Minutes of Fairhope Airport Authority
September 10, 2024

The Fairhope Airport Authority met September 10, 2024 at 5:00PM in the City Hall Delchamps Room 1, at 161 N Section Street.

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

Pel Henry announced that Airport Manager, Dave Freidel's father passed away suddenly in Cleveland, Ohio and asked everyone to keep his family in their thoughts and prayers.

Pel Henry asked for a motion to add the Election of Officers to the agenda under Board Discussion/Approval Requests. Jack Burrell made a motion to amend the agenda and add the Election of Officers, second by Don Ward and unanimously passed.

The Minutes of the August 13, 2024 regular meeting were considered and approved with a motion by Don Ward, second by Chip Groner and unanimously passed.

Airport Manager's Report: Pel stated that Josh Myrick is working on a lease agreement for the T-hangars and Josh stated that he would have the agreement ready by the next meeting in October. Pel also stated that he and Dave are working with Merchant Services for ACH debit or credit card payments for the Airport to receive their payments instead of checks. Also, they are working with the bookkeeper, Kathy, to get internet banking to help streamline the Airport's bookkeeping process.

Continental Aerospace Report: No Report.

Treasurer's Report: Amy Peason presented the proposed 2024/2025 operating budget and went over the budget with the Authority Members. After a brief group discussion, a motion was made by Don Ward to approve the

2024/2025 budget as presented, second by Jack Burrell and unanimously passed.

Engineer's Report: Jordan Stringfellow stated that the Terminal Building is complete, and they are almost done with the closeout process.

Jordan reported that the Taxiway Lighting Project is ready, and they should go out to bid and open in about the next 30 days.

Jordan stated that she has talked to ALDOT, and the seal coat project is approved, and the Authority just needs to let her know when they are ready to do it.

Jordan stated that the proposal for the Environmental Testing related to the existing Fuel Tanks came in at $23,000.00. This testing will be done around October 15th, before the new FBO takes over. A motion was made by Don Ward to accept the proposal, second by Len Strickland and unanimously passed.

Jordan said that the contract for the overflow parking lot is almost ready, and she will send it to Josh Myrick when she gets it back for his review.

Legal Report: Josh Myrick stated that Continental will be relinquishing the T-Hangars to the Authority on October 15th and arrangements will need to be made about the billing for October's T-Hangar rent. Don Ward stated that he had heard that Continental would bill for the whole month and then give the Authority half of the rent collected. Josh stated that they will need to make sure there is a mechanism in place for that. After a group discussion by the Authority Members about what they would like to have included in the new T-Hangar leases, Josh stated that he will have an updated T-Hangar lease ready by next month for all the tenants with ACH debit or credit card as the method of payment.

Board Discussion/Approval Requests: Pel Henry stated that the Nominating Committee, which includes Chip Groner, Pel Henry, and Will Bruce, have a new Slate of Officers for the coming year to present. The new officers nominated are, Don Ward, Chairman, Pel Henry, Vice Chairman, Will Bruce

Secretary, and Amy Pearson, Treasurer. Jack Burrell made a motion to approve the recommendations of the committee, second by Len Strickland and unanimously passed.

Don Ward went over the FBO Insurance minimum requirements of ten million dollars for Flightline, the new FBO Operator at the Airport. There have also been discussions with Coley Boone, the Airport Authority insurance agent of record, concerning the required insurance. Flightline is finding it difficult to find affordably priced insurance to meet the minimum requirements. Don stated that they are asking the Authority to modify their requirement to two million dollars, with their fuel supplier as a backstop to their insurance. Once the Runway Project is completed and they will be servicing larger aircraft, they would increase their insurance to five million dollars with the fuel supplier as their backstop. After a group discussion, Jack Burrell made a motion for a resolution to authorize the Chairman, Pel Henry and two other Authority Members, along with Josh Myrick, Airport Attorney to research the issue and make a decision before the next regular meeting in October, second by Don Ward and unanimously passed.

Pel Henry stated that he had met with Kyle Klinner, who handles a lot of the maintenance, and grounds work that is done at the Airport, was asked to increase his scope of work to include some of the maintenance work that was formally done by Continental. Pel wanted to inform the Authority Members as it would also affect the amount he would be charging for his services.

Will Bruce asked Jordan if she would send everyone an updated map of the East Side showing all the hangars and the names of the tenants of the hangars.

Other Business: No Report.

Comments from the Advisory Council Members: Russ Kilgore stated that at the Aviation Council Conference in Auburn next month there will be an opportunity to get a lot of the Authority's questions answered that were brought up in the meeting this evening and urged everyone who could to attend.

Comments from the General Public: No Report.

Adjournment: A motion was made by Len Strickland to adjourn, second by Chip Groner, and unanimously passed.

There being no further business, the meeting was adjourned at 5:56PM.

Pel Henry, Chairman

Submitted by Cynthia A Boothe