

Tri-County Airport Authority
PO Box 756
Bonifay, FL 32425

“Serving Holmes, Jackson, and Washington Counties”

Posted

Workshop Agenda
Tuesday, May 8, 2018, 5:00 p.m.

1. Call To Order – Chairman Locke
2. Invocation
3. Introduction of Guests
4. Review of draft new hangar lease
5. Other organization document topics – Treasurer Town/Chairman Locke
 - a. Policy & Procedures Manual
 - b. Airport Rules & Regulations
 - c. Strategic Marketing Plan
 - d. Member Pictures For Website
6. Adjourn

Regular TCAA Monthly Meeting Agenda
Tuesday, 6:00 p.m., May 8, 2018

1. Call to Order – Chairman Locke
2. Approve Agenda*
3. Approval of Minutes: April 10, 2018.
4. Financial Report - Treasurer
 - a. Monthly and YTD Financials
 - b. Hangar Rental Report – Follow-up on late payments
 - c. Fuel Operations
 - d. Budget for FY commencing October 1, 2018
 - e. Audit Report Completion Date Update
5. Airport Operations Report – Airport Manager
 - a. Airport Equipment Storage
 - b. Physical Maintenance & Repairs Highlights
 - c. Hangar Waiting List
 - d. Progress on hangar rental standardization based upon like space
 - e. Key control for hangars and aircraft
 - f. Current hours of operation and days office attended
6. Capital Project Update – Lee Lewis, P.E.
 - a. Update on timing for initial quotes for work
 - b. Conceptual sequence of events next 6 months
 - c. Board action items by month, if any.
 - d. Initiation of project tracking files and coordination for engineering and payments by Director Rich.

*May be changed at the meeting prior to adoption.

**Tri-County Airport Authority
PO Box 756
Bonifay, FL 32425**

“Serving Holmes, Jackson, and Washington Counties”

Posted

7. Old Business

- a. Rex Fuel Inventory Buyout Update – Treasurer Town
- b. Rental Deferral Period For Bowers Family – Progress Report, Chairman Locke
- c. Approval of new hangar lease for return to legal counsel for final edit.
- d. Activation of compliance website (www.tricountyairportfl.com)

8. New Business

- a. Appointment of subcommittee for airport rules & regulations draft
- b. Contact Holmes County BOCC about replacements for Directors Cooley & Hood July 1st.
- c. Letter to all three BOCC’s to confirm indemnification of appointees vs. board liability insurance
- d. Response to Joint Legislative Auditing Committee
- e. Surplus Equipment Disposition

9. Public Comments

10. Next Meeting: June 12, 2018, 6:00 p.m. in terminal building

11. Adjourn

*May be changed at the meeting prior to adoption.