



KEYSTONE AIRPARK AUTHORITY

7100 Airport Road, Starke, FL 32091-9347

352-473-0031 (office) 352-473-4251 (fax)

Email: keystoneheights@bellsouth.net

MINUTES OF THE SPECIAL CASH FLOW MEETING OF THE KEYSTONE AIRPARK AUTHORITY

5:30 P.M Wednesday May 28, 2008

CONFERENCE ROOM, KEYSTONE AIRPARK

- I.** The prayer was followed by the Pledge of Allegiance.

Chairman Canady called the meeting to order at 5:30 pm.

PRESENT: Mr. Canady, Mr. Weaver, Ms. Lake, Mr. Harris, Mr. Thomas, Col. Mauzey and Mr. Venables.

Mr. Weaver gave an update as to the General Attorney's opinion on Airport security. Florida Statute indicates the county must be involved. The BCBCC will at the next zoning meeting will recommend moving forward with the present application for zoning. However, there is a motion that will be offered that a joint panel formed consisting of BCC and Airpark or City personnel. Joint Board will need to come up with the zoning for the Airport so that we will not go backwards. This only applies to the portion that is located within Bradford County. All recommendations will still be submitted to Regional Planning committee.

- II.** Mr. Canady opened with comments to try to put rumors at City Hall to rest about how the airport operates with their cash flow.

III. PROJECT UPDATES:

Blanding Road: Mr. Ramdass continued with an update of the Blanding Road project. We are 65% complete with the engineering. Two permitting applications have been signed last week (T-Hangar and Camp Blanding Road). Submission will be made to Major Thomas. Details of punch code and card reader gate. The gas company has requested for 100% construction drawing prior to construction. Release will be forthcoming and as built as to where the road will cross over the gas line. Ms. Lake asked if the project required FAA approval. Don replied no for lack of airside impact. FDOT mentioned that the security plan should be updated. Discussion continued concerning a "Through the Fence" issue. FAA has signed off on the road as not being a through the fence project. Mr. Ramdass offered that this gate will not be open to pedestrians. Ms. Baker mentioned that invoicing for this project has begun.

Hangar Project: Mr. Ramdass continued with discussions and updates as to the Hangar project. Eighty percent complete with designs. Permitting went in today (SJWM) and permit expected within 30 days. Base Bid (T-10unit & 4Corporate), Base Bid B (10-unit) and Base Bid C (Two Unit Corporate 60X60). Mr. Canady explained that the extra

10unit T-Hangar would not be financed and lack of tenant interest as well as other elements, Mr. Ramdass was only released to move forward on the One 10Unit T-Hangar and Four unit Corporate Hangar for design and engineering to fulfill the Base Protection Grant requirements. Funding will be discussed later today. Four unit is 80% complete in design; 10Unit complete. July bidding is on target. Discussion of construction prices increasing. Plans will be released within the next couple of weeks. Corporate plans will be submitted to tenants. Letters have secured two tenants for corporate occupancy. Mr. Canady posed the question of consideration to allow an aggregate of tenants to occupy corporate space. Mr. Weaver made the recommendation to allow the units to be built and only upon lack of corporate interest would we allow an aggregate to occur. The fuel consumption for the corporate users would increase profits overall. Mr. Weaver mentioned that he was under the impression that all 4 units were secured. Mr. Canady suggested that advertising be submitted to secure corporate customers. Mr. Weaver motioned to pull listing of corporate owned from St Marys GA to Ocala FL to send letters. Mr. Weaver offered to pull labels and submit for letters. Ms. Baker offered software to include Jax, Middleburg, Orange Park, Gainesville and Ocala. Mr. Canady asked that we be consistent with our requirements. Mr. Harris 2nd, All Ayes. Discussion continued on the profit margins. Mr. Weaver offered the software to identify aircraft. Discussion continued of different media options. Ms. Lake offered the suggestion to do a price comparison.

Fire Suppression: 80% completed. No suspected problems – Mr. Ramdass. Ms. Lake questioned FAA approval of this project. Mr. Weaver offered that all permitting goes through the Clay County Fire Marshall. 100% funded through the Base Protection Grant.

Commerce Road: Mr. Weaver offered that the detail of \$201,000 costs does not build the road. The more accurate cost would be approx. \$700,000project. Grant is for \$170,000. The additional \$500,000 is being supported by Bradford County. Mr. Canady spent several minutes briefing Ms. Lake on the history of this project. Mr. Canady assigned Mr. Thomas to follow up on the cost analysis. Mr. Canady asked for cost analysis by the 12th of June. Discussion continued on pricing. Mr. Luster asked a question on lock in prices for asphalt and lime rock. Mr. Luster suggested that 1 ¼ inch is not sufficient. Mr. Luster was requested to review the quality of the county road at 109th through Hampton. Permitting is forth coming upon release of re-designs. Mr. Luster mentioned the ERS repaving issues.

IV. FUNDING:

Funding profile discussed. Mr. Luster stated that a resent bid came in at \$350,000 for a 5 unit box hangar with Hydro-swing doors. Committee for Banking purposes: Ms. Lake, Mr. Thomas and Mr. Weaver. Bring back by the next meeting recommendations. Mr. Ramdass stated that bidding will be ready within two weeks. Board was emphatic that bidding needs to be done asap. Committee needs to make a recommendation by June 18, 2008. SIBS loan consists of 1% for approx. 24months. Committee needs to review and submit application.

V. CASH FLOW:

Ms. Baker identified accounts on spread sheet by account numbers. Discussion of outstanding loans. Discussed Land Sale Use Funds. Reviewed spread sheet for investments to date from land sale funds. Balance sheet for May 2008 current. Comparison of 5 month spread. Consistent decrease of funds in General Operating Account. Based on emergency repairs, vacate Redd Team building, increase in operating machinery. Continued discussion of history of revenues. Mr. Canady welcomed a fresh set of eyes to review and process. Some months will show in the red due to accounts receivable delinquents. Discussion of Operating Expenses line by line over 3 month period.

VI. Mr. Harris addressed the board on the 242acre reforestation project. Project will have to go out for bid. Motion by Mr. Weaver to request from FAA approval to use land sale funds in the amount of the balance to complete the difference and to allow Mr. Harris to write up for advertising the bid. Mr. Thomas 2nd, All Ayes. Ms. Lake posed question as to the competition between projects of Hangar funds and Reforestation. Mr. Luster proffered that the T-Hangars are mostly covered by FDOT grants. Mr. Harris suggested that there is a stand of trees for harvest within the next two-three years in the amount of \$65,000-\$75,000 potential revenues. Dottie will call Mr. Owen in Mr. Weaver's absence. Mr. Young requested that Mr. Harris and Mr. Weaver to inspect dead trees.

VII. Ms. Baker addressed a final invoice \$5300.00 from Earth Tech. Mr. Weaver motioned to pay the invoice over the next three months. Mr. Thomas 2nd, All Ayes. Cadd drawings discussed. Recommendation by Mr. Canady for Mr. Weaver to sort out the issues.

Having no further business to attend, meeting adjourned 7:30pm.

Robert Canady, Chairman

Attest

Dottie Baker, Office Manager

