

**Minutes of Fairhope Airport Authority
Special Call Meeting
May 20, 2025**

The Fairhope Airport Authority met May 20, 2025 at 4:00PM in the City of Fairhope Council Chambers at 161 N Section Street.

Present: Don Ward, Chairman, Susana Freeman, Len Strickland, Pel Henry, and Will Bruce. Jack Burrell and Mitch Skrmetta were absent. Also present was Josh Myrick, Attorney, and Dave Friedel, Airport Manager. Cynthia A Boothe took the minutes.

Consideration of Resolutions to Approve the Following Items:

Before going over the agenda items, Don Ward went over a Cash Flow Overview and Balance Sheet for the Authority showing how the Airport Authority will be paying their portion of the upcoming projects.

Amendment/Modification of Engineering Contract Per ALDOT (\$668.74 decrease): Jordan Stringfellow stated that this is a modification due to ALDOT review and audit of labor rates for the Seal Coat Project. ALDOT found Volkert's labor rate to be slightly incorrect which resulted in a decrease of \$668.74 to the task order. The new task order total will be \$87,718.24. Len Strickland made a motion to accept the modification of the labor rate, second by Pel Henry and unanimously passed.

Grant Application for East Ramp and NW Ramp Seal Coat: Jordan went over both options for the project.

Option 1 – Base Bid Only (Apply Seal Coat to East Ramp and NW Ramp). The ALDOT portion will be \$404,935.85 (75%), and the Airport Authority portion will be \$134,978.62 (25%), over the original amount budgeted due to rising cost of materials.

Option 2 – Base Bid + Alternates (Adds Seal Coat to Taxiway C & Spall Repairs on Concrete Areas). During design it was recommended to add Taxiway C and spall repairs to the project. These items were not incorporated into the pre-application budget. ALDOT will commit additional funding to complete the

entire project. ALDOT portion will be \$468,257.49 (75%), and Airport Authority portion will be \$156,085.83 (25%). Len Strickland made a motion to accept Option 2 pending Josh Myrick's review of the Continental Lease, second by Will Bruce and unanimously passed.

Before looking at the next item Jordan stated that they had a bid opening and the lowest bid will be under budget, even with multiple alternates included, so that there will be options during construction, depending on the state of the runway. They will submit the grant for all the options and decide which is the best one once construction begins.

Jordan also said that she has been working with ALDOT to convert Taxiway Alpha into a temporary runway during construction. Taxiway Alpha meets all the criteria for a runway except that it is only fifty feet wide and the requirement is sixty feet. Part of the grant money will be used to widen the section needed for the runway to be used during the project.

Amendment to Construction, Engineering, Inspection & Testing for Runway Strengthening and Lighting Replacement Project: Jordan stated that this amendment is to add the engineering construction services for the project. ALDOT requested to move the Construction Administration services from a basic service (lump sum) to a special service (cost plus) due to the size and scale of the project. This has been completed in the amendment.

ALDOT is still auditing Volkert's labor and overhead rates. Should that audit find errors, Volkert will issue a subsequent amendment to address those errors.

The total amount of the amendment is \$444,567.52 and includes Construction Engineering Inspection (CE&I), Construction Administration, Construction Materials Testing (Terracon), Environmental Categorical Exclusion, DBE Planning Services, and FAA Grant Documentation. This amount is approximately 7% of the construction cost (\$6,400,770.29).

This amendment will be included in the FAA Grant for this project where 95% of the cost will be paid by the FAA, 2.5% by ALDOT, and the remaining 2.5% by the Airport Authority.

A motion was made by Len Strickland to approve the Amendment to add the Engineering Construction Services in the amount of \$444,567.52, second by Susana Freeman and unanimously passed.

Grant Application for Runway Strengthening & Lighting Replacement:

Jordan stated that the Grant Application for the FAA AIP Discretionary Grant for the Runway Strengthening & Lighting Replacement Project will cover \$6,400,770.29 in Construction, \$55,251.90 for Engineering – Noise Study, \$444,567.52 for Engineering – Construction Services, and \$2,435.00 for Administrative Costs – Newspaper Ads. The total project costs will be \$6,903,024.71.

Jordan said that the FAA portion will be \$6,557,873.00 (95%), the ALDOT portion will be \$172,576.00 (2.5%), and the Airport Authority portion will be \$172,576.00 (2.5%). The total project cost will be \$6,903,025.00. The FAA- Requested Federal Funding will be \$6,590,632.00. This will be \$32,759.00 Under Budget.

A motion was made by Len Strickland to approve the submittal of the FAA Grant Application, second by Susana Freeman and unanimously passed.

Master Services Agreement with Volkert, Inc: Jordan stated that Josh has reviewed the new Master Services Agreement and had only one comment which she will run by Volkert's attorney. Josh stated that it is a minor change to the dispute resolution procedures which hopefully they would not ever have to worry about. He has made the change to the version he is presenting today and once it is signed and if Volkert's attorney agrees to the change everything should be fine. Don Ward asked how the new agreement compares with the previous agreement. Josh stated that it is almost identical to the previous agreement. A motion was made by Pel Henry to approve the new Master Services Agreement with Volkert for the next five years pending approval of minor change by Volkert's attorney, second by Len Strickland and unanimously passed.

Use of Airport Authority Funds for the Air Race Classic Events Planning and Execution: Dave Friedel stated that four weeks from today is The Air Race Classic launch. The Authority will be hosting the starting point for the

race this year. Dave wanted to give Pam Caudill a huge Thank You for all the help she has provided to him with organizing this event and stated that he could not have done it without her. With the start being only a month away, the Authority needs to start putting deposits down for catering, equipment rentals and other services for the event. The overall budget for the Air Race Classic events is approximately \$28,000.00. The total revenue coming in for the event is approximately \$30,000.00. This does not include the \$12,500.00 for the start fee that has been paid over the last several years to the Air Race Classic. Dave and Pam Caudill are still continuing to raise funds for the event, which includes selling fence banners to supporters, which should help offset the cost of the start fee. Dave said he would like approval to have Kathy prepare checks for the expenses involved with the events that are planned. Len Strickland made a motion to approve the request by Dave to have Kathy prepare checks for the expenses involving the Air Race Classic up to \$30,000.00, second by Susana Freeman and unanimously passed.

Dave stated that so far there are forty-three teams with ninety-six flyers that are signed up for the race. Flightline has volunteered to host breakfast for the morning of the start on Tuesday, June 17th. There will be an informal barbeque, a Girl Scout event on Saturday afternoon, and a formal event in the Civic Center on Sunday night.

Don Ward thanked both Dave and Pam for all the hard work they put into preparing all the events.

There being no further business Pel Henry made a motion to adjourn the meeting, second by Len Strickland and unanimously passed. The meeting was adjourned at 4:41PM.



Don Ward, Chairman



~~Submitted by Cynthia A Boothe~~