

Minutes – Pryor Field Airport Authority (6/14/2022)

- **Present (Authority, Staff):** Nathan Fowler, Larry Hall, John Scherff; Adam Fox (Airport Manager), Natalie Hobbs, PE (GMC).
- **Present (Guests):** Alfred Wright, Patrick Bramlett, Judith (LearJet/John Aviation), Mark Klous, Nena Gorrell, Sam Buchanan.
- **Mr. Nathan Fowler, Chairman, called the meeting to order at 5:00pm**

Open Session:

The minutes from the June 14, 2022, meeting was motioned for acceptance by Mr. Scherff, second by Mr. Hall. The motion unanimously carried.

Old Business:

- Mr. Adam Fox discussed the Winter Homes hangar project, mentioning that more would be discussed at next month's meeting.

New Business:

- Mr. Adam Fox presented an HR Contract with Horizon Point Consultant to provide basic HR services for up to six months of service. Mr. Fox requested a budget amendment to line item 505 of \$18k to complete needed HR services. **Mr. Hall motioned, Mr. Fowler second. The motion unanimously approved.**
- Mr. Fox presented a new logo design for Pryor Flight Center that will be used on staff polo shirts and carry forward as branding for the FBO. He explains this will not take away from the Authority's original logo. **Mr. Scherff motioned. Mr. Hall second. The motion carried unanimously.**
- Mr. Fox presented the idea of hosting a chamber event through the Athens, Greater Limestone Chamber of Commerce. This would be an in-kind donation of \$600 for the use of the terminal building facilities. **Mr. Hall motioned. Mr. Fowler second. The motion carried unanimously.**
- Adam Fox presented a contract with David Schultz Airshows for Air Boss work for a summer 2023 airshow at KDCU. Total financial impact spread over the course of the following 12 months would be \$23,500. Mr. Fox explained that this would be a community involved event that will require multiple partnerships. Timeframe is June 7-12, 2023. **Mr. Scherff motioned. Second by Mr. Hall. The motion carried unanimously.**
- Mr. Fox presented two documents from BMSS, LLC, a Statement of Work and a Master Services Engagement Letter that require signature in order to move forward with this year's audit. Fox explained this is the same forms from last year with the same firm. **Mr. Fowler motion. Second by Mr. Scherff. The motion carried unanimously.**
- Mr. Nathan Fowler discussed updating the by-laws to clarify language throughout the document. Mr. Scherff questioned Article III Section 3.4 and asked for clarification. Each section was gone through individually. No vote taken at this time to adopt the proposed changes but item to be brought back for consideration next month.
- Mr. Fox gave the Airport Manager's report that indicated positive growth on the FBO side of the house with near 3k gallons of more jet fuel being sold in May 2022 over May 2021. He gave an update on public affairs events and meetings that covered being invited to Rotary Club in Decatur, Accepting the Governor for the State of the State address, having Limestone County Chamber of Commerce out for a tour, being a

part of the Decatur Chamber of Commerce Board meeting, and being at the Limestone County State of the County address. Fox presented on Project Fox and the news that ADECA has given the airport a \$2M conditional grant for water and sewer on the southeast side of the airport for future development.

- Mrs. Natalie Hobbs, PE went over the airport's current projects. She explained that in July she would like to sit down with the board for input on the master plan. Also, stated that the official state grant for the upcoming taxilane had been sent out for signature and that the grant application for the north development area taxiway and apron design and environmental has been submitted.

Public Comment:

- Mr. Plaxco stated that he has requested to have his airplane put away during the day but has been refused by airport staff. Aircraft N6633RV. Mr. Fox explained that there is a liability with aircraft being put up and taken out in the same day. Mr. Fox explained that each staff member has been instructed to wait until the end of the day to put all aircraft away at once in order to better stack the hangars and not increase the risk of damaging aircraft.

Adjournment:

- Next Board meeting will be July 12, 2022. **Motion for adjournment at 6:14PM was motioned by Mr. Scherff, second by Mr. Hall. The Motion carried unanimously.**