Minutes of Fairhope Airport Authority
July 9, 2024

The Fairhope Airport Authority met July 9, 2024 at 5:00PM in the City Hall Council chambers at 161 N Section Street.

Present: Pel Henry, Chairman, Don Ward, Will Bruce, Chip Groner, Amy Pearson, Jack Burrell, and Len Strickland. Also present was Josh Myrick, Attorney and Dave Friedel, Airport Manager. Cynthia A Boothe took the Minutes.

The Minutes of the June 11, 2024 regular meeting were considered and approved with a motion by Chip Groner, second by Will Bruce and unanimously passed.

Airport Manager's Operation Report: Dave Friedel reported that the traffic count for June was 6281 compared with 6962 for June, 2023.

Dave received a quote from Perry Brothers for the fuel tank refurbishments of $64,410.00 to sandblast both tanks, re-line Jet A, line 100LL, paint exterior, rebuild front pump drip pan area. He has contacted Rebel Tanks in Mississippi for a second estimate.

Dave stated that he and Pam Caudill are making plans for the Air Race Classic to be held in Fairhope on June 17, 2025. They have prepared a briefing, have hotel discussions ongoing, will brief the City Council and have a radio interview scheduled.

Dave has also been in contact with the 99s who would like to paint the Compass Rose prior to the Air Race Classic. He will ask Jordan to have the Compass Rose re-surveyed to check the orientation.

Continental Aerospace Report: No report.

Engineer's Report: Pel Henry stated that the new terminal building should be ready for the Certificate of Occupancy by the end of the month so that the Airport Authority can take possession.

Pel also stated that the Terminal Building currently has twenty-four parking spaces, and it is the general feeling that there is a need for more parking so Jordan has designed another parking lot just north of the current one and should give the Terminal a total of 48 parking spaces. The Authority will use the construction contingency funds for the construction of the parking lot. After a group discussion, a motion was made by Don Ward to amend the East Side layout to include the new asphalt parking lot based on the bid received to use contingency funds for the construction. A second was made by Len Strickland and it unanimously passed.

Treasurer's Report: Amy Pearson went over the year-to-date Profit & Loss Budget Performance and Balance Sheet and stated that it is about time to start working on next year's budget numbers.

Legal Report: Josh Myrick stated that he has been working with Don Ward on the FBO lease which will be discussed in Executive Session later. Other than that, he has nothing else to report.

Board Discussion/Approval Requests: Pel Henry stated that the FBO Lease Agreement is being worked on and will be discussed in Executive Session.

Pel talked with Coley Boone from Thames-Batre who gave Pel a cost of $15,580.00 to cover the Terminal Building for Property & General Liability insurance. It is an addendum to the current policy which will be renewed in March 2025. After a group discussion, Jack Burrell made a motion to authorize Pel Henry, as Chairman, to arrange for the property & General Liability Insurance for the Terminal Building, second by Len Strickland and unanimously passed.

Other Business: Jack Burrell stated that at the Fairhope Docks an email is sent to them each time the fuel trucks make a delivery of any type of fuel and thinks that the Airport Authority should consider asking for emails for the different fuel farms at the Airport to help verify the amounts of fuel that are being delivered. Josh Myrick stated that he would check the leases but feels like they can ask the lease holders to send the emails.

Pel Henry stated that there are problems with the gate on County Rd 13 being left open which could lead to security problems. He would like to start imposing fines for leaving the gate unlocked. The fines would be assessed to the lease holder responsible for the gate being left unlocked. After a group discussion it was decided that Josh will write up a policy concerning the responsibility of the lease holder and the fine that will be implemented and present it at the next regular meeting.

Jordan Stringfellow of Volkert Engineering stated that she had gotten a call from ALDOT wanting to know if the Airport Authority would be interested in their Pavement Maintenance Program. It would cover 75% of the cost and the Authority would be responsible for 25% of the cost. Jordan said she would work up an estimate for a sealcoat on the East and West Side of the Airport so that she can send in pre-applications if approved.

Jordan stated that there would be a meeting in September with ALDOT to go over Capital Improvement Projects and she would like to meet with Authority members to go over any changes to the plan they may want to make. Don Ward suggested that the Authority Members might want to consider plans to extend the infrastructure on the East Side further to the south so that it will be ready for future hangar expansion when needed.

Comments from Advisory Council Members: Will Bruce stated that Abe Harper, who was attending the meeting, is a member of the Mobile Airport Authority. Abe gave a brief overview of what is going on with the Mobile Authority.

Comments from the General Public: No Report.

Move to Executive Session to discuss FBO Lease Agreement: Josh Myrick stated that a motion was needed to move into Executive Session to discuss the consideration the Authority is willing to accept for a lease agreement for the FBO. The time for the Executive Session will need to be stated and a statement that there will be no further action taken once the Authority Members return to the meeting. Don Ward made a motion that the Authority will move to Executive Session to discuss an overview of the current negotiations with Flightline First for approximately fifteen minutes and there will be no further action taken when the meeting resumes. A second was made by Chip Groner and it was unanimously passed. The Authority Members moved to Executive Session at 5:52PM.

Return from executive Session: The Authority Members returned from Executive Session at 6:42PM and resumed the meeting.

Adjournment: A motion was made by Don Ward to adjourn the meeting, second by Chip Groner and unanimously passed.

There being no further business, the meeting was adjourned at 6:43PM.

Pel Henry, Chairman

Cynthia A Boothe

Submitted by Cynthia A Boothe