# ***Minutes – Pryor Field Airport Authority (07/09/2024)***

* **Present (Authority, Staff):** Faith Hooper,Nathan Fowler, John Scherff, Larry Hall, Adam Fox (Airport Director)
* **Present (Guests):** Patrick Bramlett, John Cross, Greg McCormick
* **Mrs. Faith Hooper, Chairwoman, called the meeting to order at 5:00PM**

**Open Session:**

**Mrs. Hooper presented the minutes from the previous meeting to the board for approval. Mr. Hall Motioned. Seconded by Mr. Fowler. The vote was carried 3-1 with Mr. Scherff in opposition.**

**Discussion Items:**

* Mr. Fox presented the airport financials via the Profit and Loss Report. The income for the month of June was $218,054.69. The next items presented are as follows: The Gross Profit of $106,583.73 and the Total Expense $48,594.71. Mr. Fox further explained the airport’s financials by breaking down the Balance Sheet as of June 2024 including Accounts Receivable at $30,134.90 and Other Current Assets/Inventory at $123,647.76. This leaves a net operating income of $57,989.02. Mr. Fowler asked to break down in detail the other income and expenses on the Profit and Loss Report. Mr. Fox stated that includes airport maintenance, the interest only payment on the bank bond, and possibly prepaid insurance. Mr. Scherff asked about the interest only payments and why the airport isn’t paying towards the principal. Mr. Fox noted that the loan documents presented and approved by the board states that interest only payments will be made until project is complete and the grant(s) from State of AL/FAA is issued, to which those funds will go towards the principle. **Mr. Fowler motioned to approve the financials. Seconded by Mr. Hall. The vote was carried unanimously.**
* Mr. Fox presented construction projects and recapped the progress. Starting with the NW project, there has been a discrepancy of what was completed verses what was designed and presented. Currently waiting for the contractor’s internal audit/survey on the project. Mentioned an upcoming meeting for the following week. Additionally, the parking area next to the FBO was completed along with the helipad at the south end near the Co-op hangar and both are now fully operational. GMC is working on getting the required documents to the FAA for the grant application for the $3.2 million match. Noted that the last meeting with Limestone County Water and Sewer came to agreement that all concerns with the sewer project are behind us and will be eligible to go up for bid in the coming weeks. The majority of the funds have been received by ADECA and the new design changes are in the review process as of now. Mr. Scherff asked about an update from AI and Mr. Fox stated no new changes or updates since the last board meeting. Emails have been sent with no replies.
* Mr. Fox discusses the consideration of the North Alabama Airfest. After last month’s meeting, Mr. Fox created a plan and started executing that plan without spending any funds. Mr. Fox noted that the airfest packets that have been printed were paid for out of his pocket, so no actual money has been spent on the airfest as of now. A few things were changed that were proposed at the last meeting regarding the airfest. Within 3 weeks, there has been an overwhelming response regarding sponsorships. As of the meeting, $40,650 has been promised for sponsorships. A new budget with adjustments to a few totals was presented to the board. Sponsorships total was increased based on recommendations and other events in the area. Total revenue proposed is $305,750.00. Mr. Fox mentioned meeting with a marketing expert to get suggestions on advertising for the airfest. The proposed expenses are $240,750.00. A new line item was added to expenses since the last meeting is allotting $10,000.00 to scholarships for programs like Calhoun’s new AMP program or other flight specific programs. Mr. Fowler asked about rain insurance specifically and Mr. Fox stated he is investigating this more as things progress. Mrs. Hooper made sure that all the progress has been made without stating a specific date for the airfest. Mr. Fox confirmed that to be correct and did note there has been a larger interest that hasn’t committed to a sponsorship is dependent on the date being announced. Mr. Scherff suggested to move the scholarship line item be moved to revenues or let sponsors pay for scholarships. Mr. Fox countered that with essentially the scholarship line item is already covered by sponsorships. Mr. Fox asked for a motion to approve the budget to be able to host the airshow. **No motions were made. Recommendations were made as follows: Mr. Scherff suggests 100% funding, Mr. Fowler suggested 75% of the sponsorship total to be committed, Mrs. Hooper suggested 50% of the sponsorship total to be committed, and Mr. Hall suggested another 30 days of progress before board can approve.**
* Mr. Fox and Mr. Fowler present the consideration and possible action to the Rules and Regulations. There is nothing currently stating specific protocol for when a privately owned hangar wants to transfer a lease. The amendment will state that any transfer of lease for a Pryor owned private hangar would have to come before the board for approval. **Fowler motioned the approval to amend the Rules and Regulations. Seconded by Mr. Hill. The vote was carried 3-1 with Mr. Scherff in opposition.**

**Reports:**

* **FBO Report:** Mr. Fox discussed sales of fuel. Jet A sales this month were 30,538 gallons, compared to last month's 31,977 gallons sold in June. The annual total of Jet A (YTD) 235,287.23 gallons. Compared to last year's YTD of 174,848 gallons of Jet A. 100LL sales this month were 4,867.45 gallons, compared to last month's 5,474.80 gallons sold in June. The annual total of 100LL (YTD) was 38,782.66 gallons. Compared to last year's YTD of 43,600.82 gallons of 100LL.Revenue from fuel sales for the month of June is $177,234.00. COGS is $111,308.00 which leaves a Gross Profit Margin of 37.2%. Sales by item for the month of June was $228,513.72. Total fees were $24,800.00. No questions were asked.
* **Virtower Report:** Total operations were 1,451 for the month of June. Noting the business jet number was 181. Noteworth aircraft that are included in those numbers were several G550, a few Gulfstream 280s, and several Falcon jets with the Gulfstream 280 leading in the number of visits for June. No questions asked.
* **Public Involvement:** Mentioned the state budget coming from ALDOT is $8.2 million. The Aviation Council of Alabama approved to hire a lobbyist to work with our legislators for the Fall and Spring sessions to help dedicate more funds to the airport system. Between Mr. Fox and the airport staff, Pryor Field is represented on at least six boards that are involved in the community. Mr. Fox also noted on how great the experience was to have the intern here at the airport through the Decatur City Schools Foundation.
* **Fly-In Saturdays (Food Trucks):** Potentially looking at the second Saturday in August to hold a open house and fly-in.
* **Additional Note (Not included on agenda):** Prior to the board meeting starting, Mr. Fox received a letter of intent from a government contractor looking to build on the SE of the airport. More information on this will come as things progress.

**Public Comment:**

* Patrick Bramlett touched on the tax discussion.

**Adjournment:**

* Next Board meeting will be August 13, 2024, at 5:00PM. **Mr. ­­Hall motioned for adjournment at 6:01PM. It was seconded by Mr. Fowler. The vote was carried unanimously.**