



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

****MINUTES****

Sept. 1, 2015 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

Start 6:01pm

End: 9:10pm

ROLL CALL

- **Present:** Chair Kirkland , Vice-Chair Fryar, Mr. Blake, Mr. Rischar, Mr. Wynn, Mr. Nickels, Mr. Prange
- **Absent:** CPT Cater, Ms. Cloud, Mr. Lowendowski

II. Public Comment - NONE

III. CONSENT AGENDA

- Approval of July 2015 Financials
- Aug. 4th , 2015 Regular Board Meeting Minutes

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

Motion by: S. Fryar

2nd by: W Wynn

All Ayes

IV. REPORTS STATUS

- **BILL PRANGE, URS**
 - Camera Project Update –Bill P. will be spending week of Sept 14th with project manager, Bob to finish out issues. The grant has been extended and approved by FDOT for another 60 days.
 - Apron Rehab Project Update – grant is approved and money is available to begin drawing from. Should be able to realistically begin by 10/1/2015. A pre-construction meeting to be scheduled soon.
 - Master Plan – written comments have been received from FDOT and FAA. Comments will be returned to FAA/FDOT from URS planners by Friday, Sept. 4th.
- **FDOT, MS. CLOUD - Absent**
- **CHAIRMAN & AVIATION CHAIRMAN, MR. KIRKLAND**
 - Project Spreadsheet – has requested that all Board Members send updates to Ms. Gall so we can review and plan.
 - New Bulk Hangar Construction Update – Steel bldg. material delivered 8/31 and has begun to be erected. Concrete work will begin next week (9/7). Matt Denson with Lasteel submitted the Change Order to include the electrical install (\$10,189). Chair Kirkland will look at bid specifics and may consider getting 2-3 add'l bids to compare. Mr. Rischar inquired whether the drainage issue is still a concern. Bill Prange will be providing information and contacts for pre-fab drains.
 - 2015-2016 Budget – Presented the Board with the budget that will be presented to the City of Keystone Heights City Council on Sept. 3rd. Chair Kirkland briefly explained the layout and details and asked for feedback. Brief Board discussion, but no changes submitted.

A motion was made to approve the 2015/16 budget as presented and to allow Chair Kirkland to present at City of Keystone Heights City Council on 9/4.

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

- **BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE**

- Presented the Board with the Airport Land Lease Rates. These were approved at the KAA Special Workshop on August 19, 2015. This chart will be utilized by the KAA board for future land leases.

A motion was made to approve the land lease layout as submitted

Motion by: C. Rischar

2nd by: W. Wynn

All Ayes

- **TREASURER & FORESTRY/ ENVIRONMENTAL CHAIRMAN, MR. RISCHAR**

- Air-Ops event update – Reported that the event is going very well. He presented the Board with the event logo. Gave a brief update on progress and will report the confirmed weekend schedule at the Oct. Board Meeting.
- Potential Apiary lease(s) – (Bee Lease) Townsend Honey Company met with Mr. Rischar this evening and received detailed information about land usage. \$50-\$60 per bee farm per year was proposed to Mr. Rischar. The immediate benefits: pollination & PR Outreach. The Board directed

Mr. Rischar to continue working on obtaining a lease. Once the lease details are collected Mr. Rischar was asked to bring back for Board approval.

- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR – Nothing to report**
- **AVIATION CHAIR, MR. WYNN**
 - Brought a light for the Board to look at and consider for hangar usage. More efficient and better output.
- **SECRETARY & FACILITIES/OPS. CHAIR, MR. NICKELS**
 - **Facility report from Brian S.:**
 1. Scag is down and has cracked exhaust. New blades are being replaced
 2. Jet truck is down while alternator is being fixed.
 3. Beacon is currently down and a 2nd belt is being replaced. Mr Fryar has asked Mr. Prange to look into installer to repair.
 4. Diesel fuel tank is ready. Waiting on credit app.
 5. Ford Tractor needs new battery. \$150
 6. On-going issue with bucket truck
 - Would like to have some work done in-house moving the remaining timber that is located by beacon. Having the land cleared would allow us to move forward with other acreage development opportunities.
- **MILITARY CHAIRMAN, CPT ROBERT CATER - Absent**
- **AIRFIELD MGR, BRIAN SCHIRBOCK**
 - Facility Updates – report given by Mr. Nickels
- **FBO MGR., MARIA GALL**
 - Hangar Update
 - Calendar of events
 1. Army Comm. Partnership Program Mtg. Sept. 9th & 15th
 2. ESA Contest scheduled for Oct. 15-18, 2015
 3. CFASPP Mtg 9/29 location has not yet been confirmed. Ms. Gall asked that in her absence
 - Airport Leadership Development Program – Sept. 27-29th. Ms. Gall has asked the Board to assist her in preliminary assessment.

V. Other:

- Mr. Wynn brought to the attention of the Board that the Wings of Dreams is running large generators for utilizing a couple of de-humidifiers in his hangar. The concern is the additional electrical usage and other tenants having to subsidize/share this additional cost. Chair Kirkland will notify Mr. Oehl that we will be requesting that a representative from Clay Electric obtain motor load data from the motors, length of times they are energized and provide the KAA with an estimated bill to submit to Mr. Oehl.

Approved by:

Witness:

David Nickels, Secretary