

Minutes – Pryor Field Airport Authority (03/09/2021)

- **Present (Authority, Staff, Consultant):** Nathan Fowler, John Scherff, Roger Minor, Adam Foutz (Airport Manager), Kevin Vandeburg (GMC)
- **Present (Guests):** Larry Hall, Patrick G. Bramlett, John Colgan, Sara Rutland, Glen Rutland, Alfred Wright, Judith Burleson.
- Mr. Nathan Fowler, Chairman, called the meeting to order at 5:00pm

Open Session

- **The minutes from the February 9th, 11th, and 23rd meetings were motioned for acceptance by Mr. Scherff, second by Mr. Fowler. The motion unanimously carried.**

Old Business:

- An update was provided regarding the hangar construction project. The project will not be completed by September 2021. In accordance with the provisions of the one-year deposits by the pre-lessee's, the deposits (total: \$69,600) will be refunded accordingly to the lessees. Lessee's will be given first right of refusal on new construction leases and will not lose their position on the hangar wait list.

New Business:

- Discussion was had regarding Retirement System of Alabama (RSA) Tiers for employees. Pryor Field Airport Authority was accepted as a member of the RSA at the March 9, 2021 meeting of the RSA. Board members will submit questions to the Airport Manager, who will forward to the RSA for response. Acceptance of Act 2019-132 must be submitted no later than 5/8/2021.
- Adam Foutz (Airport Manager) presented quotes from Perry Electric for LED Fixture replacements of the terminal building. The energy audit conducted by the Tennessee Valley Authority (TVA) yielded significant savings in transition to LED fixtures. The terminal common areas will be the priority in this transition, including the lobby, kitchen, and interior hallways. **A not to exceed (NTE) of \$4,050 to begin the replacement of fixtures was motioned for acceptance by Mr. Fowler, second by Mr. Minor. The motion unanimously carried.**
- Adam Foutz (Airport Manager) presented the monthly FBO Operations Report. JetA sales were 19,025g, and 100LL 3,404g. The FBO is hosting a promotion on Shell Aero Class points through March. The FBO has also applied to the Corporate Aircraft Association (CAA) to be an affiliated FBO with the goal of increasing Part 91 Operations. Mr. Minor is hosting an antique motorcycle show on his property on June 5, 2021 from 8am-3pm. The Authority will plan to host a fly-in in conjunction with this event, utilizing a NTE of the \$500 in promotional funds provided by Titan Aviation Fuels to aid in food and beverages.
- Kevin Vandeburg (GMC) provided an overview of the Scope of Work (SOW) for the Master Plan Study. Grant Applications are due May 15, 2021. **A motion to accept the draft Scope of Work was made by Mr. Fowler, second by Mr. Minor. The motion unanimously carried.**
- The Airport Authority solicited Requests for Qualifications (RFQ) for insurance brokerage services. Ebco Aviation, Shoreline Aviation, and James A. Gardner Aviation provided submittals. **Mr. Scherff motioned to accept the RFQ from Shoreline Aviation and designate Shoreline Aviation as the Agent of Record for the Airport Authority. Second by Mr. Minor. All in favor: Mr. Scherff, Mr. Minor. Nay's: Mr. Fowler. The motion carried.**

Public Comments:

- NONE

Mr. Fowler announced the next meeting of the Pryor Field Airport Authority will be April 13, 2021 at 5:00pm. The motion adjourn was made by Mr. Scherff, second by Mr. Minor. The motion unanimously carried.