



Regular Board Meeting Minutes

June 8, 2021 6:00 PM, Airport Lobby (COVID 19 Distancing)

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 6:00 PM; a quorum was confirmed. (See attendees listed on attached sign-in sheet.)
2. **Invocation** - Ross Statham
3. **Review of Agenda.** Statham moved, and Leuenberger seconded that the Agenda be approved as submitted. Carried.
4. **May 26, 2021 Executive Committee Meeting Minutes** - Town moved, and Chappell seconded, that the May 26, 2021 Executive Committee Meeting Minutes and its motions be approved. Carried.
5. **May 11, 2021 Regular Board Meeting Minutes** - Williams moved, and Town seconded, the minutes of our May 2021 regular board meeting be approved as submitted. Carried.
6. **Audience wishing to speak:** None.
7. **Treasurer's Report** – James Town, Treasurer (Attached) -
Town presented **enclosed financials, financial analysis, fuel pricing** analysis and fuel costs. There was also a discussion about a tenant who has both past due and who has filed for **bankruptcy**; it was decided to move his aircraft to the shade hanger and make the vacated hanger available to the next person on our waiting list. Town will also work with the bankruptcy judge to see what may be available to us for payment.
There was a discussion about a **seriously past due tenant** who has on several occasions promised members of the board to bring his account up to date; total owed to the airport is \$3,312.66. It was decided to have the Secretary and Treasurer craft a letter giving him until the end of June to catch up his account or we would begin eviction proceedings as well as other legal actions.
At the direction of the Board and the Executive Committee, the Treasurer put together a series of **confidential recommendations** regarding an existing land lease tenant who is in default of their lease. (Details are not included in the minutes or notes for privacy concerns for the tenant.) Several options were discussed as to what financial options for resolution we planned to present to the tenant; the Board deliberations involved discussions about cash flows, insurance, parking multiple aircraft in hangars, potential new hangars, potential grant monies, potential financing and airport liability. (Town led the discussions and answered a series of questions from several Board members.) The Board gave their unanimous approval for the Chairman and the Treasurer to continue discussions with the tenant, to present our proposed options, to seek resolution, and to keep the Board informed of discussions as appropriate.
8. **Airport Operations Report-** Mark Wilson, Airport Manager (Attached)
 - a. Written report was provided in advance of the meeting (attached).
 - b. Since the Airport Manager is sick and unable to make the meeting, the report was accepted without comment by the board.
9. **Capital Projects Update - AVCON** (see the enclosed report) Items were discussed as described in the enclosed report were each reported and discussed. **ACTION ITEM:** Statham moved, and Town seconded, that we approve the execution of the enclosed Task Order 10 to authorize Wildlife Hazard Management Program as requested by the FAA as condition of Airport Layout Plan approval. Carried.
10. **Engineering and Payments, Projects and Reports-** Brenda Wilson presented the enclosed report for Tiffany Garling, who was unable to attend. Discussion, but no action.
11. **Other Old Business:**

- a. Two items were listed on the agenda to be discussed by the Airport Manager (lease returns and tie-down ropes), but due to his being sick, these were tabled until next month.

12. New Business

- a. **Skydiving Chart Markings** - Statham reported on his discussions with Skydive Panama City (our tenant) and the FAA Orlando Office about the FAA marking the VFR chart for parachute operations, as well as updating the FAA Airport Facility Directory to include notations of Skydiving Activity on Saturdays and Sundays. Statham will work with the FAA to make these changes as appropriate.

13. There being no other business, the Meeting was Adjourned at 7:23 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 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.