

**Minutes of Fairhope Airport Authority**  
**April 18, 2017**

The Fairhope Airport Authority met April 18, 2017 at 4:30PM in the Delchamps Suite, Room 1, in the Civic Center at 161 North Section Street

Present: Joe McEnerney, Chairman, Vince Boothe, Will Bruce, Jack Burrell and Pam Caudill. Absent were Ray Hix and Chip Groner. Also present was Josh Myrick, Attorney. Cynthia A Boothe took the minutes.

The minutes of the March 9, 2017 meeting were considered and Jack Burrell asked to amend the March minutes to state that the item to recommend and approve the terms of Airport Authority members Pam Caudill and Vince Boothe should say to recommend to the Mayor to approve the renewal of the terms for Pam Caudill and Vince Boothe. A motion was made by Pam Caudill to approve the minutes as amended, second by Vince Boothe and unanimously passed.

**Introduction and welcome of new board member Will Bruce:** Joe McEnerney introduced new Authority Board member Will Bruce. Will briefly went over his experience and said he looked forward to serving on the board.

**Annual review of the Authority's Insurance:** Joe McEnerney stated that after a few modifications the Property and Casualty insurance policy should be renewed by the first of May and the Aviation Insurance will be reviewed for renewal in early June

**Discussion of Request for Proposal for landscaping services and general maintenance at the Airport:** Joe McEnerney stated that every five years that the Airport Authority puts out an RFP for the general maintenance and landscape services at the Airport. This is done to make sure that the Authority is getting the best prices for those services. The deadline for RFP submittal is April 27, 2017.

**Update the status of the East Side construction project:** Joe McEnerney stated that the construction is 67% complete. The dirt work is almost finished and then the contactor will start laying asphalt.

**Review and discussion of the development of the East Side of the Airport:** Joe McEnerney introduced Bobby Odom and Hank Eubanks of Volkert Engineering to

go over the proposed layout for the East Side including general aviation terminal, hangar, utility, and fuel farm locations. After reviewing the layout Bobby went through the grant application process for this Phase IV and answered questions from the board and the audience.

**Review and approval of legal expenses associated with 2017 bond refinancing:**

Joe McEnerney stated that the legal fees for the 2017 bond refinancing were \$4,850 for Jones Walker-City of Fairhope, \$3,000 for Balch Bingham-Bryant Bank, and \$46,500 for Longino Public Finance -Fairhope Airport Authority. A motion was made by Will Bruce to pay the legal fees, second by Jack Burrell and unanimously passed.

**Treasurer's Report:** Joe McEnerney stated that the financials are in good order. He asked that a motion be made to move the Authority's operating and money market accounts to Bryant Bank with the following signers, Joe McEnerney (Airport Authority -Chairman), Jack Burrell (City of Fairhope Council -President), Deborah Smith (City of Fairhope -Treasurer), and Ray Hix (Airport Authority -Secretary). A motion was made by Vince Boothe, second by Pam Caudill and unanimously passed.

**Other Business:** Joe McEnerney stated that the power washing of the runway was about 90% complete and looked good.

Pam Caudill said that she and Dr John Eagerton met with all parties involved with the upcoming NASAO conference to be held at the Grand Hotel on September 9<sup>th</sup> through 13<sup>th</sup>, 2017. She said that this will bring in about 350 participants plus their spouses and partners and should introduce a lot of new people to the City of Fairhope. She also said that the meeting was very successful and that the timeline and plans are ongoing to ensure a successful event.

Bill Stromberg of Continental Motors Services stated that there are upcoming personnel changes and additions to the FBO. He also said a survey has been sent out to current FBO customers asking for suggestions to help improve service. He also stated that the FBO is working toward qualifying for the International Standard for Business Aircraft Handling which will take a couple of years but is achieved by very few FBOs in the country.

There being no further business the meeting was adjourned at 5:35PM.