

Jaime

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

"Serving Holmes, Jackson, and Washington Counties"

AGENDA

November 10, 2016

1. Meeting Called to Order ✓
2. Invocation ✓
3. Introduction of Guests *NICK RAYMON*
4. Approval of Last Month's Minutes *OK.*
5. Financial Report *OK.*
6. Old Business: ✓
 - a. Runway/Taxiway Sodding Project ✓
 - b. Missing Link Taxiway Project ✓
 - c. Box Hangar/Taxiway Project ✓
 - d. Security System Status ✓
 - e. Airport Manager's Contract ✓
7. New Business ✓
8. Manager's Report ✓
9. General Comments *14,790 Door Rex = 1/2 + 1/2 = Yearly Helps*
10. Announcements – Next meeting will be December 8, 2016
11. Adjournment

Dec. 31
LARRY RETIRED.

Tri-County Airport Authority
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“Serving Holmes, Jackson, and Washington Counties”

October 13, 2016

The Tri-County Airport Authority held a monthly meeting on Thursday, October 13, 2016 at the airport terminal building. Attending were the following members:

HOLMES COUNTY

Jerry Cooley
Chuck Aronholt
Jack Locke
Jaime Pinto

JACKSON COUNTY

WASHINGTON COUNTY

Alan Williams
Norm Rich

Also in attendance were: Ed Bowers, Arthur Hooks, Bill Ruic, Emily Pettis and Theresa Fekays with Grimsley, Cavin and Company.

Chairman Jerry Cooley called the meeting to order at 6:00 p.m.

Representatives from the firm of Grimsley and Cavin were present at the meeting to give the report of the 2015 Single Audit. Mrs. Fekays and Ms. Pettis discussed the 2015 audit report and the findings in the report. They presented the Authority with their copies of the report for their review and file. Mrs. Fekays stated that overall the audit report was a good report.

Mr. Jack Locke made a motion to approve the minutes for the September meeting; Mr. Chuck Aronholt seconded the motion and the motion passed.

1. **FINANCIAL REPORT:** Mr. Jaime Pinto presented the financial report to the board and handed out the Treasurer’s Report which confirmed the Projects Account at Capital City Bank has \$103.54. The Fuel Account at One South Bank has \$78,093.92 and the Operating Account at One South has \$32,274.89. There are two outstanding invoice to World Fuel Company in the amount of \$10,459.27. Fuel on hand is 1,748 gallons of 100LL and 5,143 gallons of Jet-A. The Jet-A includes 3,165 gallons purchased by Rex Lumber Company. There are hangar rent checks to be deposited in the amount of \$175. Mr. Pinto went over the Statement of Revenues and Expenses from the accountant that showed total revenue of \$147,900.34, the Cost of Goods Sold was \$1,225.00, with a total expense of \$20,676.13, Interest Income of \$0.14, and a net income for the month of \$125,999.35. Mr. Jack Locke made a motion to accept the financial report, Mr. Chuck Aronholt seconded, we voted and the motion passed.
2. **OLD BUSINESS:**
 - a. **RUNWAY/TAXIWAY EXTENSION SODDING PROJECT:** Mr. Arthur Hooks informed the board that we are waiting to complete the sodding on this project as soon as the missing-link taxiway earthwork is completed.

- b. **MISSING LINK TAXIWAY PROJECT:** Mr. Arthur Hooks informed the board the contractor has started back to work on the project and is progressing along as well as could be expected.
 - c. **BOX HANGAR PROJECT:** Mr. Arthur Hooks informed the board that the JPA and Notice to Proceed was received from DOT on September 21st. We have started working on the design plans for the 4-Unit Box Hangar project.
 - d. **SECURITY CAMERA COMMITTEE REPORT:** Discussing followed on the report of the committee findings. The committee was made up of Jack Locke, Norm Rich and Ed Bowers. It was discussed that this should be a priority issue for the airport. The motion detector and lights for the shade hangar need to be replaced so that anything approaching the hangar will turn on the lights under the hangar. It was also discussed to place a keypad lock on the personnel entrance gate and purchase security signs. Mr. Pinto made a motion to purchase the lights, signs and keypad. Mr. Williams seconded the motion. We voted and the motion passed.
3. **NEW BUSINESS**
 4. **MANAGER'S REPORT:** Mr. Ed Bowers gave the Manager's Report and reported to the board that all t-hangars and box hangars are rented. Scott Minor and Dennis O'Leary are still behind. We have two shade hangars open. Mr. Bowers stated that Mr. Pinto had already given the report of the fuel status. Mr. Bowers mentioned it is time to renew his Airport Manager's contract. He said he is requesting a pay increase to bring his pay to \$600 per week. Mr. Bowers said this would bring him up to the top of the poverty level.
 5. **GENERAL COMMENTS:** None
 6. **ANNOUNCEMENTS:** The next meeting will be November 10, 2016 at 6:00 p.m.
 7. **ADJOURNMENT:** The meeting was adjourned at 6:45 p.m.

Submitted by,

Russell Hood
Secretary

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

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Treasurer’s Report

November, 10th. 2016.

