

**Minutes of the Fairhope Airport Authority**  
**November 17, 2015**

The Airport Authority met November 17, 2015 at 4:30PM in the Delchamps Suite, Room 1, in the Civic Center at 161 N Section St.

Present: Joe McEnerney, Chairman: other members present: Jack Burrell, Pam Caudill, Vince Boothe, and Ray Hix. Absent was Tom Scheck. Also present was Josh Myrick, attorney. Cynthia A Boothe took the minutes.

The minutes of the October 20, 2015 meeting were considered and approved on a motion by Jack Burrell, second by Vince Boothe and unanimously carried.

**Follow-up of key action items from FAA/Aeronautics Bureau training:** Joe McEnerney stated that the ARGOS training was completed and that this training would help with the tracking of the AIP grant funding. The 2016-2021 AIP program submission has been prepared and the NOTAM call list has been updated. He also stated that there is an upcoming inspection of the Airport by the Aeronautics Bureau.

**Approval of 2016 Grant Pre-Application for FAA Assistance:** Joe McEnerney presented to the Authority Board the 2016 Grant Pre-Application package for FAA Assistance that was prepared by Volkert. The 2016 grant includes funding for \$2 million of grading and drainage work for the east side of the Airport. After a group discussion of the plans a motion was made to accept Volkert's proposal for the 2016 Pre-Application by Vince Boothe, second by Jack Burrell and unanimously carried.

**Development of Fairhope Airport marketing plan:** Pam Caudill stated that she is in the process of gathering information to develop a marketing plan for the Airport. The plans would include an Airport website as well as other marketing strategies. She said that she and Tom Scheck will meet to go over all the information and come back to the next meeting with a proposal. She also stated that she had received a lot of positive feedback regarding the success of the Air Race Classic and that if we would like to participate again we would need to make application for it and the earliest we would be able to host again would be 2020.

**Appointment of Board Committees:** Joe McEnerney stated that he would like to set up three committees as follows:

Finance/Revenue Committee

Joe McEnerney  
Vince Boothe  
Jack Burrell

Airport Operations Committee

Vince Boothe  
Ray Hix  
Pam Caudill

Strategic Planning/Airport Marketing/Tenet Recruitment Committee

Jack Burrell  
Tom Scheck  
Pam Caudill

Each committee will review the information concerning their committee and report back to the Airport Authority as needed. After a group discussion a motion to set up these committees was made by Vince Boothe, second by Pam Caudill and unanimously carried.

**Treasurer's Report:** Joe McEnerney stated that the Airport Authority's financial statements are in good shape and he has been working to consolidate the Authorities bank accounts. He also stated that he would like to consolidate all the checking accounts into one sweep account at PNC Bank to simplify bookkeeping for the Authority. After a group discussion a motion to move forward with a sweep account was made by Ray Hix, second by Pam Caudill and unanimously passed.

**Recommendation/approval of ground lease for commercial hangar on Plat 2:**

Before there was any discussion of the committee recommendation Ray Hix recused himself and left the room. Jack Burrell went over the material that he and Vince Boothe used to select the winning bidder for the hangar on Plat 2. There was an open question and answer discussion for all attending. Afterward Jack Burrell made a motion to award the bid to Hix Snedecker Companies DBA

Mid-Bay Air, LLC subject to approval of the State Ethics Commission. There was a second by Vince Boothe and unanimously carried.

There being no further business a motion was made to adjourn the meeting at 5:45PM by Pam Caudill, second by Jack Burrell and unanimously carried.