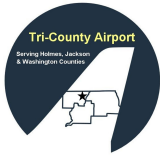


TCAA Executive Committee Meeting Minutes 2020-05-13b \_\_\_\_\_ 2  
TCAA Proposed Project Work Plan 11-6-20 \_\_\_\_\_ 3



## Tri-County Airport Authority ("TCAA")

1983 Tri-County Airport Rd - Bonifay, FL 32425

Mail: PO Box 756, Bonifay, FL 32425

### Executive Committee (Video) Meeting Minutes

January 28, 2021, 1:00 PM, via video conference call (Due to COVID 19 restrictions)

*In attendance at the video conference call were Jack Locke (Chairman), James Town, Ross Statham, Logan Chappell, Mark Wilson (TCAA); Lee Lewis and Calvin Palmer from AVCON; Stephen Wilson, Chastity Clark & Amy Reed (FAA); Quinton Williams (Florida Department of Transportation).*

- 1. Call to Order-** Jack Locke, Chairman called the video meeting to order at 1:02 PM. A quorum for the Executive Committee was established those listed above present. Introductions were made.
- 2. Annual meeting with the Federal Aviation Administration:** This meeting was called by the Federal Aviation Administration as our Annual Planning Meeting and led by Stephen Wilson of the FAA.
3. The **Meeting Agenda** was briefly discussed and agreed to.
4. The **Airport Master Plan** overview was brought on the shared screen by Lee Lewis of AVCON and several pages were discussed with the FAA and Florida DOT for feedback, questions, and answers:
  - In a discussion about **Electrical Vault Project**. There was a discussion about the timing of the project this fiscal year and next as well as importance of the project. ACTION ITEM: Town moved, and Statham seconded that we sign a needed request letter as directed.
  - Discussed the **removal of trees** in the northwest corner of the airport property.
  - Discussed the timing of the **stormwater mitigation** project to next year.
  - Discussed **hangar space** and the high priority we have for additional hangars.
  - Discussed **perimeter fencing improvements** and problems of reported wildlife in vicinity of the airport runway/taxiways. Airport manager noted that he will begin keeping more detailed records in that regard.
  - Discussion about **water storage tank and hydrant improvements**, including discussions about options.
  - Discussion about **relocation, rehabilitation and remarking of general aviation apron**, including corrections to our taxiway and apron regarding requirements to lessen runway incursions.
  - Discussion about updating the **rotating beacon, airfield signage upgrades, construction of the terminal expansion and conversion of portion of shade hangers to MES facility**.
  - Discussion about **new airport signage** planned FY 2026-2027.
  - Statham noted we would like to **turn a tie-down area marked "APRON" into t-hangars**, primarily due to the area being unutilized and the condition of the pavement. We would like to investigate doing so and work with the FAA to re-purpose this area into hangars and to seek to amend our master plan.
  - Town noted that one of our top priorities is to get our **night instrument approach** back (would be resolved by removal of the trees in the northwest corner of the airport property.)
5. Statham shared the new **airport identifier logo to go into effect (tentatively) 7 October 2021**.
6. Williams of **FDOT** commended the Board and noted how pleased he was with our progress.
- 7. Adjourn.** There being no other business, the meeting was adjourned at 2:09 PM.

*These minutes were compiled by the Secretary on behalf of the Executive Committee, 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

**TRI-COUNTY AIRPORT  
PROPOSED FUNDING PROGRAM**

11/6/2020

Available FAA Funds:

FAA AIP 2019 (exp. 9/2022)	\$	150,000
FAA AIP 2020 (exp. 9/2023)	\$	150,000
FAA AIP 2021 (exp. 9/2024)	\$	150,000
	\$	<u>450,000</u>

FY	FDOT #	New Project Description	FDOT	FAA	Status/Recommendation
2016-2017	420401-2	<b>Construct Five Unit Box Hangar &amp; Taxiway</b>	\$ 500,000	\$ 330,270	<i>Approx. \$117,000 of FDOT funds held for construction contingency; Project is substantially complete</i>
		Supplemental to 420401-2	\$ 718,153		
2017-2018	423618-1	<b>Airport Master Plan Update &amp; Airport Safety Improvements:</b> Master Pan Update Stormwater Master Plan Hold bar & Helipad Markings	\$ 500,000	\$ 248,872	<i>Ongoing; FDOT grant expires 3/31/21; researching trees/vegetation which are hindering approach to determine if additional tree clearing should be performed under this grant</i>
2018-2019	425623-5	<b>Assessment of Airfield Electrical Systems &amp; Assoc. Improvements</b>	\$ 85,330	\$ -	<i>Windcone replacement pending</i>
2019-2020	423621-5	<b>Terminal Access &amp; Security Improvements</b>	\$ 750,000	\$ -	<i>Design task order pending</i>
2020-2021		<b>Airport Stormwater Management Improvements</b>	\$ -	\$ -	<i>\$750,000 in grant dollars cut from FDOT budget; project intended to remove existing wet ponds from airfield; FAA funds moved to Taxiway A1 relocation</i>
2021-2022	425623-6	<b>Airport Electrical Vault Replacement (\$675,000)</b> <b>Height Zoning Ordinance Development (\$100,000)</b> <b>Obstruction Removal (\$125,000)</b> <b>Infield Stormwater Improvements (\$300,000)</b>	\$ 750,000	\$ 450,000	<i>Change project description; intention to apply FAA FY2019-FY2021 entitlements at \$450,000; leaves \$300,000 in FDOT funds unallocated which may be applied to stormwater improvements</i>
2023-2024	423618-4	<b>Design and Construct Airport Terminal &amp; Hangar Improvements</b>	\$ 750,000	\$ -	
2024-2025	446644-1	<b>Airfield Perimeter Fencing Improvements (\$450,000)</b>	\$ 300,000	\$ 150,000	<i>FAA FY2022 entitlements</i>
	446649-1	<b>Water Storage Tank &amp; Hydrant Improvements</b>	\$ 1,000,000	\$ -	
2025-2026		<b>Rehab Terminal Area Taxilane &amp; Remark Airfield (\$545,000)</b> <b>Rehabilitate and Remark GA Apron (\$721,000)</b>	\$ 820,000	\$ 450,000	<i>FAA FY2023-FY2025 entitlements at \$450,000 applied to GA Apron project</i>
2026-2027		<b>Rotating Beacon (\$90,000)</b> <b>Airfield Signage Upgrades (\$70,000)</b> <b>Construction Terminal Expansion (\$510,000)</b> <b>Convert Portion of Shade Hangar to MES Facility (\$280,000)</b>	\$ 950,000	\$ -	
2027-2028		<b>New Airport Signage (\$65,000)</b> <b>Stormwater Management Improvements-Phase 2 (\$750,000)</b>	\$ 515,000	\$ 300,000	<i>FAA FY2026-FY2027 entitlements</i>