



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

****MINUTES****

Oct. 6th, 2015 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

Start: 6:00pm

End: 7:56pm

ROLL CALL – Chair Kirkland, Vice Chair Fryar, CPT Cater, Mr. Blake, Mr. Rischar, Mr. Nickels, Mr. Prange, Mr.(Absent – Mr. Wynn, Ms. Cloud)

I. Public Comment

- **Mr. Lowendowski – Mr. Becket (AOPA) has contacted the KHHS in the aviation program. Looking for support to work with HS in the ground school program Fall 2016.**

II. CONSENT AGENDA

- Approval of Aug 2015 Financials
- Sept. 1st, 2015 Regular Board Meeting Minutes

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

Motion by: S. Fryar

2nd by: C. Rischar

All Ayes

III. REPORTS STATUS

• BILL PRANGE, AECOM

- Camera Project Update
 1. All surge protectors replaced and working at 100%. Crew will return on Thursday (10/8) for final adjustments. Formal training will be scheduled within the next 2 weeks (with employees). Mr. Prange will coordinate with Ms. Gall. Board members inquired about the potential cost of surge protectors once we fall outside of the warranty. Mr. Prange will confirm costs and get to Ms. Gall.
- Apron Rehab Project Update
 1. Blank documents were sent to MSD construction to be filled out and waiting for them to be returned.
 2. Resolution was overlooked in August meeting, so Mr. Prange presented it to the Board asking for a motion to approve. Once we return the paperwork, we will have final

A motion was made to approve the resolution for the Apron Rehab Project.

Motion by: C. Rischar

2nd by: S. Fryar

All Ayes

- Update on Master Plan/ ALP Project
 1. Draft response has been sent back to FAA. Anticipate to hear back within a month or so.
- FDOT change regarding conflict of interest policy further explained (Eff. Aug. 17, 2015); Design services vs. construction services will no longer be able to combine services. This only applies to any future projects funded (100% or partially) by FDOT. Any projects that have already been entered into the JPA will not be impacted by this new policy.
- **FDOT, MS. CLOUD – Not present**
- **CHAIRMAN & AVIATION CHAIRMAN, MR. KIRKLAND**
 - Project Spreadsheet
 1. Asked for any updates to be sent to Ms. Gall
 - New Bulk Hangar Construction Update
 1. Project is 99% complete. Waiting on the final county (Clay) Certificate of Occupancy. Internal County miscommunications have delayed the final. Mr. Fryar and Mr. Wynn dug the trench for the electric and hope to complete within a month.
 - Lawsuit Update
 1. Spoke to Mr. Taylor 10/5. Mr. Taylor has received all reports due from outside engineering company. He has requested a date for mediation and waiting to hear back from both Pipeline and Passero legal council.
- **BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE**
 - Many inquiries for land leases. Several DOD inquiries for UAV businesses. Private industry as well. Mr. Blake is asking for us to identify more land opportunities with taxi-way access. He is also asking for standard lease verbiage for all new leases moving forward.

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

- Air-Ops Event update (Oct. 16-18)
 1. Very good response from local community. There are a total of 5 veterans who have been selected. Mr. Rischar has invited all board members to come out meet with all veterans.
- Townsend Bee Company Apiary Lease
 1. Presented to the Board the basic language of the agreement created by the owner. Ms. Gall and Mr. Rischar will be incorporating the KAA

A motion was made to enter into an agreement with Townsend Bee Company Apiary Lease.

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

- Mr. Host inquired if the rate we quoted Townsend Bee Company is compliant with the standard land lease price
 - Potential Gas Transmission Hay lease
 1. Met with Ben Myers from FL Gas about moving into an agreement with an outside farmer who would farm hay. Mr. Rischar is suggesting that we consider moving into a 2-3 acre agreement. 29 acres/ the current condition is ready for harvesting./ there would be need to some weed control activity done soon/ approx.. 5x's a year to harvest/
 2. Mr. Rischar is presenting to the Board for consideration.
 3. Mr. Prange commented on the potential RPZ area and that FAA MAY discourage farming in this area. Informational purposes to consider only.
 4. The general consensus is for Mr. Rischar to move forward to the next level (contacting local farmers to bid).
 - Any other revenue generating opportunities/ideas
 1. Stated that if any other Board members have ideas for revenue ideas (land development), please share and Mr. Rischar will look into.
- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR**
 - Fuel servicing and pricing on 100LL fuel
 1. Entertained the idea of creating a fuel pricing which would reflect "FULL SERVICE".

A motion was made to create a FULL Service price on 100LL fueling of 20% increase.

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

2. Drainage issue going on between Taxiway B/C 11/29. Mr. Fryar took his backhoe down and pulled vegetation out of area to create water flow. Would like to get with Mr. Rischar and Bill Prange to assess issue.
 3. Chair Kirkland updated the Board that there may be a possibility of a partnership with Camp Blanding to use as a training opportunity for their engineering team. We will work with Mr. Prange and identify need and determine if we can also use FAA funding for materials and engineering.
 4. Mr. Rischar would like for us to consider the record rainfall but still agree that we should assess the area and create a temporary fix. Stated that he may be able to produce a lidar map which will help indicate the surface elevation and the drainage problem spots.
 5. Mr. Prange stated that most of the original drainage is more than likely not salvageable.
- **AVIATION CHAIR, MR. WYNN – not present**
 - **SECRETARY & FACILITIES/OPS. CHAIR, MR. NICKELS**
 - Reported in Mr. Schirbock's absence.
 1. Reported that he and Mr. Wynn facilitated that annual FDOT inspection. Reported the minor in fractures. Moving forward on repairs.
 2. PAPI lights problem has been diagnosed and will be fixed by 10/9
 3. R/W lights/ transformers to be replaced
 4. Equip. maintenance will begin week of 10/12
 - **MILITARY CHAIRMAN, CPT ROBERT CATER**
 1. Complaint: several planes flew into the restricted area in the past month or so. No specific dates, times or tail # reported. CPT Cater just asked that we get the word out. Ms. Gall stated that we DO have these restricted areas posted at our fueling area, but it is ultimately the responsibility of each pilot based on common basic aeronautical knowledge.

- **AIRFIELD MGR, BRIAN SCHIRBOCK – not present**
- **FBO MGR., MARIA GALL**
 - Hangar Update
 1. Waiting to hear back from one waitlist contact to fill in hangar E. Getting ready to move several planes into Bulk
 - Calendar of events – Air-Ops, ESA Contest, Ops jumps 10/8, Clay County Motorcycle Training 10/8
 - FAC Specialty conference, Oct. 28-30

IV. Other:

- Bob Oehl presented a flyer to Chairman to present. US Flag Retirement event Nov. 11th event. Tattered flags can be dropped off at Wings of Dreams museum, Santa Fe Electronics or Johnny's BBQ.

Approved by:
Secretary/ Wayne Wynn

Attest by:
Office Mgr./ Maria Gall