

MINUTES OF THE MEETING OF THE KEYSTONE AIRPARK AUTHORITY
7:00 P.M Wednesday APRIL 25, 2007
CONFERENCE ROOM, KEYSTONE AIRPARK

PRESENT: Robert Canady, Dean Weaver, Noel Thomas, Mr. Phillips, Major Cecil Cauley, Glenn Harris, Bruce Harvin and James Pearce

ABSENT: Mr. Scott Roberts/illness, Mr. Lampp

The prayer was followed by the Pledge of Allegiance.

Chairman Canady called the meeting to order at 7:00 pm.

SWEARING IN: Mr. Bruce Harvin sworn in three positions for re-appointment, Mr. Canady, Mr. Weaver and Major Cauley.

CONSENT AGENDA:

1. Agenda, Minutes and Financials accepted: Various items of differences discussed Quickbook/Boyd reports. Mr. Thomas noted accountant available after 4/27/07 for meeting. Will schedule meeting. Work in progress. Mr. Harris made motion to accept agenda, minutes and financials. 2nd Phillip, All Ayes.

Mr. Millions is our auditor for the 2005/2006 audit and will call Mr. Canady direct. Audit is in process.

OLD BUSINESS:

2. **Airpark Engineers' Report:** Mr. Pearce introduced and general summary of his past experiences. Our contract 5years, signed 4/2004, two years left. Cancel with 30 day notice. Fire Suppression only project currently. No hangar designs, no proposal for new T-Hangar. Phase III Fence project is moving forward. However, Mr. Weaver cleared up that the complete project was designed by Earth Tech originally.
3. **Fire Suppression System:** Site is prepped and ready for construction. Submit engineering drawings of tank to Earth-Tech as soon as possible.
4. **Entrance Sign: (Mr. Thomas):** Sub-contract form in place. The word authority will be replaced with our phone number. May 22nd is the completion date. Mr. Taylor has been in contact with Mr. Thrift. Mr. Thrift has received termination of contract. Will re-claim difference should additional expense incur with new contractor.
5. **Wings of Dreams: (Mr. Weaver)** Contract has been received and reviewed by Mr. Oehl and Mr. Weaver. Will schedule lease signing appointment by next meeting.

7. COMMITTEE REPORTS:

- A. **Aviation (Weaver):** Fuel Sales down. Transferred \$30,000 back from general fund. Military Helicopters due in this weekend.
- B. **Development (Phillips):** No Report

- C. Finances (Weaver):** Discussed above. CD matures and we will buy a well, previously approved by Richard Owen. Mr. Weaver motion to buy well, Phillips 2nd, All Ayes. Mr. Pearce to review show drawings of generator to run pump. O&M process should be supplied by contractor per Mr. Pearce. Major Cauley requested that we have O&M package as a total training process instead of having multiple manuals. Mr. Canady assigned this task to Mr. Pearce.
- D. Forestry (Harris):** Pile burning project completed. The need for plowing around airport is vital. Start a program with Jim to plow to harrow sections.
- E. Legal/Administration (Roberts): No Report**
- F. Recreation (Thomas): No Report**
- G. Chairman's Report (Canady):** Once Engineers are procured then designs will follow for new T-Hangar. Engineering for Phase III fencing has been completed. Contact Coyle to produce plans for phase III fencing, price is secured at previous rate. Major Cauley motioned that all officers remain same; Mr. Phillips 2nd, All ayes. ITB sent out to free publications; FAC & FATA. Long form sent to a variety of Engineers. Discussion on running ad in Florida Times Union. Motion, Mr. Thomas to send out letters; but check with attorney for input. Mr. Weaver 2nd, All Ayes
Motion Mr. Weaver, to send letters to tenants on scheduling inspections and their suggestions of maintenance and up-keep, also request involvement in planning of new hangar construction. Mr. Phillips 2nd, All Ayes.
Major Cauley, motion to keep all officers the same, 2nd Mr. Phillips. All Ayes.
- H. North Florida Commerce Center (Roberts):** Motion by Mr. Phillips for Access Road Committees, 2nd Mr. Weaver, All Ayes. Mr. Weaver, Mr. Canady, Mr. Wigham and Mr. Thomas. Meeting day Wednesday, April 30, 2007 at 1:30. Also invite Nora Thompson, Mr. Crawford, Mr. Hersey and Mr. Coonts.
- I. Airport Operations Procedures (Thomas):** Final Purchasing Manual motion to accept by Mr. Harris. Mr. Weaver 2nd, All Ayes.
- J. Fire & Safety (Weaver):** No Report
- K. National Guard (Cauley):** Active fires on Camping Blanding, impact area off 523. UAV school possible. Unit returning in August for Jet-A.
- L. City of Keystone:** Tony Brown, Lyndell Hale and Don Johnson seated at council. City retained firm for Union discussions.
- M. Jim Young:** Mr. Thomas Motion to complete water project at \$1,800.00, Mr. Phillips 2nd, All Ayes.
Mr. Weaver motioned to pour porch and ramp to meet FAA requirements with proper documents, 2nd Mr. Harris, All Ayes.
Motion Major Cauley to table bid for canopy for further research and review. Mr. Weaver 2nd, All Ayes.
Tank filter system discussions, needs further research. Check with Dorothy Beck at Ascent to review written specs.

N. Dottie Baker: Insurance premium from City needs clarification. Insurance for Airshows; we can request \$5Million coverage.

8. NEW BUSINESS:

FAC Meeting: Motion to send Airport representative, July 8-11, 2007, by Mr. Weaver. 2nd Mr. Phillips, All Ayes.

FAC Internship Approved.

9. New Meeting Date: May 23, 2007

General Discussion:

Mr. Weaver motioned to allow Jaycees to hold their haunted trail, as a lease for \$20.00/yearly. Major Cauley 2nd, All Ayes.

Motion by Mr. Weaver to set committee "Evaluation to review T-Hangar rates", to include Mr. Thomas, Mr. Killmeyer, Mr. Harris and Mr. Roberts. Major Cauley 2nd, All Ayes.

Having no further business to discuss, the meeting adjourned at 9:45 p.m.

Robert Canady, Chairman

Attest

Dottie Baker, Office Manager