



Keystone Airpark Authority

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

May 6th, 2014 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

Begin: 6:04

End: 7:46pm

Present: Chair Thomas, Vice-Chair Kirkland, Mr. Mullins, Mr. Wynn, Mr. Fryar, Mr. Blake, CPT Cater

Not Present: Mr. Prange, Mr. Luster, Terry Suggs, Mayor Brown

I. Swearing in/ Re-Appointment of Scott Fryar and David Kirkland – City Mgr. Terry Suggs

A. Mr. Suggs was not present. Chair Thomas stated that re-appointments will be rescheduled to June Board Meeting.

II. CONSENT AGENDA

Motion to approve March. 2014 Financials and April 1st, 2014 Minutes

Motion by: D. Kirkland

2nd by: W. Wynn

All Ayes

III. REPORTS STATUS

A. BILL PRANGE, URS

- **Fire Main Phase 2:**
- Coleman Construction has completed their work and been paid 100%. URS is compiling closeout documents and will submit their final invoice in May.
- **Rotating Beacon:**
- TCA Electric has completed all work except for final testing in the presence of the Engineer. The testing will be scheduled in mid May and then they will submit a final invoice and closeout documentation.
- **Security Cameras:**
- URS has received review documents from the Security Designer and is reviewing them. A review set of plans and technical specification will be submitted to the Airport and FDOT for review in mid May.
- **Master Plan Update:**
- The Capital Improvement Plan and completed concept plans will be presented at the next Board meeting – June 3.

B. AVIATION CHAIRMAN, MR. KIRKLAND

- Joe Bullington updated Board on Facility updates:
 1. Equipment is ready for mowing season.
 2. FBO hangar roof repair is completed.
 3. Mr. Powell's hangar is still leaking. Joe will contact original roofer and have them come back to re-repair.
- Discussed that most of roller material is either on premises or on order and will be constructed and put to use throughout facility.
- Minimum Operating Standards – a need to review and update. Mr. Kirkland proposed that the Board begin reviewing the first 3 parts of Standards and send any changes to Ms. Gall no later than May 27th.
- AOPA called Mr. Kirkland today and provided him with an update regarding the proposed cell tower. Memo/ Public Notice provided to all Board Members. All comments and considerations are to be received to FAA no later than May 30th, 2014. Chair Thomas requested that CPT Cater take this information to CB-FNG to review and provide feedback and any impact it may have on facility.
- Mr. Fryar inquired if we could send this information out to all tenants, Facebook and KAA website for possible comments/ to submit to FAA. Mr. Mullins will place on Airport website and FB. Ms. Gall will email update out to all tenants.

C. BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE

- Proposed a concept to construct add'l hangars by pre-renting for 10 yrs at a reduced rent, which would represent up front dollars to construct.
- Chair Thomas talked to M&S bank regarding a hangar construction loan: \$150K/ 2.8% int. for 20 yrs.
- Mr. Mullins provided a hangar layout for a 60X60 hangar indicating aircraft layout. Board discussed several options for bldg. hangars and leasing out.
- Mr. Blake inquired about shade hangars.
- Chair Thomas asked Mr. Blake to pursue options and report back. Information will be presented to Bill Prange.

D. SECRETARY & WEB DESIGN, MR. MULLINS

- Camp Crystal land use agreement and lease proposal – looked into the history of the Camp Crystal “lease”. 1989 agreement was signed as passive walking trails access. A lease was paid through 2001 at \$250/yr.. In 2006 Camp Crystal requested 2500 acres to be used. Mr. Mullins suggests that we approach Camp Crystal/ Alachua County Schools (ACS) and inform them that within 30 days they must provide a legal description and boundary map.
- Chair Thomas directed Mr. Mullins to contact Mr. Taylor and direct ACS to provide a boundary survey, legal description and proof of insurance indicating KAA on coverage. Cease all activity until requested information is provided. All legal fees are to be paid for by school board.

E. WAYNE WYNN

- Waiting to hear back from Ford Land Clearing for quote on burning brush. Burn permit requires that we must be 300 ft from any structure. Therefore, the brush behind the hangars would need to be moved.
- Ms. Gall reported that she met with Camp Blanding construction team
- Grapple rake for John Deere is approximately \$2500. Chair Thomas stated that we would need to put that line item into the 2014/15 budget.
- Jet-A fuel can be used in the John Deere tractor. This will be not only cost effective but is better for the equipment. Mr. Wynn will get the specs on the use of Jet-A fuel in tractor and will report back at June mtg.

F. MILITARY CHAIRMAN, CPT ROBERT CATER

- Camp Blanding is currently firing high area artillery. Ops will run throughout the week. UAS are currently down due to a major maintenance process. They will not be activating “C” and “A” airspace. (re-type)

G. SCOTT FRYAR

H. MARIA GALL

- Hangar Occupancy Report & Update
 1. Ms. Gall is to review Lewis and Gibson lease about renewal date.
- Reported that the US Aerobatic Team will practice their last wknd of May 16th
- ILS – discussion about a 6K foot runway to effectively utilize ILS system.
- Wings Wheels and Whatever Airfest mtg – May 9th at 5:00pm
- Updated Board on AirGroup’s arrival of P3 and Electras. Mr. Wynn stated that we need to determine the location and cost for these aircrafts. Ms. Gall was directed to set up a special meeting with Mr. Deyo to discuss the aforementioned. Ms. Gall will schedule and send to all Board Members.

I. NOEL THOMAS

- Jaycee’s Haunted Trail Land Lease 2014

A motion was made to accept the 2014 Haunted Trail lease at \$25 for the dates proposed in lease.

Motion by: S. Fryar

2nd by: R. Mullins

All Ayes

- 2015/16 budget due to City in July
- Chair Thomas presented that Board Duties are due again. Since the re-appointed Board members have not officially been sworn in, the
- Chair Thomas spoke to Bill Prange about FEMA purchasing two generators for the airport (FBO office & Fire Suppression Unit)
- Discussion was made about getting electric run to the maintenance building. Pros and Cons presented. Chair Thomas suggested that we install generator and compressor on a trailer for mobile use.

- Mr. Wynn inquired to CPT Cater about the usage of FNG equipment (through DRMO system) (ie. Fuel trucks, generators, air compressors, APU's). CPT Cater will check before making any statements.

IV. Other:

- Sportsmans Club has requested millings to be used for their entrance road due to wash-out. They need approximately 2 dump truck loads. The Board said that as long as they have equipment to break the material aprt, they can pick up on Saturday, May 10th.
- Bob Oehl -
 1. 150 people attended the Fly-in breakfast on May 3rd.
 2. Astronaut visited museum on Sunday
 3. Cessna 140 being donated to museum
 4. Bradford County Zoning will be approving classroom building this week
 5. Has requested a burn permit for the 6.5 acres of trees that were brought down.
 6. Scherer Construction will be visiting museum site to pull boaring samples this week.

Approved by:

Chairman, Noel Thomas

Attest

Secretary, Roger Mullins

GENERAL DISCUSSION

ANY NON-AGENDA ITEMS WILL BE CONSIDERED AT THIS TIME.

PLEASE LIMIT PUBLIC DISCUSSION TO FIVE (5) MINUTES.

PLEASE NOTE AND BE ADVISED:

IF ANY PARTY DESIRES TO APPEAL A DECISION MADE BY THE KEYSTONE AIRPARK AUTHORITY WITH RESPECT TO MATTERS CONSIDERED AT THIS MEETING, SUCH PARTY WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.