

Jaime.

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

"Serving Holmes, Jackson, and Washington Counties"

AGENDA

December 8, 2016

1. Meeting Called to Order ✓
2. Invocation ✓
3. Introduction of Guests ✓
4. Approval of Last Month's Minutes ✓
5. Financial Report ✓ J Locke.
J. MSDA wicks.
6. Old Business: ✓
 - a. Runway/Taxiway Sodding Project ✓
 - b. Missing Link Taxiway Project ✓
 - c. Box Hangar/Taxiway Project ✓ — Aeron will have PROPOSAL for Hangar for next meeting. Size + Price?
7. New Business: ✓
 - a. Annual Audit Discussion . AUDIT - June 1st. EACH YEAR!
8. Manager's Report ✓
9. General Comments ✓
10. Announcements – Next meeting will be January 12, 2017
11. Adjournment 7:45 = 1:45 min.

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

“Serving Holmes, Jackson, and Washington Counties”

November 10, 2016

The Tri-County Airport Authority held a monthly meeting on Thursday, November 10, 2016 at the airport terminal building. Attending were the following members:

HOLMES COUNTY

Jerry Cooley
Chuck Aronholt
Jack Locke
Jaime Pinto
Russell Hood

JACKSON COUNTY

Charles Cooley

WASHINGTON COUNTY

Alan Williams
Norm Rich
Curtis Snell
Sydney Snell

Also in attendance were: Ed Bowers, Larry Parker, Raymond Thomas with Holmes County Economic Development and Nick Harwell with Florida Institute of Government (FSU).

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

Mr. Chuck Aronholt made a motion to approve the minutes for the October meeting; Mr. Curtis Snell 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 \$34,268.70. The Fuel Account at One South Bank has \$73,370.26 and the Operating Account at One South has \$34,632.51. There are no outstanding invoice to World Fuel Company for this month. Fuel on hand is 3,100 gallons of 100LL and 4,179 gallons of Jet-A. The Jet-A includes 2,617 gallons purchased by Rex Lumber Company. There are hangar rent checks to be deposited in the amount of \$400. Mr. Pinto went over the Statement of Revenues and Expenses from the accountant that showed total revenue of \$11,298.45 the Cost of Goods Sold was \$34,499.91, with a total expense of \$15,382.79, Interest Income of \$1.35, and a net income for the month of -\$38,582.90. Mr. Chuck Aronholt made a motion to accept the financial report, Mr. Charles Cooley seconded, we voted and the motion passed.
2. **OLD BUSINESS:**
 - a. **RUNWAY/TAXIWAY EXTENSION SODDING PROJECT:** Mr. Larry Parker informed the board that the project is on hold until the taxiway project earthwork has been finished.
 - b. **MISSING LINK TAXIWAY PROJECT:** Mr. Larry Parker informed the board the contractor has the subgrade and limerock base in place. They are planning to start the asphalt paving Monday.

- c. **BOX HANGAR PROJECT:** Mr. Larry Parker informed the Board that DEP has reviewed the plans. The final plans will be submitted to the FAA and DOT for approval. Once the plans have been approved we will go out for bids on the project. The FAA Requires 30 days for the bid advertisement. We may want to move the December meeting from the 8th to the 15th for the bid opening if we get the DOT and FAA approval in time. If not we will have to wait until the January Authority meeting. The Taxiway portion of the project will be included in the pre-application that we will submit to the FAA next week.
 - d. **SECURITY CAMERA COMMITTEE REPORT:** Discussion followed on the report of the committee findings. The committee was made up of Jack Locke, Norm Rich and Ed Bowers. Mr. Norm Rich informed the Board that a coded pad lock will be placed on the personnel gate, the security signs will be purchased and the hangar motion detector and lights will be replaced. These items were approved for purchase at the October meeting.
 - e. **AIRPORT MANAGER'S CONTRACT:** Discussion followed on the contract renewal for the airport manager. It was decided to give Mr. Bowers his hangar for free and keep his salary the same. His contract will be renewed for one year. Mr. Pinto made the motion, Mr. Aronholt seconded, we voted and the motion passed.
3. **NEW BUSINESS:**
It was discussed by Chairman Cooley that Holmes County had expressed an interest in purchasing dirt from the Airport Authority. Discussion followed with Mr. Chuck Aronholt making a motion to sell the dirt to the County, Mr. Jaime Pinto seconded the motion, we voted and the motion passed.
 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. He reported there were no shade hangars open. Mr. Bowers said he would like to thank the Authority for renewing his contract for another year. Mr. Pinto made a motion to approve the Manager's report, Mr. Aronholt seconded the motion, we voted and the motion passed.
 5. **GENERAL COMMENTS:** Mr. Nick Harwell from the Florida Institute of Government at FSU spoke to the Board about assisting the Authority in getting grant funds from agencies other than the DOT and FAA. He stated he had good success in getting funds for other airports in the area. The Chairman thanks Mr. Harwell for coming and will keep him in mind for future projects.
 6. **ANNOUNCEMENTS:** The next meeting will be December 8, 2016 at 6:00 p.m.
 7. **ADJOURNMENT:** The meeting was adjourned at 6:55 p.m.

