

KEYSTONE AIRPARK AUTHORITY
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MINUTES OF THE BOARD MEETING OF THE KEYSTONE AIRPARK AUTHORITY
Thursday, Aug. 28, 2008
CONFERENCE ROOM, KEYSTONE AIRPARK

Chairman Thomas called the meeting to order at 7:00 p.m

Prayer was given by Mr. Weaver

Mr. Canady was sworn in and given an oath of office by Mr. Ken Venables, City Manager

Present: Noel Thomas, Robert Canady, Dean Weaver, Glen Harris, Jim Young, Karen Lake, Pat Corbin
Col. Mauzey, Roland Luster, Don Ramdass, Ron Lilly, Ken Venables

Ms. Karen Lake introduced Mr. Tom Conley for Fl. League of Cities, who will address our insurance concerns.

Reviewing and Consenting on minutes of the meetings were tabled until a legal opinion can be given by Mr. Bradley.

No concerns were addressed regarding the financials.

Motion to accept: Dean Weaver Second: Bob Canady All Ayes

Mr. Weaver asked if the our 08-09 budget acted on by the City, Mr. Thomas said it had not been presented at their Board Meeting which will be in Sept. However it is part of the minutes that need to have a legal opinion given by Mr. Bradley. With this in mind Ms Lake suggested that we revote on the 08-09 budget adoption.

Motion to accept: Karen Lake Second: Dean Weaver All Ayes

Mr. Weaver noted that at one time we had a T-Hanger Lease Committee consisting of himself, Mr. Arpen & Mr. Killmeyer, now with the new T-hanger coming along, he would like to become active and comparing with other airport the lease agreements and make sure that we are comparable without losing money.

Under fuel sales, at this time we do not have a complete report however we are selling and ordering fuel, we are not low bid but within 50 miles of our airport there are only 2 airports selling at a lower rate than us.

Mr. Weaver noted that the agenda item, Monument has been removed from the agenda.

A letter was received asking if we received damage to our airport due to the storm Fay, Mr. Weaver asked Jim Young, he indicated that we received an undetermined amount of damage on our fencing, because of trees blowing unto the fencing, unfortunately we cannot get a vehicle out there, if you get 200 feet from the fence you are under water. Mr. Harris was asked if he can get us out there on the other side by way of the railroad bed. He said the Rayonier has been very generous and sure they would let us have access to that area. If you stay up on the railroad bed you will not be in the water.

Mr. Harris informed us that on a bad note that due to the wet conditions the trees could not be taken care of before the storm but the good news is that Mr. Biellings was slowed down but not stopped by the storm, and has continued with the debris clean up and bedding process. Mr. Canady asked if the wet conditions hurt our trees, Mr. Harris said no they can stand for about 90 days in water without any damage.

Mr. Canady said that working along with Mr. Weaver and Mr. Lilly, we are trying to set up an appointment where by the Mayor can thank the Bradford County Commissioners efforts that are going forward.

Mr. Thomas reported that we opened the bids at 4:00 today for t-hangers, base A & base B, fire suppression, and Camp Blanding Road. We are in the process of verifying the figures, and checking

references. Passero said it will about 10 days to get that completed. Once everything is verified we will call a special meeting to review and award the contracts. Somewhere around the middle of Sept. to review all those bids. For the record for the Base Bid Pipeline construction was apparent low bid of \$1,472,201.50 On the road was James Wilkerson Const. was apparent low bid of \$295,776.78.

Ms. Lake presented Mr. Conley from Florida league of Cities with the questions and concerns regarding our insurance coverage for buildings, events and equipment. It was agreed that it was necessary to have an audit and walkthrough to identify what needs to be included in our insurance policy. Mr. Thomas has asked that an audit be completed and then a special meeting be called to discuss our insurance matters. Ms. Karen Lake will take care of setting up the audit and calling a special meeting. Currently the insurance is tied together with the City and Mr. Venables did not think it would be a problem for us to stand alone from the City on this matter. Mr. Conley said it would not affect our rates by standing alone. Mr. Thomas will send a letter to the City requesting that we split from the City insurance policies and become independent and asking to be on the agenda for the Sept. 15, 2008 meeting. Mr. Conley agreed to send us copies of all our policies for review.

