



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

Nov. 7th , 2017 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

**** MINUTES****

I. PRAYER/PLEDGE OF ALLEGIANCE – given by Chairman Kirkland ROLL CALL-all present

II. Public Comment - NONE

III. CONSENT AGENDA

- Approval of Sept., 2017 Financials
 - Chairman covered a few areas regarding year end (2015/16) budget report covered expenditures for airfield lighting, alarm/camera system, fuel farm, mowing equipment & supplies as it related to it's budgeted amount. Spoke about website services being over budget based that on the new re-hab of site. Mr. Kornegay inquired whether we will be making an amended budget for 2017/18. Chairman stated that we will be discussing with Rebecca Williams and decide. If amended, it will be submitted to City Council.
- Approval Oct 3rd , 2017 Minutes

A motion was made to approve the Consent Agenda as proposed.

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

IV. REPORTS STATUS

- **BILL PRANGE, URS**
 - Design Project Updates
 1. **FBO Project:** Water Mgt permit received and approved w/in 13 days with no comments. Permit is being put in local paper by Ms Hitt. Generator pricing and design costs are being worked on. Mr. Prange requested that he be updated as to the funding process on generator so he knows how to move forward with design. Board continued to discuss the preferred type of generator and what would best fit the airport's needs. Final decision will be made once we receive confirmation of funding from the State.
 2. **Airfield Markings Project:** working on design project to refresh markings. Drawings will be complete before end of month. The goal is to confirm with the Hi-Lite state contract before 12/31/2017. Work to be done in spring 2018.
 3. **Taxiway "A" Rehab Project:** Kick-off mtg with FAA/ FDOT was held at KAA Oct. 10th. Boring technical work is complete. Survey work is still working and should be complete by week end. Design submittal by 3rd week of Jan.. \$4.2 mil project, so if there is not enough funding in 2018, the project will be done in 2019. Mr. Prange distributed a preliminary design hand-out and discussed the hold-pad install. He discussed that the original location of hold-pads were rejected by FAA. Pre-application is due by Nov. 17th which includes sketch and cost-estimate. He suggested the Board request the funding to include hold-pads and then back-off later if the inclusion of hold-pads is later changed. Mr. Nickles firmly stated he believes the airport needs hold pads to accommodate future growth of traffic to include large aircraft. Therefore, the Board agrees to move forward to include HP for funding request.
- **FDOT, MS. WHITNEY**
 - Scheduled an FAA JCIA meeting for Nov. 17th at 10:00am.. This is to discuss the 3year-out project program. FAA's deadline to finalize is Dec. 31st, 2017. Mr. Prange provided last year's project map and list for the Board to review and offer comments back to Ms. Hitt prior to 11/17 meeting.
- **CHAIRMAN, MR. KIRKLAND**
 - Next Zoning Workshop needs to be scheduled. Chairman asked that Ms. Hitt check with Mr. Andrews with Bradford County Zoning about availability and then send out request to Board for date.
 - Chairman updated Board on the week-long trial regarding the pavement litigation. Trial ran from Oct. 16th-24th. Judge Lester will give his ruling in approximately 2 months.

- **KH CITY MANAGER, SCOTT KORNEGAY**
 - The application for Mayor Deadline has expired and no applications have been received.
 - Dec. 11th at 4:00pm is a scheduled Open House/ Town Hall
 - City Council Meeting for Nov. and Dec. is scheduled for Nov. 20th.

Meeting adjourned: 8:11pm

Approved by:

Attested by: