



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

May 1st , 2018 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

**** MINUTES ****

Begin: 6:00pm

I. PRAYER/PLEDGE OF ALLEGIANCE ROLL CALL

II. Public Comment - David Nickels (tenant)

- Inquiring about a possible land lease to build a hangar for private use. Provided handout ma indicating possible location. Asked Board for what the next steps would be. Chairman asked that he meet with Mr. Blake to measure off area, complete FAA-7460, review KAA Minimum Operating Standards and provide all required information and return as an agenda item at future Board Meeting.

III. CONSENT AGENDA

- Approval of March., 2018 Financials
- Approval April 5th , 2018 Minutes

A motion was made to accept consent agenda as presented.

Motion by: C. Rischar

2nd by: S. Fryar

All Ayes

IV. REPORTS STATUS

• BILL PRANGE, URS

- T/W “A” Rehab Project update – provided project layout handouts to Board Members. Layout indicated timeline and stages of the 8 ½ month project (construction phasing). Also indicates taxiway, runway and self-serve pump closings and impact on daily aviation activity.
- Design of project will be complete in 3 weeks. June 21st – sealed bids due. June 29th – grant application submission due. Grant offer will return in September for acceptance. Construction would begin in November (staging), December will begin actual construction on 2nd phase (90 days).
- Several questions from board with alternative options to eliminate prolonged closures. Mr. Prange took points into consideration, but assured Board that all options have been considered and the presented plan will work best.
- Offered to schedule a meeting with the tenants to provide them with the project layout and construction phase details. Mr. Prange also offered to provide project displays to be distributed and displayed for tenants to review throughout project. Ms. Hitt will coordinate with Mr. Prange about scheduling an informational tenant meeting (sometime in September).

• FDOT, MS. WHITNEY

- FIN #440353-1 Additional funding to cover remaining cost for Marking Project.

A motion was made to accept the supplemental agreement and resolution for FIN# 440353-1 in the amount of \$6,030.00

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

- FIN #436362-1 Additional funding to cover the TW “A” project to keep the width at 45’.

A motion was made to accept the supplemental agreement and resolution for FIN# 436362-1 in the amount of \$77,800.00

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

• CHAIRMAN, MR. KIRKLAND

- Stated the need to schedule a Zoning Workshop this month. Asked that Ms. Hitt email coordination of dates.
- Atty. Jim Taylor will be scheduling a closed meeting after May 23rd to discuss Pipeline/ Passero dispute updates.

• BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE

- 2 inquiries this past month for land. 1) Gun Range use 2) land to build t-hangars
- Attended the NE Florida League of Cities dinner on 4/19 as representation for KHAA.

- **NATURAL RESOURCE CONSERVATION CHAIRMAN/ TREASURER, MR. RISCHAR**
 - Meeting with NFLT (North Florida Land Trust) – Met on 4/23. Gave NFLT representatives tour of land in interest. Meeting went well and expects to hear from them within the next month about possible next steps.

- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR**
 - KHAA Fly in Camp Ground
 1. Referred to last month’s handout (RAF grant application) for review. This grant requires a 50/50 match.
 2. Water line to H-5 hangar and fly-in hut is run and complete.
 3. May 12th FSAACA fly-in lunch. Some campers will arrive May 11th.
 4. Asked for volunteers to help paint the cabin on 5/5.

- **SECRETARY & AVIATION CHAIR, MR. NICKELS – nothing to present**
- **AVIATION FACILITIES/OPS. CHAIR, MR. WYNN – not present**
- **MILITARY CHAIRMAN, CPT ROBERT CATER - not present**
- **AIRPORT MGR., MARIA HITT**
 - Facility Update
 1. Hurricane Preparedness Training 5/2 in Green Cove Springs
 2. FSAACA Fly-in Lunch – 5/12 (times TBA)
 3. Bradford County Fire Dept – Foam Truck Training with Fire Suppression System – 5/12
 4. Presented along with Chairman Kirkland to the Clay County Chamber / Clay Leadership Program on May 1st. Approximately 17 people attended and toured facility.

- **KH CITY MANAGER, SCOTT KORNEGAY**
 1. Thanked Chairman and Ms. Hitt for presentation with Clay Leadership program.
 2. Verified Mr. Nickels application for re-appointment
 3. Ethics Training will be rescheduled for June. He will provide dates to Ms. Hitt to confirm with Board members.

End time: 7:27pm

Approved by:

Attested by:

Date: _____