



Tri-County Airport Authority  
1983 Tri-County Airport Rd - Bonifay, FL 32425  
Mail: PO Box 756 - Bonifay, FL 32425

October 6, 2021

Tri-County Airport Authority  
Board of Directors

RE: Website Report; Email Reminder

TCAA Board,

1. During the past three weeks I did a website refresh to all pages to ensure we were up to date, and to add information regarding our upcoming airport identifier change and the new logo.
2. In a review of the new tenant leases for fiscal year 2022, we noticed that the airport "rules and regulations" were listed on each lease as an appendix. We removed those from the lease and placed them in a prominent place on our website, as well as adding changes to the rules made over the past year, including some recent changes.
3. Tiffany Garling is working on trying to obtain a \$5000 grant to perform a website refresh to include new photos and video, perhaps similar to what was done recently to the Marianna site. I think it a very good idea.
4. We have applied for a ".GOV" website from the US General Services Administration (who both approves and manages these), and they have given us tentative approval for "www.kbcr.gov", at no cost to us. I am continuing to explore this and to work with the GSA and their team. Should that not work out, I will be recommending we obtain "www.kbcrairport.org" and migrate our site towards that name; ours is currently too long and unwieldy. I will continue to report on this. We have some advantages to using a .gov in our email when working with the FAA, FDOT and other regulatory agencies. Should we go this route, we would simply forward our old website to the new site. (I do this all the time at work.)
5. As a reminder, any email you send and receive on airport business must be retained, because of Florida sunshine laws. I recommend you retain your airport emails for two years at least. Routine emails such as calls for reports, or emails noting things posted on our public website I do not save—use your best judgment.

Sincerely,

Ross E. Statham, Board Secretary  
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