



Keystone Airpark Authority

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

Feb. 5th, 2013 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

**** MINUTES ****

**Present: Noel Thomas, David Kirkland, Roger Mullins, Ron Blake, LtCol Johnson, Wayne Wynn,
Bill Prange**

Absent: Glen Harris, Roland Luster, Terry Suggs

I. CONSENT AGENDA

- A motion was made to approve the December 2012 Financials/ January 2013 minutes

Motion by: D. Kirkland

2nd: W. Wynn

All Ayes

II. REPORTS STATUS

BILL PRANGE, URS:

- Phase II Fire Loop is in progress. Scope and fee proposal will be given to Roland Luster (FDOT). Board consideration will be requested at March meeting.
- Beacon project: developing fee and scope proposal for Richard Owen. Should be ready at March meeting. CSI Geo will need to come to airport for a soil boaring test.
- Master Plan is under way. Good meeting with Camp Blanding Air Ops.. Most field work and surveying done. Waiting on Mr. Taylor for documentation.

MR. KIRKLAND:

- Informed Board that Tim Huggins has scheduled Air Camp for July and is expected to be twice the size as usual (approximately 40+). Mr. Kirkland inquired to a consideration of an associated fee for use of facility. Col. Johnson stated that Camp Blanding charges for non-profit; covering expenses associated with use. Mr. Prange stated that he would consider paying for these expenses once we establish a fee. Mr. Kirkland will research and follow up with Board.
- Reported that the operating/ repair expenses are becoming more than the worth of Massey Ferguson tractor. Requesting that Board consider a trade-in for a new tractor.
- Mr. Kirkland and Mr. Mullins will move forward on collecting bids for mowing contract for 2013 season and report back to Board on results.
- After discussion with Clay Electric Facilities, they are requesting we use a local mechanic for all airport automobile maintenance. Clay Electric Facilities have a non-compete clause for local businesses. They will continue to maintain tractors, fuel truck, bucket truck and mowers.
- KAA Board Workshop to discuss Wings of Dreams land contract is set for Feb. 14h at 6:00p.m. Chair Thomas suggest we met ASAP due to urgency of Grant (due June 1st).
- Items to include:
 - Existing and proposed Lease(s) for staging WOD related items at 42J.
 - Short and long term written business plans of WOD to determine impact on 42J.
 1. In Bob's absence, Bob Briggs represented W of D. Grant is in place and moving forward.
 2. Mr. Briggs asked for clarification on current lease; what ramp space, land and hangars are included?
- Employee meeting scheduled for Friday, 2/8 @ 5pm.

MR. HARRIS

- In Mr. Harris' absence, Chair Thomas reported:
 1. FL Forestry Stewardship Program is not active at the present time.

MR. BLAKE:

- Possible inquiry about land for industrial use.
- Corporate hangar interest. Ms. Gall will confirm status with Mr. Arpen and get back with Mr. Blake.
- Reported that he found a website called www.keysoneheightsinfo.com for a means of increased income. The website charges \$250 per link for local business. Mr. Blake inquired whether the airport website could manage the same type of program on our website.

MR. MULLINS:

- Additional land for FIRM and Cloudbusters:
 1. The FIRM is looking into additional acreage (approximately 10 acres south) which would be used for
 2. Cloudbusters requesting add'l 200 yards for a safety buffer zone.

WAYNE WYNN

- 100L/L truck findings:
 1. 2K gal. \$600/mo 3 yr lease (World Fuel)
 2. 1500 gal. \$700/mo 3 yr lease (World Fuel)
 3. Purchase price is approx. \$18-20K, but need major overhauls.
 4. DRMO possibilities.
 5. Board asked Mr. Wynn to research cost of trailer tank.
- Hangar "A" erosion: suggests moving recycled material and re-direct water flow away from hangar tracks.

LTC. GRAY JOHNSON:

- Land clearing is confirmed. Col. Johnson will confirm date with Ms. Gall.
- UAS group arriving into Camp Blanding in March. Fuel opportunity. Ms. Gall requested that Col. Johnson have POC email dates.

MARIA GALL:

- Hangar Occupancy Report
 1. Reported one hangar available in unit "E"
- Reported that Camp Blanding training jumps will be in on Feb. 7th & 8th.
- Working on setting up a meeting with Eastern Fuel Aviation/ Shell Fuel to discuss a possible fuel contract and fuel truck lease. Meeting will be scheduled in the next 2 weeks.
- World Fuel Inspection is scheduled for Feb 12th at 8:00am.
- Discussed web enhancements that would benefit our tenants when wanting to sell items. Maria and Roger will work together on these improvements.

NOEL THOMAS:

- Florida Trail: Proposed a Lease agreement for approximately 6 acres. Concern is that the trail crosses over hunt club easement and Alachua Schools (Camp Crystal) easement. Chair Thomas inquired thoughts with Frank Host (representative with Keystone Sportsmen Club). Mr. Mullins expressed concern about hikers not being "policed".
 1. After discussion, the Board recommends to not enter into a Lease Agreement.
- Our Country Day: Street Dance June 29th. Chair inquired about Board support. Board supports
- AWOS Upgrade: Mr. Kirkland reported that transformers are installed and electrician will be doing repair work this week. Two bids on underground enclosures/ vault (\$546, bid 1 and \$618, bid #2)

Motion made to accept lowest bid for electrical boxes by lowest bidder.

Motion by: R. Mullins

2nd by: W. Wynn

All Ayes

- FDOT Airport Inspection: passed/ 1 deficiency but corrected after Security Plan approved.

- Gov't Lease-Hold Tax: Don Deyo covered details of tax, thus far. After open discussion, Chair Thomas stated that KAA will keep all tenants informed to findings.
- Bob Briggs with Dynatest presented a proposal regarding taxi-way load bearing tests and outline of how and what is required to run test (& why). The Board requested this proposal from Dynatest so KAA can move forward in working on government fuel contracts for larger aircrafts at facility.

Open Discussion:

- Russ Adler with The FIRM discussed safety concerns. They requested that we check in with their front office before entering property. Also, requested that when jumpers are scheduled to let FIRM know. FIRM will provide military with hand held radio while on premises in-case of wondering jumpers.
- Scott Fryar offered to research and install video camera on ramp and fueling area. Board asked that he research and report back. Suggests we go with 8 channel program. If prices exceed \$500, price comparison is required. Mr. Prange felt that FDOT could possibly fund this type of system. Board will inquire with Roland Luster.
- Randall Taylor (Express Air) reported that a *Meet and Greet* is scheduled for March 9th. Also, Wings of Dreams will be scheduling a Fly-In Breakfast March 2nd. Requesting use of FBO Hangar.
- Chris S. reported that County Line Aviation has offered their GPU for general airport use, but will require training.

Meeting Adjourned: 8:00pm

Attest

Secretary

Noel Thomas, Chairman

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.