expires in a year. It was discussed that Gene Hurley Road needs to be moved. J. Collins added that in the long term the land needs to be converted to the airport and added the FAA must review recreational use to airport property.

J. Collins spoke of the need to put a list of projects together as part of the runway extension. He said now that we are adding the Gene Hurley Road extension in Phase 1, this bumps the budget to 10.8 million dollars to do everything. He explained the city receives 80% of funding from FDOT and 20% from FAA. The FDOT is the best source of revenue and currently the city has 3.2 million dollars for the terminal development project. Construction could start as early as July 2020. Airport Director, M. Overton added we must have the time line set with FDOT.

J. Collins said we have \$800,000 for the Fuel Farm and \$560,000 for the Industrial Park development. He mentioned that the committee should review it and list its priorities. M. Overton said it could be used for the road development with 2.56 million for paving. J. Collins said there is money for paving of 186. Liberty Partners said the 2.5 million could be used for the runway extension. The challenge is trying to keep the airport open. Committee member J. Owen mentioned the paving of 186 was on the priority list at the Council meeting. City Manager M. Smigielski said it is about 6th on the list. J. Collins said it would help with phasing, and the 2.4 million could be moved for the extension project.

Chair T. Dawkins said to put a written plan together. J. Collins recommended that the Mayor and City Manager should accompany M. Overton and he on the trip to Tallahassee. M. Overton said he will get back to the committee with a clear set of plans.

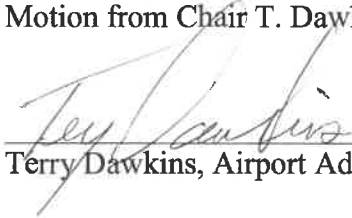
J. Collins added the architect said to put together a detailed list as the first step for the terminal development project. He passed out a copy of a spreadsheet and emphasized the preliminary space planning should be as efficient as possible. He asked the committee to review it and determine what they want the floor plan to look like. He asked them to decide such wants as whether they need a vending area, number of restrooms or whether they want a one or two-story facility. He added the grant is for a 6000 sq. ft terminal. He said to take into consideration the cost at \$275 as the average per sq. ft in this area, so the estimate is 2.1 million for 7000 sq. ft.

Chair T. Dawkins said he wants the terminal to be the jewel of Walton County. Committee member J. Owen agrees we should have what we need, if we have the money. J. Collins said we have 3.2 million from the FDOT, and that is only funding source we have. The city would have to pay for the difference. The committee agreed if the funding is in the budget, they like the two-story building concept. Chair T. Dawkins asked City Manager M. Smigielski to set up the meeting.

Airport Director M. Overton said the airport expansion project is encompassing his time and asked for his duty be removed for the "Marvel of Flight" event. City Manager M. Smigielski said Kristy at Public Works could assist. Chair T. Dawkins said it is a community event but agreed that Matt should be freed up.

Item 5. COMMITTEE COMMENTS – Committee member B. Imfeld recognized Councilman Ennis who had arrived for the meeting. Committee member J. Owens added the expansion of the airport is critical.

Motion from Chair T. Dawkins and seconded by J. Owen to adjourn. Meeting was adjourned at 10:41 a.m.



Terry Dawkins, Airport Advisory Committee Chairperson

Bill Imfeld, Airport Advisory Committee Vice-Chairperson



Maryanne Schoder, MMC
City Clerk