



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

Feb. 6th , 2018 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

Start 6:01pm

**** MINUTES****

**I. PRAYER/PLEDGE OF ALLEGIANCE- Chair Kirkland
ROLL CALL - All Present including Mayor Karen Lake**

II. Public Comment - none

III. CONSENT AGENDA

- Approval of Dec., 2017 Financials
- Approval Jan. 9th , 2018 Minutes

**A motion was made to accept the consent agenda as presented (3% CPI/ motion by: C. Rischar, 2nd by: CPT Cater)
Motion by: S. Fryar 2nd by: D. Nickels All Ayes**

IV. REPORTS STATUS

- **BILL PRANGE, URS**
 - Project Updates
 1. New Terminal bldg.: Sent final plans for review and comments to Ms. Hitt. Will getting with Ms. Hitt within the next week to schedule bid dates.
 2. Taxiway "A" project – 60% of planning phase complete. Phase plan and cost plan will be complete within next week.
- **FDOT, MS. WHITNEY**
 - Security Gate Project was submitted to Tallahassee. KAA was approved for \$200k upgrade project. JPA will need to be written and confirmed before July 1st. Bill Prange will resend the scope of work to Ms. Hitt to review locations of upgrades. Mr. Prange mentioned that the Board may want to consider hiring a contractor to manage the upgrade vs. hiring AECOM. Grant was generically written so we can re-adjust locations.
- **CHAIRMAN, MR. KIRKLAND**
 - Zoning Workshop – Feb. 22nd @ 5:30pm. Ms. Hitt will send an invite.
 1. Chairman asked to review FL Statute 333 in terms to adapting verbiage to City and Bradford County ordinances. Ms. Hitt will check with Randy Andrews. Scott Kornegay to check with City atty., Rich Komando.
- **BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE – nothing to report**
- **NATURAL RESOURCE CONSERVATION CHAIRMAN/ TREASURER, MR. RISCHAR**
 - Air-Ops Spring Gobbler event – 3/30-4/1
 1. Working on sponsorship. Asked for outside support. He will send Ms. Hitt sponsorship letter.
 - Old Maintenance building
 1. Has offered to help in getting improvements scheduled.
 - KHA website update
 1. Continuing to have items added
 - Infield controlled burn
 1. Inquired about status. Ms. Hitt reported that she has been in contact with Wayne Wall (Florida Forestry) & they are waiting on perfect weather conditions. Mr. Kornegay offered to reach out to his contacts through Clay County to speed up process.
- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR – nothing to report**
- **SECRETARY & AVIATION CHAIR, MR. NICKELS – nothing to report**
- **AVIATION FACILITIES/OPS. CHAIR, MR. WYNN - nothing to report**
- **MILITARY CHAIRMAN, CPT ROBERT CATER - nothing to report**

- **AIRPORT MGR., MARIA HITT**
 - Airfield Markings – Feb 26th week
 - 5K Glow Run – Feb. 24th (volunteers)
 - Fire Suppression annual check was completed today (Feb. 6th)
 - Annual Fuel Inspection scheduled for 2/15
 - Camp Blanding Meeting – 2/21 & pavilion proposal map
 1. Discussion (insert)
 - Wings of Freedom Tour (Colling Foundation) – Cecil Airport 2/23-25th
 - Special Event Application for Wings of Dreams April 7th event
 1. Discussed details with Board and there were no concerns. Event approved.
 - Kiwanis 5k Run request – April 28th. 2018
 - Buffalo P3 left 42J today. Re-located to CA.
 - Ms. Hitt's vacation – 2/14-19th

- **KH CITY MANAGER, SCOTT KORNEGAY**
 - Received an email from Congressman Yoho. Read an email that announced an executive order for potential funding for broadband installation. Will report more later.
 - Generator still in the que for new terminal building.

Adjourned: 7:23pm