

Regular Board Meeting Minutes

August 8, 2023 - 5:00 PM - Airport Conference Room

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

1. **Call to Order-** Chairman Locke called meeting to order at 4:57 PM; a quorum was confirmed as per the attached sign-in sheet.
2. **Invocation** – Ross Statham
3. **Review of Agenda.** Accept as submitted.
4. **Consent Agenda** items were, as previously determined by procedure, approved as submitted:
 - a. Last month's regular and executive committee meeting minutes
 - b. Treasurer's report – See attached report
 - d. Technology Report - None
 - e. Grant Activity Report – See attached report
5. **Audience wishing to speak:**
 - a. **Anthony Cooley** requested that the Board consider extending the current waiver for a non-flyable aircraft, explaining the lengthy process and expenses that have been involved in getting their non-flyable aircraft to be able to pass an annual inspection. After a discussion with Mr. Cooley and between the Board, Statham moved and Crutchfield seconded that we extend the waiver thru September 30, 2023 (the end of the fiscal year) with the understanding that if the aircraft is still not flyable, the tenant will either vacate the hangar or begin paying the additional storage fee on October 1, 2023. Motion carried unanimously.
6. **Airport Manager Report (enclosed):** Routine discussions. No action items for the Board.
7. **AVCON Report:** Calvin Palmer from AVCON discussed the enclosed report; there were two action items required by the board (see Old Business item (a.) below), the remainder was reporting and discussions for clarification.
8. **Old Business:**
 - a. **Board Motions for three resolutions:** The Secretary reported that there were three Resolutions that were passed last month by the Executive Committee using a video platform, but that our attorney has told us that video meetings have been determined by the State to have been a temporary measure during COVID 19 and should no longer be used. Accordingly, these three Resolutions have been placed on the agenda for discussion and action:
 - i. Tri-County Airport Authority Resolution 23-06, an FDOT correction and amendment to a previous grant agreement. Acuff moved, and Brooks seconded that we pass this resolution directing the Chairman to sign. Carried unanimously.
 - ii. Tri-County Airport Authority Resolution 23-07, an FAA grant agreement regarding improvements to our electrical vault. Acuff moved, and Leuenberger seconded that we pass this resolution directing the Chairman to sign. Carried unanimously.
 - iii. Tri-County Airport Authority Resolution 23-08, an FAA BIL grant agreement regarding the FAA portion of a recent runway and taxiway remarking project. Brooks moved, and Acuff seconded that we pass this resolution directing the Chairman to sign. Carried unanimously.
 - b. **Blocked runway drainpipe.** AVCON and the Chairman reported that we have a partially blocked runway drainpipe, and that the City of Graceville has the equipment needed to both scope the pipe and to clear the blockage. Statham moved and Williams seconded

that we allocate up to \$1,000 for the City of Graceville to scope our drainpipe to help understand where the blockage may be located. Motion carried unanimously.

- c. **Commercial mower.** The Chairman discussed a current need we have for a larger and more up to date mower. The Chairman indicated that he has received a quote for of \$14,500 from a local dealer. There is a sale pending on an aircraft with tail number N387JV which will provide the majority of funds needed to cover the cost of the new mower. If this sale does not proceed, then the Treasurer indicated that the operating surplus showing for the 2023-2024 fiscal year is to be used for the purchase of the mower. Acuff moved and Brooks seconded that the Chairman and Airport Manager work with the Treasurer to obtain a new commercial mower. Motion carried unanimously.
- d. **Fiscal Year 2024 Budget:**
 - i. The Treasurer submitted a revised budget, which the Board reviewed and discussed. The Board asked that it now be advertised as is required by law. Airport Administrative Assistant Brenda Wilson will do so.
 - ii. In a follow up to last month's discussion regarding non-commercial hangar rents, Statham moved and Acuff seconded that we approve the submitted rate card, which reflects a 5% increase effective October 1, 2023 and will be reflected in the above budget. Motion carried unanimously.
- e. **Line of Credit Increase:** Brenda Wilson, Administrative Assistant asked that we move \$25,000 from our fuel account to our savings account. This will pay us higher interest; plus will expedite any needed draws we may need to take from our Line of Credit. Acuff moved and Crutchfield seconded that we do so. Motion carried unanimously.

9. **New Business**

- a. Statham reported that we are unable to legally conduct Board meeting and Executive Committee Meetings by video, which was allowed by the State during COVID. Accordingly, he asked that we drop the account we have with Zoom.com. Brooks moved and Acuff seconded that we do so immediately. Motion carried unanimously.

10. **Adjourn:** There being no other business, the meeting was adjourned at 5:43 PM.

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



Ross E. Statham, Secretary