

Regular Board Meeting Minutes

February 8, 2022 5:00 PM, Via Video Conference as Published

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 via video conference at 4:58 PM; a quorum was confirmed. (See attendees listed on attached sign-in sheet.)
2. **Invocation** – Ross Statham
3. **Review of Agenda.** The Agenda was reviewed; Statham requested that the Airport Operations and Fuel report be removed from the Consent Agenda; it was moved to new business. Brenda Wilson asked that a new FDOT grant request be added under new business on the meeting agenda.
4. **Consent Agenda items were unanimously approved as submitted:**
 - a. Last month's meeting minutes
 - b. Treasurer's report
 - c. AVCON report
 - d. Grant Activity Report
5. **Audience wishing to speak:** None.
6. **Other Old Business:**
 - a. Regarding a \$32,000 FAA Grant Request under discussion from our January meeting, Brooks moved, and Statham seconded, that we make the formal request. Motion carried; Brenda Wilson will have Chairman Jack Locke sign the grant request and begin the process.
 - b. Regarding a legal action filed against a tenant who owes us back due rent, the legal action was found in the airport's favor; the tenant was given 90 days to vacate as well as pay his past due rent.
 - c. Regarding an FAA lien against an aircraft being filed against another past due tenant, Brenda Wilson reported that the lien has been submitted to the FAA, and we are awaiting their confirmation.
 - d. Regarding our advertising for requests for quotation for engineering firms, it is still the plans of the airport staff to advertise as previously decided in the January 11, 2022 meeting. No action by the Board.
7. **New Business**
 - a. Staff member Brenda Wilson reported that she had emailed out to the Board an FDOT grant request for \$100,000 (enclosed), which is on our Master Plan but requires the Board's approval. Statham moved, and Acuff seconded, that our Chairman sign the grant application and submit by the airport staff to FDOT. Motion carried. Brenda Wilson will also put this grant application in front of the Chairman for signature.
 - b. There was a discussion about fuel sales, our retail price, cost and discounts to tenants. Airport Manager Mark Wilson will provide some detailed reporting of tenant and transit fuel sales, with comparisons by month for the past year, and forward to the Board for discussion again next month—off the Consent Agenda.
 - c. Statham moved, and Brooks seconded, that we have our March 8, 2022 meeting by video using the same process, and that we advertise it as such on our website. Motion carried.
8. **Adjourned** at 5:21 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