

Tri- County Airport Authority
P.O. Box 756
Bonifay, Florida 32425

“Serving Holmes, Jackson, and Washington Counties”

AMENDED AGENDA

Regular TCAA Monthly Meeting Tuesday, 6:00 p.m., July 10, 2018

1. Call to Order – Chairman Locke
2. Invocation.
3. Election of Officers
4. Approve Agenda.*
5. Approval of Minutes: June 12, 2018, Workshop and Regular Meeting Minutes; and Emergency Board Meeting Minutes, July 2, 2018; and Executive Committee Meeting Minutes, June 27, 2018
6. Non-agenda Audience. *Effective October 1, 2013, FL Statute 286.0114 mandates that, “members of the public shall be given a reasonable opportunity to be heard on a proposition before the board or commission (Authority).” Each individual shall have three (3) minutes to speak on a proposition before the Authority.*
7. Financial Report –
 - a. Monthly and YTD Financials. Treasurer Town
 - b. Prepare new hangar lease formats for presentation to tenants in August.
 - c. Fuel Operations..
 - d. Budget for FY commencing October 1, 2018, Second Look
 - e. Audit received by FL Auditor General 6/28/18.
8. Airport Operations Report – Airport Manager
 - a. Physical Maintenance and Repairs Highlights.
 - b. Need for cameras to record aircraft operations & perimeter security
 - c. Hangar Waiting List.
9. Capital Project Update – Lee Lewis, P.E.
 - a. Spill Prevention Plan (SPP) update.
 - b. Tree Clearing quotes.
 - c. Board action items by months, if any:
 - i. Request approval of Airport Master Plan Task Order, subject to IFE process;
 - ii. Request approval to submit Airport Master Plan AIP Grant Application;
 - iii. Request approval to Re-paint Hold Position Markings and Taxiway/Apron Lines;
 - iv. Request approval to award Base Bid on Hangar/Taxiway project;
 - v. Request approval to submit Taxiway AIP Grant Application.
 - d. Initiation of project tracking files and coordination for engineering and payments by Director Rich.
10. Old Business
 - a. Rex Fuel Inventory Buyout Completed 6/23/18 for \$16,721.56.
 - b. Response from counties relative to indemnification Awaiting Jackson & Washington count’s responses.
 - c. Subcommittee for airport rules and regulations update.

*May be changed at the meeting prior to adoption

- d. Policy & Procedures Manual. Treasurer Town
- e. Strategic Marketing Plan. Treasurer Town

11. New Business

- a. Hangar Rent Increase.
 - b. Credit Card Authorization Form.
 - c. Annual Hangar Rent discount.
 - d. Fuel discount.
 - e. Board member seats and vacancies.
 - f. Adopt a resolution to vacate seats when the appointed member fails to attend meetings on a recurring basis.
- f. Next Meeting is scheduled for August 14, 2018, 6:00 p.m. in terminal building.
- g. Meeting adjournment