



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

Dec. 5th , 2017 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

Start: 6:00pm

**** MINUTES****

I. PRAYER/PLEDGE OF ALLEGIANCE ROLL CALL

II. CONSENT AGENDA

- Approval of Oct., 2017 Financials
- Approval Nov. 7th , 2017 Minutes

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

Motion by: W. Wynn

2nd by: D. Nickels

All Ayes

III. REPORTS STATUS

- **BILL PRANGE, URS** – Not Present
- **FDOT, MS. WHITNEY** – Not Present
- **CHAIRMAN, MR. KIRKLAND**
 - 2018 CPI increase came in at 2%. Budget was approved at 3% increase, so keep that in mind when entertaining the motion for the upcoming increase. Mr. Blake asked for more information before making a decision. The Board discussed what the differences would be between 3% & 4% as well as a comparison of hangar lease prices among several airports, as well. Discussion and motion will be reassigned to the January meeting after requested information is collected.
 - Assignment of Board positions – descriptions were distributed and asked to be reviewed and be prepared to appoint at January meeting.
 - Surplus Land Sale – meeting requested by Florida Land Trust for Dec.7th. Chair Kirkland and Ms. Hitt will be attending and will collect information to be distributed to Board following for further discussion. It was asked that Chairman Kirkland request information about mining rights on land.
 - Assign committee to set date & plan for 75th Anniversary of 42J – asked that a Board member volunteer to spear-head and begin working with Ms. Hitt. Mr. Fryar accepted the role and said he will schedule a preliminary meeting in January.
- **BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE**
 - Inquired if CMA signed the new land lease. Chairman Kirkland confirmed that Mr. Huggins is confirming with the county the setbacks required before signing in case they need to adjust lot size.
- **NATURAL RESOURCE CONSERVATION CHAIRMAN/ TREASURER, MR. RISCHAR**
 - March 30-April 1st 2018 – Air Ops Spring Hunt
- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR**
 - Employee wage adjustments – distributed wage proposal. Mr. Fryar proposed the following based on 2017/18 salary budget # effective 1/1/2018.
 1. Lani Florence – from \$12.36 to \$14.00
 2. Mike Brackenbury – increase 2 %
 3. Maria Hitt – increase 2%
 4. Albert Gronbach – increase 2%

A motion was made to increase Lani Florence effective first pay period in January 2018

Motion by: S. Fryar

2nd: D. Nickels

All Ayes

A motion was made to increase Maria Hitt, Mike Brackenbury and Albert Gronbach as well as Laken Jones if she does not follow-thru with Coast Guard a 2%

Motion by: S. Fryar

2nd : CPT Cater

All Ayes

- **SECRETARY & AVIATION CHAIR, MR. NICKELS - No Comments**
- **AVIATION FACILITIES/OPS. CHAIR, MR. WYNN –**
 - Inquired about John Deere repair. Ms. Hitt reported that it is still in for repair and will have more of an update by end of week.
- **MILITARY CHAIRMAN, CPT ROBERT CATER**
 - Holiday airspace – very busy between now and Dec. 18th. Restricted airspace will be open after 12/18 through the holidays.
- **AIRPORT MGR., MARIA HITT**
 - Upcoming activity (review Dec. calendar)
 - Glow Run – Feb 24th. Will be meeting with CIS staff to review route and event details. Will keep Board updated.
 - Camp Blanding fence line. Trees down from hurricane which are laying on fence line. CB
 - Clay Day Planning meeting – Dec. 12th, 2017
- **KH CITY MANAGER, SCOTT KORNEGAY**
 - Clay Day scheduled Jan. 11th in Tallahassee. Open invitation to Board members to attend.
 - City Council meeting appointed Karen Lake as Mayor until April 2018, and then position will fall into regular voting session.
 - COKH/BOCC Boat Ramp dedication 12/11 at 4:30pm. Senator Bradley and Senator Payne will be in attendance. Reception to follow at Beach Pavilion.

Adjourned at 7:36pm

Approved, Secretary

Attested, Maria Hitt