



**KEYSTONE AIRPARK AUTHORITY**  
**ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY**  
June 6<sup>th</sup> , 2017 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

Start 6:00pm

**\*\* MINUTES\*\***

**I. PRAYER/PLEDGE OF ALLEGIANCE-Presented by Chair Kirkland**  
**ROLL CALL – All present with exception of Donna Whitney FDOT**

**II. Public Comment** - Marketing Director, Will Beven with The FIRM announced their open house event July 22<sup>nd</sup>, 9am-4pm

**III. Swearing in of KAA City Seat # 4 (David Kirkland) & Clay County Seat (Scott Fryar) – City Mgr Scott Kornegay**

**IV. CONSENT AGENDA**

- Approval of April , 2017 Financials
- Approval of Special Meeting April 25<sup>th</sup> , 2017
- Approval of May 2<sup>nd</sup> , 2017 Minutes

**Consent agenda approved as presented.**

**Motion by: W. Wynn**

**2<sup>nd</sup> by: CPT Cater**

**All Ayes**

**V. REPORTS STATUS**

• **BILL PRANGE, URS**

- New FBO project is in the works and there will be more to report by July meeting
- T/W A Project:
  1. Design funding 90% FAA and 10% FDOT (Oct 2017 to May 2018)
  2. Construction funding in fall 2018 OR fall 2019 (90% FAA, 10% FDOT) (\$4M)
  3. Pavement Rehab (asphalt rated as poor/ very poor)- high priority FAA
  4. Correct FAA design deficiencies (direct connection to R/W, 90% end geometry, width)
  5. FAA grant application deadline June 30<sup>th</sup>, 2017.
  6. Requested that the Board conditionally approve a design task order max. \$333,333 and authorize chair/ vice to sign grant application.

**A motion was made to conditionally approve a design task order to not exceed \$333,333 and authorize chair/ vice chair to sign grant application based on the information shared.**

**Motion by: C. Rischar**

**2<sup>nd</sup>: D. Nickels**

**All Ayes**

**A motion to entertain the IFE associated with the T/W A project**

**Motion by: W. Wynn**

**2<sup>nd</sup>: S. Fryar**

**All Ayes**

• **FDOT, MS. WHITNEY-Not present**

• **CHAIRMAN, MR. KIRKLAND**

- 2016/17 Audit packets distributed. Chairman asked that Board review and come back with any questions at the July meeting when Auditor, Lon Stafford presents at July meeting.
- Board Assignments – Ms. Gall will be providing a draft version for Board members to revise.
- WOD status update – WOD had a deadline of May 12<sup>th</sup> to report zoning information obtained. Also, had a deadline of June 6<sup>th</sup> to provide the KAA with contact information regarding the Space Act Agreement. KAA Board discussed what repercussions take place from here. Mr. Blake spoke about standard process for typical eviction. Mr. Nickels suggested that we have legal counsel review and discuss the next steps.
- Tenant's gates in Security Fence – Spoke about CMA occasionally leaving electric gate opened, but Chairman spoke to Mr. Huggins and he will adhere to security policy. Also spoke about the gate to Express Air being left open. Ms. Gall will send email reminding Mr. Oehl to keep that gate closed and locked.
- Rescheduling KAA July meeting due to holiday- KAA Board agreed to reschedule to July 11<sup>th</sup>.
- Updated Board about meeting with Bradford county Zoning director, Manager & County attorney, Chip Ware, Scott Kornegay & Lynn Rutkowski. Spoke about zoning process and once KAA begins process of re-zoning. BC offered up any & all services to help in the processes. Very productive and encouraging meeting.

- Initial Zoning Workshop scheduled for June 19<sup>th</sup> @5:00pm.
- **BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE**
  - Presented an article in the Clay County Leader regarding easy base.
  - Also, spoke about an article in another Clay paper regarding Clay County revisiting Reynolds Park and the potential future development of a general aviation airport.
- **NATURAL RESOURCE CONSERVATION CHAIRMAN/ TREASURER, MR. RISCHAR**
  - Logging timeline – 2<sup>nd</sup> phase initiated about 3-4 weeks ago but had to pull off site to harvest timber damaged by recent fires. However, they should be back by the end of week. First check in the amount of \$10,173.12.
  - Balance of logging effort should be complete by end of June.
  - No more logging revenue for several years to come. Mr. Rischar will focus his efforts on re-forestation after harvesting is complete.
- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR**
  - Website update – slowly making process. Should be up and going within 4-6 weeks.
  - Reported about trees needing cut on approach ends –UPDATE
  - Stated that he will be keeping a closer monitor on security gates, in light of recent gate issues.
- **AVIATION CHAIR, MR. WYNN**
  - Keystone Sportsmens Club – Additional land lease for archery
    1. Mr. Wynn reported that he was waiting to hear back from legal regarding moving forward with a Licensing agreement.
    2. Chairman reminded the Board that the largest reason for delaying is zoning related. If the Board wishes to proceed with lease once zoning is identified, it can be discussed then.
    3. Mr. Wynn asked if any conversation had taken place with Camp Crystal re: boundary crossing. Chairman stated that we needed a map indicating those exact points of deviation.
- **SECRETARY & FACILITIES/OPS. CHAIR, MR. NICKELS**
  - Traffic Pattern Change (RW 5, RW 29)
    1. No update/ still under review
    2. Provided airport update at KH City council meeting on June 6<sup>th</sup>.
- **MILITARY CHAIRMAN, CPT ROBERT CATER**
  - Museum hosting a 600yrd shoot on June 10<sup>th</sup>.
  - UAV flying 20-23<sup>rd</sup>. Small electrical devices.
- **FBO MGR., MARIA GALL**
  - 100LL tank cleaning complete. Jet-A tank cleaning will wait to be scheduled until the new fiscal year.
  - Gearing up for mowing season.
  - Grapple ordered. Should be arriving in approximately 1week to 10 days
  - Remaining money is going towards commercial grade pressure washer.
  - Upcoming Events
    1. Civil Air Patrol event June 26-28
  - H-5 final work
    1. Scheduled for June 7<sup>th</sup> by American Gutter. Should be complete by end of week. Final pay reimbursement request will be sent in ASAP.
  - Johnny Arpen passed away. Funeral scheduled for June 24<sup>th</sup>.
- **KH CITY MANAGER, SCOTT KORNEGAY**
  - City Council Meeting outcome:
    1. The Mayor and council have requested that KAA Airport consider hiring a new auditing company or utilize The City of KH auditing company (Reddish & White).
      - a. Based on past issues, the KAA Board would like to revisit the deadline agreement with current auditing company to determine if they could meet a January deadline or closer to that provided by Reddish & White.
    2. Local state of emergency and burn ban has been removed. 4<sup>th</sup> July fireworks are back on schedule.

Adjourned: 7:50pm