

## **Minutes of the Fairhope Airport Authority**

**February 18, 2014**

The Fairhope Airport Authority met Tuesday, February 18, 2014 at 4:30pm in the Council Chambers, City Building, 161 N Section Street.

Present: Charles Zunk, Chairman; other members: Charlie Bassett, Pamela Caudill, Joe McEnerney, Rod Platt, and Howard Hadley; also present was David Bagwell, Lawyer. Gayle Fogarty took the minutes.

The minutes of the January 21, 2014 meeting were considered and approved on a motion by Rod Platt, second by Charlie Bassett, and unanimously carried.

**Update on "The Academy At Fairhope"** – Charlie Bassett provided an update to the group, stating that construction is underway and some projects have been delayed, due to temperature and rain.

**Discussion of corporate hangar private fuel farms** – There was a great deal of open discussion regarding the corporate hangar private fuel farms among the guests in attendance and the Airport Authority members. Chuck Zunk made a motion to table the discussion of corporate hangar private fuel farms until a later date. The motion was passed on a first by Pamela Caudill and a second by Charlie Bassett, carried unanimously.

**Update on Advantage Sites Program** – Rod Platt provided an update to the group stating that he hopes the program will be accomplished in March 2014.

**Update on repairing storm damage to AWOS** – Chuck Zunk provided an update to the group stating that the repair should be done by the end of March or first week of April 2014.

**Update on Repair of drainage problem close to runway** – Charlie Bassett provided an update to the group stating that the drainage problem has been repaired.

**Update on repairs to North Hangar sliding door** – Howard Hadley provided an update to the group stating that phase I is complete and phase II is in the process of being complete.

**Discussion of proposal for electrical services** – Howard Hadley provided an update to the group stating that the Airport Authority will work with a new vendor - Bill Smith Electric- Bill will do a complete survey of all the electrical at the airport. Howard added that Bill will work with Kyle to set up a time to complete the survey.

**Report from Nominations Committee for 2014 Officers; nominations for 2014 Officers** – Howard Hadley spoke on behalf of the Nomination Committee. Howard made a motion to accept the nominations of the 2014 Officers. The nominees are as follows: Chuck Zunk, chair; Rod Platt, vice-chair; Joe McEnerney, treasurer and Pamela Caudill, secretary, the motion was seconded by Charlie Bassett. Chuck Zunk requested that the nominations lay over for a month for consideration, as noted in the Airport Authority by-laws.

**Report from Drafting Committee for changes to Minimum Standards** – Pam Caudill and Chuck Zunk provided an update to the group on behalf of the Drafting Committee stating that they are working on the standards and will review once it is complete.

**Discussion of fuel sales audit** - Chuck Zunk requested that Joe McEnerney work with Continental to audit the fuel flowage fees paid to the Authority for the last 12 months.

**Discussion of RFP for FBO lease** – Chuck Zunk provided an update to the group stating that Continental has had the FBO lease for over 28 years. He added that the Airport Authority is willing to negotiate with Continental on the lease agreement before going out on RFP, if they request.

**Discussion of the MRO Conference** – Rod Platt provided information to the group on the MRO Conference, which will be held in Phoenix, AZ on April 8-10, 2014. He added that the Fairhope Airport Authority has agreed to participate with the Baldwin County Economic Development Alliance and the Gulf Shores Airport. The three groups will share a booth at the MRO Conference to promote the airports, advantage sites and potential to bring business to this area. Rod requested that one or two members from the Airport Authority attend this conference.

**Discussion of conservation easement** - Rod Platt provided an update on the conservation easement. He stated that Goodwyn, Mills & Cawood contacted him to see if the Airport Authority would be interested in entering into a mitigation program by putting 5 acres of land into a conservation easement. This would allow the Airport Authority to generate some income from Goodwyn, Mills & Cawood on land that the airport is not able to use. Rod Platt will report back to the group once a final proposal is in place.

**Discussion of bi-annual update Security Plan** - Pamela Caudill provided an update to the group stating that she is working to update the security plan.

**Treasurer's Report** – Joe McEnerney went over the Treasurer's Report, he stated that it is correct from an accounting perspective but to a layman might look a little skewed because of the timing of revenues-to-expenses for the Academy. Once the Academy is completed this skewed appearance will go away. There was general discussion of the report. Joe McEnerney suggested that a quarterly sources and uses statement would be helpful; he added that he will work with the City of Fairhope's accounting department and see about getting one for next quarter.

**New Business** – Bill Ross of Continental stated that Continental will host a "National Learn to Fly Day" on May 24, 2014 at the Fairhope Airport. The event will be from 9 a.m. to 5 p.m., the event is free and open to the public.

There being no further business, the meeting was adjourned at 6:35 p.m.