

**Minutes of Fairhope Airport Authority
May 15, 2018**

The Fairhope Airport Authority met May 15, 2018 at 4:00PM in the Delchamps Suite Room 1, in the Civic Center at 161 N Section Street.

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

The Minutes of the April 17, 2018 meeting were considered and approved with a motion by Pam Caudill, second by Vince Boothe and unanimously passed.

The Minutes of the "Special Called" meeting of April 30, 2018 were considered and approved with a motion by Vince Boothe, second by Jack Burrell and unanimously passed.

Nomination and appointment of an Advisory Board for the Fairhope Airport: Applications are still being accepted and reviewed at this time.

Update on the review of the Sonny Callahan Airport Minimum Standards: Pam Caudill stated that the review should be completed by August 1, 2018.

Adoption of standards for the Authority's "Approval and Management of AIP grants": Joe McEnerney stated that because the Airport has received grants of over \$750,000.00 the City of Fairhope's auditors are requiring the adoption of AIP grant oversight procedures. To this end, McEnerney had developed a set of procedures that were reviewed by Volkert and Warren Averett. After a group discussion a motion was made by Pam Caudill to adopt the procedures as written, second by Will Bruce and unanimously passed.

2018 AIP Grant updates: Hank Eubanks of Volkert Engineering went over the 2018 AIP schedule which includes a bid opening on June 8th and a recommendation of contractor to the Authority's at its June 19th meeting. He also described the proposed on site sewer disposal system that will be included with the grant application.

Update of west side stream mitigation area: The Authority was not chosen for the proposed stream mitigation project but the Authority should have additional opportunities in the future.

Flight line Manager's Report:

Placement of cameras on the west side fence line and keypad on gate. No activity right now.

Repair of directional/distance signs at Airport. This project is completed.

Improve the access to T-hangars (bridge over culvert). No new action at this time.

Repair of weather stripping on T-hangar doors. One hangar is completed.

Replace 4 security lights on T-hangars. The security lights are on order.

Renewal of FCC radio licenses for the AWOS. Joe McEnerney has renewed the VHF license and is working on the renewal for the UHF license.

Update of NOTAM authorization. Joe Baggett has the updated authorization form in respect to who can Issue a NOTAM. The updated list includes, Joe McEnerney and Chip Groner with the Authority and Joe Baggett and David Shear with CMS

Sealing/paving of taxiways and aprons. Joe McEnerney stated that this is something that should be included in the Authority's capital plan and may be reimbursable by the FAA.

Treasurer's Report: Joe McEnerney reported that the financials were in good order. McEnerney also led a discussion of the annual review of the Authority's debt. McEnerney estimated that by refinancing the Authority's debt (and fixing the interest rate) in March 2017 the Authority has saved approximately \$49,000 in interest last year and should save more than \$300,000 over the seven-year life of the debt.

Other Business: Pam Caudill stated that the Authority is trying to expand their presence on social media sites and introduced Ben Montgomery, who has been

helping her with this process, and he spoke about the Airports new Facebook page and asked the Authority for more information that he can add to the page. He will also be adding pictures and drone footage to the page and to the website.

Josh Myrick stated that the lease for the Public Safety Hangar that the Authority had approved at the last regular meeting has been sent to the Department of Public safety and he is waiting to receive back the signed copies.

After the other business was concluded Josh Myrick stated that there was a need for the Authority to go into executive session to discuss Economic Development of the Airport and potential land sales pursuant to 36-25(a) (6) and (7) Land and Sales and Commerce/Trade Secrets.

A Motion was made by Pam Caudill to go into executive session and to invite Josh Myrick to attend and that at the conclusion of the executive session the meeting would be adjourned, second by Vince Boothe and unanimously passed at 4:29PM.

After the executive session and there being no further business the meeting was adjourned at 4:35PM.

Joe McEnerney, Chairman

Submitted by _____
Cynthia A Boothe