



Keystone Airpark Authority

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

****MINUTES****

May 7th, 2013 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

Present: Chair Thomas, Glen Harris, Col. Johnson, Ron Blake, Roger Mullins, David Kirkland, Bill Prange, Terry Suggs

Absent: Roland Luster

I. City Manager Terry Suggs swore in & re-appointment of LTC Gray Johnson, Roger Mullins, Ron Blake

II. CONSENT AGENDA

A. Approval of April 2013 Minutes and March 2013 Financials

A motion was made to approve the April 2013 Minutes and March 2013 Financials

Motion by: G.Harris

2nd by: D. Kirkland

All Ayes

III. REPORTS STATUS

A. BILL PRANGE, URS

- Discussed the exchange he had with Camp Blanding representatives and Facilities Management (from St. Augustine) about Camp Blanding leased area. The initial site at r/w 11/29 is currently under a long term lease with The FIRM. Therefore, an alternate piece of land is being considered. Mr. Prange presented a map indicating this site to Board for review. The area is closer to the r/w 23 & r/w 29. He requested that Board members make notes and return back to him within the next 2 weeks.
- URS Electrical engineer & Bill Prange came on site approximately 2 weeks ago to review the new beacon location. An area of concern is the primary transformer that tower will connect to. No overcurrent protection/ no fuse on the primary side (code violation). The engineer highly suggests we fix the code problem before installing anything to support beacon. Chair Thomas suggested that Mr. Prange get with Fire Marshall, Chip Ware, to discuss possible issues that were associated with fire pump and electrical panel. After much discussion with Board regarding options, all agreed to
- June 4th/ June 20th bid opening/ July 2nd presentation of bids/ Grant application on July 2nd mtg.

B. AVIATION CHAIRMAN, MR. KIRKLAND

- Reported that Clay Electric CEO, Ricky Davis will be visiting airport with Clay Chamber of Commerce for tour of facility. Waiting on confirmation for May 16th.

C. FORESTRY CHAIRMAN, MR. HARRIS

- Reported that only one bid was received for site prep work & reforestation.
- Roger Mullins and Glen Harris met earlier in the week to look at both clear zone lands. They both suggested that we move forward with harvesting the timber and remove all pines before the brush continues to grow up. Diamond Timber will come and remove all pines at no charge.
- City Manager, Terry Suggs suggested we look into Southern Fuel Woods or Wood Resource Recovery for possible source for tree removal.

A motion was made to have Diamond Timber to begin as soon as possible and be completed within 20 days of start date.

Motion by: W. Wynn

2nd: R. Mullins

All Ayes

D. BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE

- Distributed a "mock-up" promotional page for economic development for the airpark. He suggests doing an ariel map indicating zoned parcels as well as lease benefits and placing on our website.

- The Board discussed the current state of zoned areas and the need to have both Bradford and Clay counties involved in re-zoning.
- Chair Thomas agreed that we need to sit down and begin creating a map that can be placed on the website for potential commercial leases.

E. MILITARY CHAIRMAN, LTC GRAY JOHNSON

- Memorial Day Ceremony planned at Camp Blanding
- Ms. Gall asked Col. Johnson to email a calendar of events of Camp Blanding for the year.

F. MARIA GALL

- Hangar Occupancy Report
 1. One hangar vacant (E-5)
- Facility Updates
 1. AWOS Grant project is complete.
 2. AirGroup hangar door repair bids presented.
 3. Discussed the need for Fire Suppression alarm system. Has received 3 quotes. Chair Thomas inquired whether or not this could fit into the security grant. Mr. Prange confirmed that it could not be part of the grant program. Chair Thomas asked that Ms. Gall call and set up a meeting with Security Safe to discuss options and cost.
 4. Fuel Farm Annual Inspection is scheduled for June 1st, although changing fuel carriers may change the date.
- “Salute to Florida’s Heroes” concert has been rescheduled for Nov. 9th and will schedule a follow-up meeting for June.
- Marketing Committee will need to schedule a meeting to begin action items. Ms. Gall will schedule in the next couple of weeks.

G. NOEL THOMAS

- 2013/14 Budget due by July 1st. Budget workshop will be scheduled is scheduled for May 23rd @ 5:30pm. He requested get any project ideas to Noel as soon as possible.
- Ms. Gall reported to Board that after checking with TSA, local prisoners would be allowed to mow airport grounds. Board discussed extra expenses associated with utilizing this option.
- Updated Board on meeting with Bill Prange regarding the security update and the parameters associated with the \$100,000 grant.
- After a Board request from a previous meeting, Chair Thomas presented that the new hangar construction costs would be \$571,000 (10-unit T-hangar, all-inclusive). Board discussed various options and timing.
- Discussed the meeting with Passero attorneys and expert witness for Pipeline/Passero defect dispute. Moving forward.
- Discussed the delinquency of property taxes from Joe Davis and Jim Young. Both parties have been served Certified letters indicating delinquency issue.
- Reminder of Tenant Cookout on May 11th, 11am-1pm

Attest, Secretary

Chairman