Submitted by,

Russell Hood
Secretary

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

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Treasurer’s Report

December, 8th. 2016.

Bank Accounts: We have at: ✓

Capital City Bank, Projects Grants account.....	= \$	209,076.51	✓
The Fuel Account: One South Bank.....	= \$	76,742.31	✓
Operating Account: One South Bank... ..	= \$	25,227.01	✓
Total:	= \$	311,045.83	✓

We owed to World Fuel Company as of today:

Invoice pending #398295 due Dec. 10 th. 2016 = \$ 6,199.32 ✓

Fuel on hand: Av-Gas – 100 LL	=	1,126 Gal.	✓
Jet – A:	=	2,523 Gal.	✓
Minus Fuel purchased by Rex...	=	885 Gal.	✓
Total Jet –A.....	=	1,638 Gal.	✓

Note: we have hangar rent’s checks to be deposited for \$ 700.00. ✓

Jaime F. Pinto
Treasurer

9:53 AM
12/06/16
Cash Basis

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

BR.

	Nov 16
Ordinary Income/Expense	
Income	
Federal Grant Rev-FAA	34,249.91
Fuel Income	4,841.06
Hangar Lease Income	6,035.00
Total Income	45,125.97 ✓
Cost of Goods Sold	
Part Par Taxiway	221,973.40
Total COGS	221,973.40 ✓
Gross Profit	-176,847.43
Expense	
Auto Expense	143.50 ✓
Bank Charges	25.00 ✓
Commissions	1,936.00 ✓
Credit Card Fees	44.62
Garbage Service	50.00
Insurance	1,992.00
Meals & Entertainment	76.21
Miscellaneous	85.48
Office Expense	62.38
Repairs & Maint	7,379.61 ✓
Supplies	99.14
Telephone	374.57
Utilities	1,574.75
Total Expense	13,843.26 ✓
Net Ordinary Income	-190,690.69 ✓
Other Income/Expense	
Other Income	
Interest Income	0.84
Total Other Income	0.84
Net Other Income	0.84
Net Income	<u>-190,689.85</u> ✓

BR



There have been 110 transactions on this account since 6/12/2016.

AbFrBsCk 0001 *****6601		\$209,076.51	
Available Balance	\$209,076.51	Accrued Interest	\$0.00
Available w/ Overdraft Limit	\$209,076.51	YTD Interest	\$0.00
Current Balance	\$209,076.51	Prior YTD Interest	\$0.00
Hold Amount	\$0.00	Last Statement Date	11/30/2016
Yesterday's Balance	\$102.54	Last Deposit Date	11/7/2016
Last Statement Balance	\$34,352.45	Current Interest Rate	0.000 %
Last Deposit Amount	\$34,249.91		

Subtotal: Credits: \$514,829.02 | Debits: \$-343,129.61

Date	Description	Amount	Balance
Pending	STATE OF FLORIDA PAYMENTS ACH Entry Memo Posted To...	\$208,973.97	
12/2/16	Check (3264)	-\$34,249.91	\$102.54
11/14/16	TRANSFIRST DISCOUNT CCD 543684555676991	\$83.75	\$34,352.45
11/10/16	TRANSFIRST DISCOUNT CCD 543684555676991	-\$83.75	\$34,268.70
11/7/16	Stop Payment Charge	-\$35.00	\$34,352.45
11/7/16	STATE OF FLORIDAPAYMENTS CTX ST*820*00000829\ 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

J.R.



Configure This Page

Account Balances ⚙️ ➕ ✕

No accounts selected. Use the 'Configure Settings' icon above to select your accounts to view.

Alerts ➕ ✕

No Alerts

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No new Secure Messages

Send Message

Transfer ➕ ✕

Transfer \$:

From:

To:

Transfer

My Accounts ⚙️ ➕ ✕

Name

T 36 MO CD 0003

D SmBusChk 0002

D ComCkng 0001

76,742.31

Balance

50,000.00

26,742.31

25,227.01

View

Info

Info

Info

Recent Statements ⚙️ ➕ ✕

No statements are available. To add other accounts, use the 'Configure Settings' icon above to select your accounts.

Recent Transactions ⚙️ ➕ ✕

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.

Recent Transfers ➕ ✕

No recent transfers found.

Scheduled Transfers ➕ ✕

No scheduled transfers found.

Did You Know ➕ ✕

...the Center column contains just the information you want to see about your accounts?

Find out more...

Welcome

Jaime Fernando Pinto
jaimepinto294@gmail.com
Change

Last Login:
12/05/2016 - 01:00:12 PM



TRI-COUNTY AIRPORT AUTHORITY

1983 Tri-County Airport Road, Bonifay FL. 32425

Manager's Report

12/8/2016

1. All hangers are rented and current except Scott Minor & Dennis O'Leary they are still behind.
We have no shade hanger open.
2. The following is the amount of fuel that we have on hand;

Gallons 100LL on hand;	Totals
Fuel Farm	1,086.00
Truck	40
Total 100LL	1,126.00
Gallons JET-A on hand;	Totals
Fuel Farm JET-A	2,323.00
Truck JET-A	200.00
Total	2,523.00
REX	885.80
Our Balance is	1,637.20

Clarence E. Bowers,
Airport Manager