



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

Sept. 5th , 2017 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

**** MINUTES****

Start: 6:00pm

I. PRAYER/PLEDGE OF ALLEGIANCE- Given by Chairman Kirkland

II. ROLL CALL: All Present

III. Public Comment - None

IV. CONSENT AGENDA

- Approval of July, 2017 Financials
- Approval Aug. 1st, 2017 Minutes

Motion to accept consent agenda as presented

Motion by: S. Fryar

2nd by: W. Wynn

All Ayes

V. REPORTS STATUS

• **BILL PRANGE, URS**

- Accept FDOT funding and approve a Resolution for airfield pavement markings work: SJPA #1, FPI 440353—1-94-18, additional \$120,000, FDOT Contract G0I86.

A motion was made to accept the SJPA and approve Resolution

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

- Supplemental Task Authorization (STA) #13 for Design and Construction inspection of Airfield Pavement Markings in amount of \$21,000.

A motion was made to accept STA #13.

Motion by: S. Fryar

2nd by: CPT Cater

All Ayes

• **FDOT, MS. WHITNEY**

- Accept Supplemental Joint Participation Agreement and approve Resolution for additional funding on New Terminal project **FP # 411572-6-94-18** for \$250,000.

A motion was made to accept the Supplemental Joint Participation Agreement FP# 411572-6-94-18.

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

- Accept Joint Participation Agreement and approve Resolution for AWOS repair grant.

A motion was made to accept JPA and approve Resolution in amount of \$50,000.

Motion by: S. Fryar

2nd by: W. Wynn

All Ayes

• **CHAIRMAN, MR. KIRKLAND**

- Board Job Descriptions – final will be distributed by Ms. Gall.
- Clay Electric Coop called and requested a staging area for vehicles and equipment for hurricane. Chairman is working with CEC representative on a location. The FIRM stated that they would offer open area on their leased land for any hurricane storage.
- Reported that the Summary Judgement filed by Pipeline's attorney asserting that the Keystone Airpark Authority is not a legal entity was denied by Judge Don Lester.

• **BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE**

- Nothing to report

• **NATURAL RESOURCE CONSERVATION CHAIRMAN/ TREASURER, MR. RISCHAR**

- Air Ops Oct 27-29, 2017 – asked for any sponsorship opportunities. 4-5 participants this year.
- Phase I logging debris clean up – Suggests that the best approach is to mulch and leave on property. Ms. Gall requests that Mr. Rischar provide her with Scope of Work once created.

- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR**
 - Web-site update – went live last Friday. Not fully populated, but work in progress. Very happy with results so far.
- **SECRETARY & AVIATION CHAIR, MR. NICKELS**
 - FDOT Annual Airport Inspection scheduled – Sept. 25th @ 12:30pm. Mr. Nickels recommends that we post this date so that multiple Board members can attend.
 - In preparation of hurricane, he would like to suggest that we close off 11/29 as a staging area for any emergency vehicles and/or helicopters. Mr. Fryar stated that we should consider “X”s
 - Mr. Fryar asked Ms. Gall to have Operations check all airfield drainage prior to inclement weather.
- **AVIATION FACILITIES/OPS. CHAIR, MR. WYNN**
 - Asked about a schedule to disc/harrow fire lanes around fence perimeter. Mr. Rischar suggests that we box blade and then mow. Disc/harrowing only creates a bigger problem for access.
- **MILITARY CHAIRMAN, CPT ROBERT CATER**
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- **AIRPORT MGR., MARIA GALL**
 - Announced that the application for the Dept. Of Economic Opportunity Infrastructure Grant continues to be modified and will be submitted by the middle part of Sept..
 - Briefed the Board on the hurricane preparation:
 1. Hours of operation - We plan to have staff available over the weekend to assist tenants with hangar preparation. Advised employees to make sure that their families and homes are cared for as well. Airport will be closed on Monday and depending on outcome, remaining week will be determined.
 2. Tenants have been advised of the hurricane hours/ closure via email as well as posting at tenant gate information Board.
 3. Staff has secured as much as possible; including vehicles, tractors, fuel truck, etc..
- **KH CITY MANAGER, SCOTT KORNEGAY**
 - Ground breaking for the Trail Head is still scheduled but may be cancelled by noon tomorrow.
 - Mr. Kornegay will be recommending at council meeting, Sept. 8th at 5:30pm that the City of KH declare the town as a State of Emergency. This allows for more flexibility for spending and processes.
 - Hurricane Irma is projected to increase in speed (180-200mph). We are in dire emergency for preparation. Gov. has called ALL National Guard to active duty. 67 counties have been declared a State of Emergency.
 - Chairman offered up anything from the airport the City may need.

Adjourned at: 6:57pm

Approved, KAA Secretary

Attest, Airport Mgr.