



KEYSTONE HEIGHTS AIRPORT AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE HEIGHTS AIRPORT AUTHORITY

Aug. 7th, 2018 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

**** MINUTES****

Open meeting: 6:00pm

I. PRAYER/PLEDGE OF ALLEGIANCE - Delivered by Chair Kirkland

ROLL CALL - Present: Chair Kirkland, Vice-chair Fryar, David Nickels, Ron Blake, Wayne Wynn, Chad Rischar, Scott Kornegay

Not Present: Mjr William Brothers, Maria Hitt

II. Public Comment - No comments

III. CONSENT AGENDA

- Approval of June, 2018 Financials

A motion was made to accept the June 2018 financials as presented.

Motion by: C. Rischar

2nd by: W. Wynn

All Ayes

- Approval July 10th, 2018 Minutes – Not available due to technical issues. Will be available at September board meeting.

IV. Todd Falconer (Senior Program Mgr for MHD Rockland). Reported the final approval to begin receiving the P3 fleet has finally come through. First plane should be arriving no later than Oct 10th and the last aircraft coming no later than Jan. 10th, 2019. Total of 5 aircraft will be arriving to 42J. Brief discussion among Board members regarding MHD Rockland's flight training schedule as it relates to the standard GA (general aviation) traffic. The plan is to move the L188's out to the closed off runway for storage until they receive engines and props (approx.. 2 yrs). They may eventually go to Canada as fire-bomber aircraft. Mr. Falconer will update with more details as project continues.

V. REPORTS STATUS

- **AIRPORT ENGINEER - BILL PRANGE, AECOM**

A motion was made to authorize the Chairman or Vice-chairman to accept and sign the FAA grant funding for the Taxiway "A" rehab project – Construction Phase in the amount of \$3,613,927 if the grant arrives prior to the next Board meeting.

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

- Ms. Hitt and Mr. Prange will be scheduling at least 2 tenant meetings in October to discuss the upcoming T/W project and the impacts of aircraft movement throughout construction phase.
- FBO Project Update – Advertising date of Aug. 23rd, 2018, Pre-bid date of Sept. 4th, Sept. 20th

- **FDOT, MS. WHITNEY**

- Supplemental Joint Participation Agreement (JPA) #3 – New Terminal Bldg.

A motion was made to accept the JPA #3 for New Terminal Bldg. Project in the amount of \$ 134,000.00.

Motion by: C. Rischar

2nd by: S. Fryar

All Ayes

- **CHAIRMAN, MR. KIRKLAND**

- Approved 2018 / 2019 Budget from July 25th, 2018 Budget Workshop

A motion was made to accept the 2018/19 Budget as presented.

Motion by: W. Wynn

2nd by: D. Nickels

All Ayes

- Military surplus/ 3 phase generator – Mr. Wynn will be going out to the surplus center to inquire about a surplus unit that might be available. Need to confirm the load requirements for fuel farm from Ms. Hitt.
- JC Haunted Trail – Chair Kirkland walked back through the land used for trail and found much more material/ trash than expected to be cleaned up. Ms. Hitt will be communicating a deadline for clean-up with

- Signs for low profile barricade on TW “A” – Chairman Kirkland inquired whether the airport can place informational signage indicating upcoming barricade on T/W “A” (depression area). Mr. Prange indicated the only materials to be used on taxiway indicating a barricade should be below 18” along with lighting. More discussion about possible improvements for barricade while complying with FAA recommendation.
- Reminder of Ethics training on Aug. 24th in Lake Butler. Confirm with Ms. Hitt your RSVP

- **BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE - nothing to report**
- **NATURAL RESOURCE CONSERVATION CHAIRMAN/ TREASURER, MR. RISCHAR – nothing to report**

- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR – nothing to report**
- **SECRETARY & AVIATION CHAIR, MR. NICKELS**
 - Effects of lightening on airfield – discussed the items that have been struck by lightning this past season (AWOS, Beacon, airfield lighting, gates, fueling area). He inquired if there is anything we can do or install as a preventative measure to reduce the occurrences of equipment damage? Mr. Prange discussed that FDOT funded a lightning arrester that was installed at Gainesville about 2 years ago as a test. It was installed on 2 circuits and cost approximately \$40k. He discussed that this is an issue with most airports and unfortunately there is no simple fix. Mr. Prange will report back

- **AVIATION FACILITIES/OPS. CHAIR, MR. WYNN – nothing to report**
- **MILITARY CHAIRMAN, MJR BROTHERS – Not present**
- **AIRPORT MGR., MARIA HITT – Not Present**
 - Agenda items tabled. Will be presented at Sept. Board Mtg.
 - **KH CITY MANAGER, SCOTT KORNEGAY** – Mr. Kornegay updated the Board that he was able to talk to Congressman’s Yoho’s Chief of Staff at an event last week about the funding for the generator project for the new FBO. He feels, based on his feedback, the project request did not leave Congressman’s office. Mr. Kornegay will continue working on multiple political levels to push request through. Chairman offered for the airport to provide a letter of request to help support in the effort.
 - City Council approved an event for Halloween, all sponsored by The Lions Club.

Meeting closed: 7:06pm

Approved by:

Secretary

Attest by:

Maria Hitt