



KEYSTONE AIRPARK AUTHORITY

ORDER OF BUSINESS AND AGENDA KEYSTONE AIRPARK AUTHORITY

April 5th , 2018 at 6:00 p.m.

AIRPARK CONFERENCE ROOM 7100 AIRPORT ROAD

**** MINUTES ****

**I. PRAYER/PLEDGE OF ALLEGIANCE – Delivered by Chairman Kirkland
ROLL CALL – All Present (Mr. Wynn late)**

II. Public Comment - None

III. Audit Report (Reddish & White, Brad Million) – Increased Operating Revenues/ Opr. Expenses are having profound effect due to litigation costs. Depreciation # is large due to grant moneys received from FDOT and FAA.

- No comments made from KAA Board

IV. CONSENT AGENDA

- Approval of Feb., 2018 Financials
- Approval Mar. 6th , 2018 Minutes

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

Motion by: S. Fryar

2nd by: CPT Cater

All Ayes

V. REPORTS STATUS

- **BILL PRANGE, URS**

- FBO Project update
 1. All preliminary site & design work is complete. Mr. Prange explained the next step process for moving forward
 2. \$1.1mil construction budgets/ 8-10 month construction process
 3. Provided Board with a “Construction Mgr. Delivery Method” (handout) that explained an option for hiring a person in this capacity and how it relates/ differentiates from the construction mgr.. Ms. Hitt will confirm with procurement policy if “piggy backing” allows this service with projects.
- T/W A Rehab Project update
 1. Handout
 2. Discussed the current condition and details of T/W “A”. Current width is 45’. Airport is listed as a B2 airport which only allows for 35’ width (in terms of FAA providing funds for rehab). Mr. Prange inquired whether or not FDOT would consider picking up funding for additional 10’ width to maintain current width. KAA expressed great concern that if current width is not maintained, we will lose large aircraft ability. Not to mention C130 military aircraft.
This results in a large loss of fuel sales and current/ potential leases.
 3. Mr. Prange provided 3 options for the Board to decide on how to proceed with remaining project.(1) 35’ width with FAA @ B2stds. 2) 45’ width – 35’FAA, 10’ FDOT 3) HOLD @ 60% design until.....(which is not supported by FAA)). Ms. Whitney will need to confirm that the funding will be available for project. Should be received within the next week.

A motion was made to accept option #2 based on confirmation from FDOT on funding allowance.

Motion by: C. Rischar

2nd by: CPT Cater

All Ayes

- **FDOT, MS. WHITNEY**

- Approval of JPA for the Security Gate Upgrades

- **CHAIRMAN, MR. KIRKLAND**

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

- **NATURAL RESOURCE CONSERVATION CHAIRMAN/ TREASURER, MR. RISCHAR**

- Debrief from Turkey Hunt – Hunt went very well. 4 veterans were able to be a part of this event.
- Old maintenance shed improvements – Thanked all who were part of making the improvements in time for the hunt. Offered future assistance for on-going project.

- Cabins on the SW corner of property – inquired about the status of the Velocity cabins being refurbished. Ms. Hitt stated that she will be meeting with Mr. Mott in May to discuss their future lease. Will report back at June meeting.
 - Trespassers along Airport Rd. into Camp Crystal – noted a silver pick-up truck on Airport Road during the hunt event. Chairman directed Board to contact the police if seen again.
 - John Deere implement storage – spoke about his concern for storage of grapple. Ms. Hitt said she will get with Mike to discuss options to open up space in storage building.
- **VICE CHAIRMAN & SECURITY CHAIRMAN, MR. FRYAR**
 - 75th anniversary event – requested from the Board to delay the event until 2019. Not only will staffing be busy managing multiple airport projects, but the volunteer base needed to pull off a successful event is not as available as hoping. The Board agreed to move event until after the new FBO is opened.
- **SECRETARY & AVIATION CHAIR, MR. NICKELS- nothing to report**
 - **AVIATION FACILITIES/OPS. CHAIR, MR. WYNN- nothing to report**
 - **MILITARY CHAIRMAN, CPT ROBERT CATER – nothing to report**
 - **AIRPORT MGR., MARIA HITT**
 - Facility Update
 - Lake Region Kiwanis 5K Kolor Run application – presented and approved
 - Vacation – will be off April 17-27th
- **KH CITY MANAGER, SCOTT KORNEGAY**
 - Reminder to RSVP for Florida League of Cities dinner – April 19th