



Tri-County Airport Authority (1J0) ("TCAA")

1983 Tri-County Airport Rd - Bonifay, FL 32425

Mail: PO Box 756, Bonifay, FL 32425

Regular Board Meeting Minutes

March 10, 2020 6:00 PM, Airport Conference Room

In attendance were board members, participants and guests as listed on the attached sign-in sheet.

1. **Call to Order**- Jack Locke, Chairman called meeting to order at 6:01 PM.
2. **Invocation** - Ross Statham
3. **Review of Agenda** - Approved as submitted.
4. **Last Meeting Minutes** - Kerr moved, and Town seconded, the minutes of our previous regular board meeting be approved. Carried.
5. **Non-Agenda Audience**. None.
6. **Treasurer's Report** – James Town, Treasurer (Attached)
 - a. Monthly and year to date transactions and financial statements were discussed.
 - b. Fuel operations and pricing were discussed. No action.
 - c. Town provided an update on Florida House Bill 1375 to change the TCAA Board composition, which has passed the Florida House and currently sits in the Florida Senate Rules Committee. It is hoped it will pass prior to the next Board Meeting. See attached as last page of Treasurer's report.
 - d. Town reported that a long-term disaster recovery has been approved by Congress and that Florida has been appropriated \$433 million. Because the Airport Authority is a separate entity from the counties we serve, we submitted a separate request for a portion of these funds.
7. **Airport Operations Report**- Mark Wilson, Airport Manager (Attached)
 - a. Written report was provided (attached). Discussion about a few items on the enclosed report, no action items required by the board.
8. **Capital Project Update**
 - a. Calvin Palmer (AVCON), Norman Rich (TCAA Board), Airport Manager Mark Wilson and Administrative Assistant Brenda Wilson, are in training this week and were not in attendance. In their absence, Statham reported that Holmes County has issued a certificate of occupancy for the four new box hangers, that Palmer has indicated that a walk-through has found a few punch list items that still need completed and that Mark Wilson has indicated that these hangers will be rented shortly.
9. **Old Business**
 - a. **Tenant appreciation cookout discussion** (Alan Williams). The event is scheduled on March 14, 2020 from 10 am to 2 pm. We will be providing hamburgers, hot dogs, chips, cookies, soft drinks, etc to the skydivers on the field, our airport tenants and our local "neighbors", and the local EAA chapter will be assisting and providing a static display of two or three aircraft. Event to be held in the shade hanger area. Head count, budget and other details were finalized.
 - b. In a follow on decision to change our common traffic advisory frequency to 122.725, Statham reported that the Federal Communications Commission had some questions and requested tweaks to our application, which was re-submitted a few weeks ago online.
 - c. Statham noted that there has been some discussion with the FAA regarding obstacle clearance, which is affecting our instrument approach. He asked for the phone number of Lee Lewis of AVCOM, which the Chairman provided, to discuss. No action.
10. **New Business**
 - a. Chairman Locke reported he has met with the Airport Manager about his job performance as well as to receive feedback from him, which was all positive. The Board unanimously expressed their support and appreciation for the work he is doing.

- b. Member Rick Kerr reported that Washington County Fire has a spare fire engine they could base at the airport for airport and local fire suppression. It would require us to spend about \$1000 per year for maintenance as well as to ensure there are heat lamps available in the winter during hard freezes. Williams moved, and Statham seconded, that we empower the Chairman to negotiate a Memorandum of Understanding with Washington County and that we base some of their equipment on airport property.
- c. Statham reported that our "19" marker and some accessory markers on our runway are becoming difficult to see. He proposed we spend \$300 and that he and the airport manager repaint these markings using FAA-certified marking paint. Carried.
- d. Statham reported that the Experimental Aircraft Association has two events planned to expose the community to aviation-- a "Young Eagles Day" for youth ages 8-17, and a "Flying Start Day" to expose adults. No action needed.

11. Meeting was Adjourned by Locke at 7:05 PM.

These minutes were compiled by the Secretary on behalf of the Board of Directors, and when subsequently approved by the Board of Directors and signed and dated by the Secretary, shall constitute a true record to be included with the official legal records.



Ross E. Statham, Secretary

The next regular meeting of the Board of Directors is scheduled for the second Tuesday of the following month at 6 pm in the conference room of the terminal building.