



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

August 2nd, 2016 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

**** AGENDA ****

Start: 6:01 pm

I. PRAYER/PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Chair Kirkland, Vice Chair Fryar, Mr. Blake, Mr. Rischar, Mr. Nickles, CPT Cater, Bill Prange, Donna Whitney

Not Present: Mr. Wynn

II. Public Comment

- Roger Huggins presented the KAA Board with the College of Missionary Aviation Master Plan
 - See attachment

III. CONSENT AGENDA

- No Minutes due to CLOSED sessions regarding litigation for both June and July 2016.
- Approval of June 2016 Financials
- VC Fryar inquired if the trucks that were just donated from the City need to be listed as a valuable asset. That question will be presented at the next B&F mtg.

A motion was made to accept the June 2016 Financials as presented

Motion by: S. Fryar

2nd by: D. Nickels

All Ayes

IV. REPORTS STATUS

- **BILL PRANGE, URS**
 - Apron Rehab Project – Change Order
 - Final inspection was today. FAA rep. was not available to attend. Mr. Prange has asked that he get back to him by Thursday regarding final payout.
- **FDOT, MS. Whitney**
 - Ms. Gall will get with Ms. Cloud regarding the final payout. Mr. Prange inquired if the remaining funds wanted to go the trench drain for H5 hangar. The Board confirmed to move forward with project if funds allow. Mr. Whitney will confirm the FDOT rules on how to utilize the supplemental funds for a different project.
- **CHAIRMAN & AVIATION CHAIRMAN, MR. KIRKLAND**
 - Chairman discussed that we do not have any statements in the KAA Minimum Operating Standards regarding approved windsock. He is asking that we investigate and then insert a statement that will be included in the MOS so the airport is protected by anyone putting up a windsock. Mr. Nickles stated that he suggests we look at adding a windsock by RW 11 once we establish FAA requirements.
 - Chairman has requested a meeting with Mr. Oehl and the Wings of Dreams Board to discuss and review existing and future projects.
- **BUSINESS/DEVELOPMENT CHAIRMAN, MR. BLAKE – Nothing to report**
- **NATURAL RESOURCE CONSERVATION CHAIRMAN/ TREASURER, MR. RISCHAR**
 - Follow-up to the meeting with Scott Sager, UF School of Forestry
 - Work performed by FFS-mitigation mowing, FFS will be coming back to finish and Mr. Rischar asks that anyone contact him if there are any special requests for trimming areas.
 - Mr. Rischar requested from the Board to move forward with obtain timber bids for thinning. Mr. Rischar will need until Sept 22nd to get the bids out with proper mapping.

A motion was made for Mr. Rischar to move forward in obtaining bids for the timber thinning contract.

Motion by: S. Fryar

2nd by: (was never established)

All Ayes

- Budget and Finance Committee Meeting – Mr. Rischar will pull together meeting notes and sent to Ms. Gall to distribute.
- Property maintenance- Mr. Rischar recognized that the north road towards Camp Blanding was disked to a point where it was impassable. The recommendation was to stop the diskings on that side because it would not allow vehicular traffic in case of fire. Ms. Gall will get with Albert to confirm.
- Air-Ops 2016 events- fall event is in the works. The date has not yet been confirmed, but will get with Ms. Gall once established. This event is also in efforts to help maintain our wildlife management.
- B & F Mtg – Aug. 9th @ 3:00pm
- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR**
 - Mr. Fryar updated the Board on the Comcast install project. In disappointment, he reported that Comcast would not be moving forward with install because they determined they would not be able to re-coup the \$11k for project. Mr. Fryar asked if Mr. Kornegay would be able to assist since the City recently signed a contract with Comcast. Ms. Gall will forward contact information to Mr. Kornegay.
- **AVIATION CHAIR, MR. WYNN – Not present**
- **SECRETARY & FACILITIES/OPS. CHAIR, MR. NICKELS**
 - Facility Update
 1. All RW lights are 100% function able. Strobe on RW 5 is being replaced. FDOT inspection will be coming up in Sept.; Mr Nickles and Mr. Wynn will come out to airport and review last year's inspection with staff in preparation.
- **MILITARY CHAIRMAN, CPT ROBERT CATER**
 - Artillery scheduled for Aug. 5, 6 and 7th
 - UAS flying Aug. 5th – 10th
 - Reported that there were two insurgents in the last month which were dealt with at their destination.
- **FBO MGR., MARIA GALL**
 - Hangar Update – A lot of movement, but we remain full and waitlist continues to grow.
 - Calendar of events – Wings of Dreams Fly-in breakfast scheduled for Aug. 6th. Not much more is scheduled at this point. Weather has been an issue for much of the summer, so fuel sales are not where they historically have been. Av-gas price dropped last week from \$3.40-\$3.25/gal and Jet-A increased from \$2.40 to \$2.60/gal..
 - Reported a hole in fence was found on the north side of property. FWC was called and officer went to residents home to inquire. Resident admitted to trespassing but said they did not damage fence (although fence got repaired by homeowner) . Ms. Gall asked FWC Officer Justice to move forward with turning report into states attorney for charges. Ms. Gall will report more as updated occurs.
 - FSACCA Bldg/ Land Lease – would like to move forward on solidifying the agreement on the old maintenance building so that FSACCA member can begin improvements once weather begins to cool down. Ms. Gall will present the agreement bullet points at the Sept. Board meeting for approval.
 - Ms. Gall reported she is working on pricing with Unifirst for airfield employee uniforms, logo carpets for FBO and shop cleaning items for airfield. She will present at next Budget and Finance Committee meeting for approval.
 - Ms. Gall inquired about swearing in for Mr. Rischar and Mr. Wynn. Chairman directed to swear these seats in at the Sept. Board Meeting.

Other Discussion:

- Tenant, Gary Evens, inquired what the distance is from the end of RW 5 and the restricted area. VC Fryar stated that it is approximately 3 miles.
- Bob Oehl reported on the following:
 - Express Air now has an on-line ground school program which will bring in add'l revenue for flight school.
 - After re-establishing a relationship with Rod Collings at Oshkosh Airshow, they have agreed to plan an airshow in late Feb or early March 2017 with the Collings Foundation.
 - Several new business relationships with other companies to help bring in revenue for new buildings.

- Site work will begin this Saturday on both Wings and Dreams and Express Air land clearing as previously approved by KAA Board.
- Eagle Scout projects will be working this Sat and Sun after finding new sponsors for add'l materials.
- Workers will begin work on modular bldg.
- Wings of Dreams have a new agreement with The Ohio State University for a stem program for youth aerospace education.
- KH City Mgr, Scott Kornegay reported on the budget items for the City. Workshop is scheduled for Aug. 10th. Property values are up almost 3%. Town Hall meeting last week regarding the \$.01 infrastructure surtax. It is set to go away in Dec.31st, 2019, unless it is extended. KH benefits about \$165-\$175k.. This will be on the ballot and will cover all of Clay County.

Meeting adjourned at 7:15pm.