



Tri-County Airport Authority ("TCAA")

1983 Tri-County Airport Rd - Bonifay, FL 32425

Mail: PO Box 756, Bonifay, FL 32425

AGENDA

Regular TCAA Board of Directors Monthly Meeting: 6 pm September 8, 2020, Airport Lobby

1. **Call to Order**- Jack Locke, Chairman
2. **Invocation**
3. **Review, changes to and approval of Agenda** (may be changed prior to adoption)
4. **Review & Approval of Minutes of the last Board meeting**
5. **Non-Agenda Audience** *(Effective Oct 1, 2013, FL Statute 286.0114 mandates that "members of the public shall be given a reasonable opportunity to be heard on a proposition before the board of commission (Authority)." Each individual shall have three (3) minutes to speak on a proposition before the Authority.)*
6. **Treasurer's Report** – James Town, Treasurer
 - a. Reminder to Directors of October 13, 2020 Annual Organizational meeting, officer election, committee appointments and other Organizational meeting business
 - b. Monthly and Year to Date Financial Report
 - c. Presentation of last FY Audit copies and highlights to Directors
 - d. Fuel Operations & Pricing Comparison Report
 - e. Other updates as applicable
7. **Airport Operations Report**- Mark Wilson, Airport Manager
 - a. Physical Maintenance & Repairs
 - b. Other items as needed
8. **Capital Project Update** – AVCON, Inc. & Tiffany Garling
 - a. AVCON update
 - b. DBE Conference call (0:15), led by AVCON
 - c. Engineering and payment Projects and Reports- Tiffany Garling
9. **Other Old Business**
 - a. Update on progress with new lease documents to Tenants - Brenda Wilson
 - b. Response from aircraft owners about hangar/tie-down mail-out - Mark Wilson
 - c. Time-line for all approved instrument procedures to be fully operational and NOTAM(s) removed after obstacle clearance, runways 10 & 19 - Ross Statham
 - d. Update on airport code and new frequency: probably 10 Sept and/or 8 October - Ross Statham
 - e. Mail-out to Bay County aircraft owners using free FAA database
10. **New Business**
 - a. Development of 1-page flyer or tri-fold as initial airport branding info summary - Tiffany Garling
 - b. Safety issue with two powered parachutists (no radios), parking vehicles on taxiway, taking off on the grass next to our runway and flying circles within the airport boundaries on Sunday, September 6, 2020 at about 6 pm. Briefing only; no action items - Ross Statham
 - c.
 - d.

11. Adjourn

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.