



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

April 5th , 2016 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

****AGENDA MINUTES****

Start: 6:00pm

End:

Present: Chair Kirkland, Vice-chair Fryar, W. Wynn, C. Rischar, CPT Cater, R. Blake, S. Kornegay, B. Prange, B. Cloud, D. Whitney

Absent: M. Gall, D. Nickels

I. Public Comment – Jimmy Lowry and Catherine from The FIRM introduced themselves. Mr. Lowry is the new General Mgr.

II. CONSENT AGENDA

- Approval of Feb. 2016 Financials
- March. 7th , 2016 Regular Board Meeting Minutes

Discussion: Mr. Blake inquired about the negative amount showing on Office Leases. Chairman Kirkland said he would get with Lani about a detail report. Mr. Rischar will get with Ms. Gall about informational updates.

A motion was made to accept the consent agenda as presented.

Motion by: S. Fryar

2nd by: W. Wynn

All Ayes

III. REPORTS STATUS

• BILL PRANGE, URS/ AE COM

- Update on Apron Rehab project
 1. Final job walk-thru with contractor this afternoon. Preparing a change order which will be presented at May Board Mtg.. Project finished under budget. Will work w/ Ms. Gall for closeout paperwork and David for final signatures.
- Final update on camera project
 1. Installing company delivered final stock items and figured the PC with user sign-in information with Ms. Gall. Service call dates have been coordinated with Ms. Gall. Final reimbursement request has been given to FDOT to process.
- Update on FBO design task order
 1. FDOT sent Mr. Prange a Supplemental Agreement for the JPA for remaining funds of \$212,500.00 to the grant, totaling \$900,000 for the project.

A motion was made to accept the Supplemental Agreement for \$212,500 for the JPA.

Motion by: C. Rischar

2nd by: _____

All Ayes

- Designs have been getting worked on with Ms. Gall and Mr. Fryar and Mr. Prange will have a design task-order to propose at the next board mtg.. URS will provide a Design-Build approach and then will go out for bid after criteria set. URS will not be doing all the design work to help save money.

• FDOT, MS. CLOUD

- July will begin a new year for the JACIP. Ms. Gall can access the JACIP system and provide board members with copies of projects.

• CHAIRMAN & AVIATION CHAIRMAN, MR. KIRKLAND

- Had a mtg. with Air Group today. The proposed project with Lockheed is back on track and the target date of mid-May. Mr. Kirkland will report more at the May board meeting.

• BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE

- Has not heard anything further from the gentleman interested in portable hangar. He does have another interested party looking for land to build a 10K sq/ft hangar. He will report more next month.

- **NATURAL RESOURCE CONSERVATION CHAIRMAN/ TREASURER, MR. RISCHAR**
 - SJRWMD cost share agreement – next year’s projects to be funded are coming on-line very soon. Any drainage projects should be considered. Mr. Rischar inquired about any comments from Mr. Prange as it relates to Master Plan projects. At this time, there are no initiatives for water quality improvement in the Plan, but he did state that we should consider in the future working toward a Storm Water Master Plan. The Board continued to talk about the need for a Storm Water Master Plan. Chairman asked that Mr. Prange to find out more details of the grant and what restrictions and allowances are involved.
 - Hay lease – having no luck in finding any interest.
 - Spring Gobbler Hunt- OOF & Air-Ops Update –Event was very successful. Hosted 3 veterans/ purple heart recipients. Harvested a few turkeys. Mr. Rischar thanked the Board for allowing these events and thanked the Sportsmen’s Club for their time and accommodations.
 - Clay County Commission Meeting proposal – after speaking to an interested party to the airport, he is to understand that the Clay County Board of Commissioners are still unsure as to the goals and plans of KHA. Mr. Rischar inquired as to the Boards interest in putting together a presentation for not only the City of KH, but both Bradford and Clay County. Mr. Blake and Mr. Rischar volunteered to help with presentation.
- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR**
 - New gate access at tenant gate – Informed the Board that we had a new key pad access at the tenant gate installed. The cost came in around \$1000.
 - Mr. Fryar has been working with Comcast about offering internet, cable and phone service down Airport Road. He is waiting to hear final pricing and install date.
 - AWOS – recognized that the continuous loop message feature was not functioning correctly. He worked with the AWOS tech and was able to get it back up and working. The notice of wildlife and aerobatics is now indicated. Mr. Fryar inquired about future grant money to upgrade AWOS. Ms. Cloud confirmed that we are projected to receive money in 2020 for upgrade to AWOS.
 - Limerock to be moved off of closed run-way. College of Missionary Aviation and The FIRM are both interested. The area needs cleared for other potential uses.
- **AVIATION CHAIR, MR. WYNN**
 - Request from tenants to schedule a mosquito spray. Mr. Kornegay stated that we can call the county and put a request in for a scheduled spray.
 - Reported that he verified the GPS coordinates for the Florida Trail. Chairman said that we have to meet with those Trail contacts again and discuss
- **SECRETARY & FACILITIES/OPS. CHAIR, MR. NICKELS**
 - Facility Update – not present
- **MILITARY CHAIRMAN, CPT ROBERT CATER**
 - Much activity through the month of April and May.
 - Will be activating and pausing their air space through Sun ‘n Fun as a test for FAA.
- **FBO MGR., MARIA GALL**
 - Hangar Update – waitlist continues to grow.
 - Calendar of events
 1. Sun ‘n Fun 4/5-10th
 2. Gov. Scott came in twice
 3. Brian out at pre-deployment training the entire month of April
 4. Budget and Finance Committee Mtg 4/20 at 3pm
 5. NEFLC Dinner for the City scheduled at Airport for 4/21
 6. Sportsmen’s Club Skeet Shooting Event 4/23
 - March Review
 1. 5K glow run on 3/5/with Communities in Schools was a great success. There were over 125 participants. Thank you to all board members and employees who volunteered.
 2. Camp Blanding jumps 3/11
 3. New UTV arrived 3/11
 4. Museum Fly-in 3/5

Approved: _____
Secretary

Attested: _____
Airport Mgr.