

Minutes of the Fairhope Airport Authority

March 18, 2014

The Fairhope Airport Authority met Tuesday, March 18, 2014 at 4:30pm in the Delchamps Room, City Building, 161 N Section Street.

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

The approval of the February 18, 2014 meeting minutes were held over to the next meeting to allow the committee time to thoroughly review.

Update on “The Academy At Fairhope” – Charlie Bassett provided an update to the group, stating that the slab should be complete this week, he is analyzing the delays of the project and he will provide an update next at the next meeting.

Discussion of corporate hangar private fuel farms – There was open discussion regarding the corporate hangar private fuel farms among the guests in attendance and the Airport Authority members. A motion was made, stating that no corporate hangar fuel farms will be allowed at the Sonny Callahan Airport at this time. A motion was made first by Rod Platt and second by Charlie Bassett, carried unanimously.

Discussion of RFP for FBO lease – Howard Hadley provided an update to the group stating that RS&H aviation consulting firm provided him examples of how the RFP should read. Howard will share the examples with the group by e-mail. Howard added that the cost of the consulting services will be between \$800 - \$1,100 and will take about 60 days to complete the RFP. Once the RFP is ready, it will be open to the public. Chuck Zunk made a motion to authorize up to \$2,500 to engage an aviation consulting company to complete an RFP for the FBO lease. The motion was passed first by Howard Hadley and a second by Charlie Bassett, carried unanimously.

Election of 2014 Officers:

The recommendation of Chuck Zunk as Chairman for the Airport Authority was considered and approved, and unanimously carried.

The recommendation of Rod Platt as Vice Chairman for the Airport Authority was considered and approved, and unanimously carried.

The recommendation of Joe McEnerney as Treasurer for the Airport Authority was considered and approved, and unanimously carried.

The recommendation of Pam Caudill as Secretary for the Airport Authority was considered and approved, and unanimously carried.

Update on Advantage Site Program – Rod Platt provided an update to the group stating that the site has been approved as an Advantage Site. Now that it is recognized as an Advantage Site, marketing of the site will begin immediately. Rod Platt will work with Jack Burrell to set a time for a representative from the Airport Authority and Economic Development Alliance to present this information at a City Council work session.

Update on repairing storm damage to AWOS – Chuck Zunk provided an update to the group stating that the AWOS will be back online the first week of April.

Update on repairs to North Hangar sliding door – Howard Hadley provided an update to the group stating that the job is complete.

Report from Drafting Committee for changes to Minimum Standards –Chuck Zunk provided an update to the group on behalf of the Drafting Committee stating that no work has been done regarding changes to minimum standards.

Discussion of fuel sales audit – Joe McEnerney provided an update on the fuel sales audit; he stated that the audit has been performed. During fiscal 2013 234,000 gallons of fuel were sold, and the Airport Authority collected a fuel flowage fee of \$11,434. Joe McEnerney stated the he will work with Continental to receive funds on a regular monthly basis.

Discussion of the MRO Conference – Rod Platt provided an update on the MRO Conference; he stated that Howard Hadley and Joe McEnerney will attend the conference. A booth will be shared between Gulf Shores Airport, Baldwin County Economic Development Alliance and the Sonny Callahan Airport.

Discussion of conservation easement - Rod Platt provided an update on the conservation easement. He stated that the he is waiting on the Corps of Engineers to certify the site to do the stream mitigation. He added that Goodwyn, Mills & Cawood would manage the site.

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. Joe McEnerney stated that he talked to Jill Cabaniss, city of Fairhope financial director about getting a quarterly cash flow statement.

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. Jack Burrell added that the Industrial Development Board met in February, he stated that he could see the benefits of the Airport Authority and the Industrial Development Board working together to market the City of Fairhope and the services available in our area.

There being no further business, the meeting was adjourned at 5:50 p.m.