
Regular Board Meeting Minutes

April 14, 2026 - 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 4:55 PM; a quorum was confirmed as per the attached sign-in sheet.
2. **Invocation:** Ross Statham
3. **Review of Agenda:** Approved as submitted.
4. **Review and approval of Finance Committee Minutes:** (No meeting last month)
5. **Consent Agenda** items were, as previously determined by procedure, approved as submitted:
 - a. Last month's regular meeting minutes
 - b. Treasurer's report – See attached report
 - c. Grant Activity Report – See attached report
6. **Audience wishing to speak:** None.
7. **AVCON Report:** AVCON Vice-President Lee Lewis led the discussion based upon the enclosed written report:
 - a. **(Task Order 02)** As per the report, he asked that the Board approve (subject to FDOT concurrence) Change Order 01 to this Task Order to correct erosion (noticed by AVCON engineers) in the amount of \$18,000. After a brief discussion, Exum moved and Crutchfield seconded that we do so; motion carried unanimously.
 - b. **(Task Order 03)** As per the report, AVCON reported that while the project is now doing well, delays necessitate that we add 30 calendar days to Change Order 05 to extend to May 18 (with no cost change). After a brief discussion, Crutchfield moved and Shores seconded that we do so; motion carried unanimously.
 - c. **Other Items** Other items are listed on the enclosed report.
8. **Airport Manager Report (enclosed):**
 - a. The Board reviewed the Report and briefly discussed minor items without questions.
 - b. There was a report by the Manager and discussion about the recent spike in fuel prices due to the conflict with Iran.
 - c. Statham asked about our engagement of someone to kill the vegetation in the area north of the shade hangars (approved last month), which the Manager reported will be performed by a vendor using a drone.
 - d. Two additional items from the airport manager are listed below under New Business.
9. **Airport Profit Report:** The fiscal year-to-date airport profit report was provided to the Board by Treasurer Tommy Leuenberger. The report was briefly discussed and is attached.
10. **Old Business:**
 - a. **Community Outreach** – Exum reported that for the upcoming joint Chamber of Commerce event scheduled for April 16 (two days from now), everything is well in hand. We are providing our shade hangar and Board members were encouraged to attend; the Board thanked Exum for his work on community outreach.
 - b. **Long Range Development Planning** – Statham noted that he has been speaking with a aircraft maintenance vendor who is very interested in relocating to our airport (and bringing jobs to our area), but needs hangar and office space. Statham asked Exum his thoughts in having discussions with the Washington County Board of County

Commissioners regarding our long-term growth plans and needs, which was discussed between the entire Board regarding ideas on how we should best proceed.

Chairman Locke noted that he believed that we should put in place a “plan and a package” to move this forward. He suggested we work with the state aviation office, local economic development, all three county commissions and perhaps the Legislature regarding needed airport infrastructure for our airport development to target Fiscal Year 2028. He further suggested that we should take the leadership on this first, and then get the Commissioners of Holmes, Jackson and Washington Counties involved to help support this, which was agreed to by those present.

After an exchange of ideas on how best to proceed, Statham moved that we create an ad hoc committee, which Locke suggested we call “Tri-County Airport Vision 2028”. Statham also moved that we appoint five volunteer members, with Locke as Chair and Statham as Secretary, but allow any other board members that wish to attend do so.

After more discussions on how best to proceed, Exum seconded and the motion was carried unanimously. It was decided that members will include Locke, Statham, Exum, Crutchfield and Shores. A monthly meeting date and agenda will be determined and published shortly.

11. **New Business:**

- a. **Helipad** – Manager Mark Wilson noted that our most recent airport inspection showed that we have a helipad, but that the FAA database is incomplete in this matter. There was some confusion as to whether a helipad/helicopter approach needs to be published. It was decided that since the helipad is being moved soon (in an upcoming project) that we should table the discussion. However, AVCON also agreed to look into the database question that was raised and to provide the Manager with their thoughts.
- b. **Requested Tenant Lease Language** – Manager Mark Wilson requested that the Board include new language within our hangar lease regarding environmental exposure limit of liability (an email attached to these minutes) Statham expressed his strong approval but requested that we delete the word “shade” from the first sentence, in order to have it apply to all hangar leases. Leuenberger moved, and Corbin seconded that we approve the language submitted with the suggested change; motion carried unanimously.
- c. **Skydive Panama City Hangar Addition** – Chairman Jack Locke reported that in follow up to last month’s request that we spend monies to make improvements to the Commercial Hangar in use by Skydive Panama City, that we set aside \$14,000 to provide a 10x24 frame-out, roof, siding, rough plumbing and concrete. After a brief discussion, Statham moved and Crutchfield seconded that we do so; motion carried unanimously.

Adjourn: There being no other business, the meeting was adjourned at 6:12 PM.

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



Ross E. Statham, Secretary