Bank Accounts: We have at:

Capital City Bank, Projects Grants account.....	= \$	34,268.70
The Fuel Account: One South Bank.....	= \$	73,370.26 ✓
Operating Account: One South Bank... ..	= \$	34,632.51 ✓
Total:	= \$	142,271.47

We owed to World Fuel Company as of today:

Invoice pending #000000 due 00000000	=	\$ 0000000
Invoice pending #00000000 due 0000000	=	\$ 0000000

Fuel on hand: Av-Gas – 100 LL	=	3,100 Gal.
Jet – A:	=	4,179 Gal. ✓
Minus Fuel purchased by Rex...	=	2,617 Gal. ✓
Total Jet –A.....	=	1,562 Gal. ✓

Note: we have hangar rent’s checks to be deposited for \$ 400.00. ✓

Jaime F. Pinto
Treasurer


11/10/16
Cash Basis

Tri-County Airport Authority Statement of Revenue and Expense October 2016

	Oct 16 ✓
Ordinary Income/Expense	
Income	
Fuel Income	6,163.45
Hangar Lease Income	5,135.00
Total Income	11,298.45 ✓
Cost of Goods Sold	
Part Par Taxiway	34,499.91
Total COGS	34,499.91 ✓
Gross Profit	-23,201.46 ✓
Expense	
Auto Expense	225.38
Bank Charges	10.00
Commissions	1,936.00
Credit Card Fees	397.21
Dues & Subscriptions	175.00
Fuel	10,459.27
Garbage Service	50.00
Legal & Professional Fees	95.00
Meals & Entertainment	6.07
Office Expense	15.20
Repairs & Maint	32.43
Supplies	15.18
Telephone	378.67
Utilities <i>ELECTRIC</i>	1,587.38
Total Expense	15,382.79 ✓
Net Ordinary Income	-38,584.25 ✓
Other Income/Expense	
Other Income	
Interest Income	1.35
Total Other Income	1.35
Net Other Income	1.35
Net Income ✓	<u>-38,582.90</u> ✓



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Name	Balance	View												
T 36 MO CD 0003	50,000.00	Info												
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<p>Messages</p> <p>No new Secure Messages</p> <p>Send Message</p> <hr/> <p>Transfer</p> <p>Transfer \$:</p> <p>From:</p> <p>To:</p> <p>Transfer</p>	<p>Recent Transactions</p> <p>No recent transactions for your selected accounts and filter in the last 30 days. Use the 'Configure Settings' icon above to select your transactions to view.</p> <p>Recent Transfers</p> <p>No recent transfers found.</p> <p>Scheduled Transfers</p> <p>No scheduled transfers found.</p>													



AbFrBsCk 0001
*****6601

Available Balance **\$34,268.70**

AbFrBsCk 0002
*****6602

Available Balance **\$0.00**



There have been 130 transactions on this account since 5/15/2016.

AbFrBsCk 0001
*****6601

\$34,268.70

Available Balance	\$34,268.70	Accrued Interest	\$0.00
Available w/ Overdraft Limit	\$34,268.70	YTD Interest	\$0.00
Current Balance	\$34,268.70	Prior YTD Interest	\$0.00
Hold Amount	\$0.00	Last Statement Date	10/31/2016
Yesterday's Balance	\$34,352.45	Last Deposit Date	11/7/2016
Last Statement Balance	\$137.54	Current Interest Rate	0.000 %
Last Deposit Amount	\$34,249.91		

Subtotal: Credits: \$306,321.30 | Debits: \$-308,929.70

Date	Description	Amount	Balance
Pending	TRANSFIRST DISCOUNT ACH Entry Memo Posted Today	-\$83.75	
11/7/16	Stop Payment Charge	-\$35.00	\$34,352.45
11/7/16	STATE OF FLORIDAPAYMENTS CTX ST*820*000000829\ BPR...	\$34,249.91	\$34,387.45
10/13/16	Trsf to Checking XX6601 Cover possible fees	\$100.00	\$137.54
10/13/16	REF OD ITEM FEE-1 TIME CLIENT COURTESY. OK'D CACARTER.	\$35.00	\$37.54
10/12/16	POS DEB 1607 10/12/16 00747382 PIGGLY WIGGLY BONIFAY...	-\$6.07	\$2.54
10/12/16	Overdraft Item Fee	-\$35.00	\$8.61
10/12/16	TRANSFIRST DISCOUNT CCD 543684555676991	-\$89.98	\$43.61
10/12/16	Trsf to Checking XX6601 cover o d from grant account	\$100.00	\$133.59
9/30/16	Trsf to Checking XX6602 Transf er to One south bank	-\$29,900.00	\$33.59
9/29/16	Check (3263)	-\$968.00	\$29,933.59
9/27/16	POS DEB 1038 09/27/16 00340424 WM SUPERCENTER Wal...	-\$2.32	\$30,901.59
9/26/16	POS DEB 1420 09/26/16 00349597 WM SUPERCENTER Wal...	-\$86.03	\$30,903.91
9/26/16	Check (3239)	-\$1,225.00	\$30,989.94
9/21/16	TRANSFIRST BKCD STLMTCCD 543684555676991	\$232.77	\$32,214.94
9/19/16	Check (3253)	-\$94,485.01	\$31,982.17
9/15/16	Check (3260)	-\$96.58	\$126,467.18
9/15/16	Check (3262)	-\$968.00	\$126,563.76
9/14/16	Check (3244)	-\$20,044.76	\$127,531.76

TRI-COUNTY AIRPORT AUTHORITY

1983 Tri-County Airport Road, Bonifay FL. 32425

Manager's Report

11/10/2016

1. All hangers are rented and current except Scott Minor & Dennis O'Leary they are still behind. We have no shade hanger open.
2. I would like to thank the board for renewing my contract for another year.
3. The following is the amount of fuel that we have on hand;

Gallons 100LL on hand;	Totals
Fuel Farm	2,900.00 ✓
Truck	200 ✓
Total 100LL	3,100.00 ✓
Gallons JET-A on hand;	Totals
Fuel Farm JET-A	3,566.00 ✓
Truck JET-A	613.00 ✓
Total	4,179.00 ✓
REX	2617.80 ✓
Our Balance is	1,561.20 ✓

Clarence E. Bowers,
Airport Manager