Mr. Lilly, is going to remind Bradford County of the Permitting so that work can get started on the Business Park road.

Col. Mauzey informed us that the next major training event is in Jan. 4,000 personnel with some aviation and then in April we may see some C130 for refuel. Mr. Weaver noted that in Sept. we may have a C130 coming in and jumping but not sure at this time.

Mr. Luster said that when FDOT sends out damage report information it very important that we complete and follow up as soon as we can.

Mr. Ramdass, reported that they are working on the 5-23 rehabilitation. Today the GEO tech came back to look at the thickness of the asphalt on the taxiway as to section with the runway. Looking at the concrete white topping, which will be 4" concrete, Mr. Luster has noted that it needs to be 6" thickness. Mr. Ramdass noted then it will be 6" thick. Mr. Weaver noted that from 5-23 back to the concrete apron, not the cross field, should also be included in the project. Cost for design to add this, Mr. Ramdass said no addition cost will be incurred to add this to the designing.

Add this to the project.

Motion by: Dean Weaver Second by: Bob Canady All Ayes

Mr. Thomas asked about the Gold Truck, Mr. Weaver noted to declare it surplus and dispose of it.

Motion by: Dean Weaver Second by: Glen Harris All Ayes

Mr. Boyd, our accountant, will not re-bid next year based on the actions of our auditor, we need to put out advertisement for an accountant to work with us. Advertisement will be for a monthly accountant with QuickBooks knowledge.

Motion: Karen Lake Second: Dean Weaver All Ayes

Mr. Thomas reported that last year the Auditor was in conjunction with the City, which did not breakdown all the Airport projects independently. Especially for FDOT and FAA we need a breakdown showing all projects and funding sources. Mr. Thomas noted that a separate audit is especially needed this year since we have several different funding sources. Mr. Canady suggested we include this request in our letter to the City. Mr. Thomas agreed to follow thru with that.

Request for some of the tenants to use the mower, we have a liability issue and therefore only City employees are allowed to use the heavy equipment.

Request we moved the candy into the cabinet, tenants would like to have the candy more accessible. Mr. Weaver suggested we move the candy where they want it. Mr. Thomas noted that we put it out and do an audit for 60 days and see if we are short we then will consider other options. Suggested that we put out a sheet to

Minimum Operation Standards we rewrote the Flight Training Facility, a couple of typos were noted and will be corrected.

Motion by: Dean Weaver Second by: Bob Canady All Ayes

Sportsman's Lease that was put on hold – set up a time for a meeting and working on the lease , we will report at n ext meeting. Mr. Thomas will notify when the special meeting is scheduled.

A invoice from Bradford Telegraph, in the amount of \$2133.30 Mr. Weaver moved that we pay the invoice , it should be covered under the grant. Mr. Thomas noted that this invoice should be split between at least two funding sources.

Motion by: Dean Weaver Second By: Bob Canady All Ayes

Another invoice in question is Earth Tec, we have paid half of the invoice however, we do not know what it is for and we are trying to find the information of this. Send a letter asking for a breakdown on that bill. Have Mr. Pierce from Earth Tec respond to Mr. Thomas.

Mr. Thomas asked can we change our by laws to read that notification of special meetings be sent out electronically with notification of receipt. Ms. Lake questioned if that would be allowed under the Sunshine Law. Mr. Thomas noted that Mr. Weaver run this by Mr. Bradley, City Atty. To find out if there is an issue with sending notification by electronic means. Provided there is an acknowledged receipt. We will still post as always.

Motion by: Dean Weaver Second by: B. Canady All Ayes

Ms. Lake requested that the candidate signs on right of way and City property be picked up. Mr. Weaver and Mr. Young agreed to pick them up. Also, she was at the Clay County Board Commission mtg. when they awarded two grants to The European Rally School. Ms. Lake noted that many good things were said about the airpark at that meeting.

Wings of Dreams reported they will have big news next meeting.

Meeting adjourned at 8:38 p.m.

Noel Thomas, Chairman

Attest

Karen Lake, Board Secretary