



Tri-County Airport Authority (1J0) ("TCAA")

1983 Tri-County Airport Rd - Bonifay, FL 32425

Mail: PO Box 756, Bonifay, FL 32425

Regular Board Meeting Minutes

June 9, 2020 6:00 PM, Airport Lobby

In attendance were board members, participants and guests as listed on the attached sign-in sheet.

1. **Call to Order**- Jack Locke, Chairman called meeting to order at 6:02 PM to include participants who joined us by phone.
2. **Invocation** - Ross Statham
3. **Review of Agenda** - Approved as submitted.
4. **Last Meeting Minutes** - Brooks moved, and Town seconded, the minutes of our previous (March 2020) regular board meeting be approved. Carried.
5. **May 2020 Emergency Executive Committee Meeting Minutes** - Town moved, and Brooks seconded, the minutes of the meeting be approved. Carried.
6. **Non-Agenda Audience**. None.
7. **Resolution to Approve and Accept \$30,000 FAA Grant** - The enclosed TCAA Board Resolution 2020-06-09a was unanimously approved by the Board, signed by the Chairman and attested to by the Secretary.
8. **Treasurer's Report** – James Town, Treasurer (Attached)
 - a. Monthly and year to date transactions and financial statements were discussed.
 - b. Fuel operations and pricing were discussed. No action. Our Treasurer noted that fuel sales were "rebounding nicely".
 - c. Town reported that Florida House Bill 1375 was signed into law this morning by Governor DeSantis, and that it will become effective 1 July. Because our Board membership will be reduced from 15 members to 9 members, he moved, and Statham seconded, that effective 1 July excess board seats over our 3 per county shall be treated as "Members Emeritus" and shall continue to have a position and vote on the Board until their current term expires or they resign; however, they shall not be counted for quorum purposes. It was also discussed that specific board seat assignments shall be discussed at the July 14, 2020 meeting. The Secretary shall send out a notice by email to all Board Members regarding this matter later this week.
9. **Airport Operations Report**- Mark Wilson, Airport Manager (Attached)
 - a. Written report was provided (attached).
 - b. Wilson noted that a white van appears to have been abandoned at the airport; he asked that we have it towed, which was unanimously approved.
10. **Capital Project Update**
 - a. Calvin Palmer (AVCON) provided a written report, enclosed.
 - b. Grants Coordinator Norman Rich was traveling and not in attendance.
11. **Old Business**
 - a. **New license frequency** - Statham reported that the FCC has granted us a station license for the use of 122.725 as our common traffic advisory frequency (attached), and that AVCON has submitted this frequency to the FAA database as requested by the FAA Orlando office.
 - b. Since board member Kerr was not in attendance, it was decided to table the discussion about firefighting equipment storage at the airport until next month.
 - c. In a continuing discussion about changing our airport identifier to a more robust "larger airport" identifier (one that identifies us as having a 5000+ foot runway and automated weather), Ross Statham reported that in working with Howard Klein at AECOM (one of our aviation consultants), they both worked with the FAA Orlando office and FAA airport database office, who provided a list of available airport codes available for our use. Statham noted that Klein recommended we migrate to "KBCR" which would offer letters for both Bonifay and Chipley. There was some discussion about the advantages of having a more robust identification code; Statham moved,

and Brooks seconded that we migrate to the new identifier as soon as is practicable by the FAA. Motion carried.

- d. Statham noted that we still have a few minor obstacle clearance issues in our runway 19 instrument approach path (glide slope) that are causing us issues with our instrument approach. It was decided that this is something that could be done by us without seeking outside budget money, and that AVCON has the specifics in their database.
- e. In a discussion about the need to re-paint the runway 19 numbers, Wilson noted that the recent airport inspection showed the numbers did not need to be re-painted-- just to have the dark mold over the "9" removed with bleach, which he will do, which the inspector believes will gain us a few more years before the need to paint the runway numbers and markings.
- f. Williams asked about the status of the Cherokee aircraft parked underneath the shade hanger; it was noted its status remains unchanged from earlier reports.

12. New Business

- a. Statham noted that member Cliff McGowan has submitted his resignation effective today due to a heavy work load.
- b. It was noted that Master Plan working paper number 5 has been completed (as was noted in the above report from AVCON). Town moved, and Chappell seconded, that a draft be submitted to the FAA for comments. Carried.

13. Meeting was Adjourned by Locke at 7:08 PM.

These minutes were compiled by the Secretary on behalf of the Board of Directors, and when subsequently approved by the Board of Directors and signed and dated by the Secretary, shall constitute a true record to be included with the official legal records.



Ross E. Statham, Secretary

The next regular meeting of the Board of Directors is scheduled for the second Tuesday of the following month at 6 pm in the conference room of the terminal building.