

**Minutes of Fairhope Airport Authority**  
**October 16, 2018**

The Fairhope Airport Authority met October 16, 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, Vince Boothe, Chip Groner, Ray Hix, Jack Burrell, and Will Bruce. Also present was Josh Myrick, Attorney.

The Minutes of the September 18, 2018 regular meeting were considered and approved with a motion by Vince Boothe, second by Will Bruce and unanimously passed

The Minutes of the September 17, 2018 "Special Call Meeting" were considered and approved with a motion by Vince Boothe, second by Will Bruce and unanimously passed

**Update of ALDOT/FAA grant for the East Side construction project:** Joe McEnerney reported that the contract with Cunningham Delaney, Inc. for East Side construction has been signed and the project construction "clock" has started. Hank Eubanks reported that the project is still waiting for the ADEM permit to commence. Vince Boothe, Bill Pennington and Joe had attended the pre-construction meeting last week.

**Report on agricultural leases of Airport land** Pam Caudill stated that she had collected past due rent funds for agricultural leases from Floyd Childress and Eric Street and that she was working with Eric Street (4 acres-Street Brothers), Floyd Childress (30 acres-Highway 27 Dirt), Arthur Frego (32 acres-High Cotton), and Mike McKenzie (16 acres-McKenzie Farm LLC) to have new agricultural leases signed for land owned by the Authority. Pam will work with Josh Myrick to have new leases drawn up between the farmers and the Authority. The decision was made not to ask for past agricultural rent collected by the City of Fairhope transferred to the Authority. During the discussion, Mike McKenzie asked the Authority if the leases could be for five years so the effectiveness of liming and fertilizer application could be fully realized. A motion to approve the five year agricultural leases templates as modified was made by Pam Caudill, second by Vince Boothe and unanimously passed.

**Review and approval of the “Notice of Availability” for the East Side hangar ground leases:** Pam Caudill and Vince Boothe led a discussion on the “Notice of Availability” for the East Side hangar ground leases. After a lengthy group discussion on a wide range of issues related to the “Notice of Availability” it was decided that Pam and Vince Boothe would work with Josh Myrick to finalize the “Notice”.

**Review and approval of revised East Side development plan for the Airport:** A motion was presented by Vince Boothe, second by Pam Caudill to accept the October 16,2018 East Side construction plan as the official plan for the development of the East side. The motion passed unanimously

**Review and Approval of Resolution supporting a request for \$1,100,000 in FAA AIP funding for 2019:** Joe McEnerney made a motion, seconded by Will Bruce and to request for \$1,100,000 in FAA AIP funding for 2019. The motion passed unanimously

**Review and approval of “Request for Qualifications” for Airport Engineering Consultant:** Joe McEnerney introduced the “Request for Qualifications” for Airport Engineering Consultant that had been previously distributed to the Board. With minor changes the “Request for Qualifications” were considered and approved with a motion by Vince Boothe, second by Chip Groner and unanimously passed

#### **Flight Line Manager’s Report:**

Placement of camera on the west side fence line and gate keypad: David Shearer, Operations manager for CMS, reported that they had contracts in hand for both the cabling and cameras installation. The total cost of the project will be around \$17,000.

Repair of weather stripping on T-hangar doors: No report

Update on securing a military fuel contract: Updated effort by World Fuel to pursue a military contract.

Minor capital improvements scheduled for FY 2019 suggested by CMS: No report

Maintenance and upkeep of Thompson back-up generator: CMS is working on plan to make service the generator on a regular basis.

Taxiway and Runway light bulb replacements and repairs: Chip Groner reported that were approximately three runway and / or taxiway lights out that we are waiting for replacement bulbs. All PAPI and REIL lights were working. The switch that turns the runway lights on at night continues to be a problem and we have had an issue duplicating the problem. Bill Smith Electric is coming out later in the week to replace two circuit boards to try to fix the problem.

Update on preparation for AOPA fly-in-Gulf Shores: Pam Caudill will be taking care of getting brochures promoting Fairhope Airport for the swag bags to be given out.

**Treasurer's Report:** Joe McEnerney presented an Authority budget for FY 2018-2019 shared a list of budgeted capital projects for next year. Pam Caudill asked that Authority hold approval of the Budget for approval until the November meeting. Joe stated that the financials are in order and went over the Airport maintenance items in September.

**Review of Capital Budget Capital Improvement Plan for the next Five Years (2020-2024):** Hank Eubanks led a dicussionof the suggested Capital Improvement Plan for the Airport for the next five years. The plan will be updated and will be submitted to the FAA.

**Other Business:** There were no public comments and there being no further business the meeting was adjourned at 5:30PM.

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Joe McEnerney, Chairman

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Submitted by: Pam Caudill