



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

Dec. 1st , 2015 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

****MINUTES****

Start: 6:01pm

End: 8:14pm

ROLL CALL

Present: Chairman Kirkland, Vice-Chair Fryar, Ron Blake, Wayne Wynn, David Nickels, Chad Rischar, CPT Cater, Bill Prange

Not Present: Barbara Cloud (FDOT), Dan Lowendowski (KH City Council)

I. Public Comment:

- None

II. CONSENT AGENDA

- Approval of Oct 2015 Financials
- Nov. 17th , 2015 Regular Board Meeting Minutes

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

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

III. REPORTS STATUS

- **BILL PRANGE, URS**
 - Update on Apron Rehab project
 1. Contractor will begin on Dec. 14th. Mr. Prange will be present on that day to help set-up and go over preliminary project issues.
 2. Mr. Nickles inquired whether or not KAA would receive any type of weight capacity report once the project is complete. Mr. Prange said that this project does not include a weight capacity test. Ms. Gall is working with Mr. Prange about looking for potential grant money to support weight capacity testing on all taxi-ways, RW 11/29, midfield and ramp area.
- **FDOT, MS. CLOUD – (not present)**
- **CHAIRMAN & AVIATION CHAIRMAN, MR. KIRKLAND**
 - Hangar rehab update
 1. Union Lasteel will begin the project week of Dec. 14th. A deposit of \$7300.00 was sent 12/1/15
 - Mr. Frank Fields presented a map (in Bob Oehl's absence) which was to identify proposed structures on Wings of Dreams area. The map only indicated property lines and parcels. No other information was provided.
 - Chair Kirkland discussed that there are approx. 4 tie-down areas located at Hangar "A". We will be charging for those locations just as we charge for ramp tie-downs.
- **BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE**
 - Frank Fields business proposal
 1. Mr. Fields presented to the Board more detailed information regarding what business proposal. Build a hangar and begin an avionic shop (Keystone Avionics, LLC.). He is requesting a commitment (lease) from the Board so he can begin the process. Chairman directed Mr. Fields to work directly with Mr. Blake; making sure that all the KAA Min. Opr Standards are met, coming up with draft lease language, land survey, etc..
 2. Mr. Prange stated that he will work with Mr. Fields regarding the aviation/FAA terminology and taxi-way set-backs so it ties in with survey standards. Again, this would tie back to the Form 7460 requirements. Mr. Prange will get a confirmation on the building restriction line and will provide the offsets and graphics.
 - Discussed the meeting at Rural Economic Development conference. Very good conference. The REDI status is still TBA.
 1. Other airports are beginning to get involved in Solar projects on airport grounds. Details discussed.
 2. State Economic Dept expressed an interest in coming to airport for a tour.

- **TREASURER & FORESTRY/ ENVIRONMENTAL CHAIRMAN, MR. RISCHAR**
 - Meeting with Florida Forest Service Nov 20 (met with Wildfire Mitigation Specialist and Clay County FFS Representative).
 1. Perimeter mowing of airport property Wildland Urban Interface mitigation
 - a. Service is at no expense to KAA; they provide equipment & labor. Mr. Rischar will be responsible for managing the project while on premises. This is a recurring project (every 2-5 yr cycle) as long as KAA attempts to minimally maintain more often.
 - b. Mr. Rischar has requested we receive input from Board members about locations around perimeter and structures.
 - c. After discussion, the Board has agreed to have Mr. Rischar move forward.
 2. Mowing/fuel reduction near airport physical structures
 3. Opportunities for future forestry-related grant funding and technical assistance
 - a.
 4. Assistance with the Glen Harris Memorial urban park
 5. Partnerships with Longleaf Alliance
 - De-brief regarding October Air-Ops Event
 1. Event went very well. Much positive feedback.
 - Potential March Air-Ops Turkey Hunt at Airport
 1. Very similar to the Air-Ops event in Oct.. Chairman Kirkland suggested we move forward for scheduling.
 2. Vice-Chair Fryar was concerned about the sponsorship dollars required for the event. Will the cost be similar? Are there other ideas for generating \$\$? Do we open it up to the public?
 3. Mr. Rischar will move forward on gathering more information regarding specific event details and coordination with Sportsman's Club and will report back to the Board at a later date.
 - Discussed future opportunities to generate revenue by using airport property and/or natural resources.
- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR**
- **AVIATION CHAIR, MR. WYNN**
 - Discussed the plans for bulk hangar drainage grates.
 - Tidewater contract work.
- **SECRETARY & FACILITIES/OPS. CHAIR, MR. NICKELS**
- **MILITARY CHAIRMAN, CPT ROBERT CATER**
 - Reminder about the museum Pearl Harbor Rifle commemorative event on Dec. 5th
 - Future radar install (
- **AIRFIELD MGR, BRIAN SCHIRBOCK- (not present)**
 - Facility Updates
- **FBO MGR., MARIA GALL**
 - Hangar Update
 1. All hangars filled. A potential new tenant might be interested in leasing new 60x60 hangar. Will know more mid-month.
 - In-field burn
 1. Conditions have not been ideal. Waiting for weather to allow for burn.
 - Calendar of events
 1. Clay County Economic Development Airport Tour (with JAXUSA) – Dec. 17th
 - Communities in Schools 5K Event
 1. Bradford County has approached the airport about hosting land (exterior of airfield) for a 5k event in March. Date has not been confirmed. The Board is receptive and Ms. Gall will report more when a date is set.

IV. Other:

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.