

Minutes – Pryor Field Airport Authority (5/10/2022)

- **Present (Authority, Staff):** Nathan Fowler, Bryan Johnstone, Roger Minor, John Scherff; Adam Fox (Airport Manager), Emily Reischman (Wear Howell).
- **Present (Guests):** Alfred Wright, Kathy Offutt, Patrick Bramlett, Judith (LearJet/John Aviation), Mark Klous.
- **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. Johnstone, second by Mr. Minor. The motion unanimously carried.

Old Business:

- Mr. Adam Fox discussed setting up a meeting with the owners of the Pryor land. Planned to work with Mr. Minor and Mr. Johnstone on a date and time. Mr. Fox also discussed restoring a historic sign to be placed at the current FBO building.

New Business:

- Mr. Adam Fox presented an HR Contract with Horizon Point Consultant to provide basic HR services. Mr. Scherff wanted to talk with sponsors to provide documents for Mr. Fox to change to fit the Authority's needs. **Mr. Fowler tabled subject to next meeting.**
- Mr. Fox presented an option for supplying basic office supplies from Cintas. Mr. Minor and Johnstone suggested using Amazon Prime to eliminate fixed cost.
- Mrs. Emily Reischman (Wear Howell) presented the Authority's quarterly financials. She indicated that the FBO has made a huge change overall to the finances as a whole. The last quarter was somewhat equal in profit and expenses. Mostly due to have two airport managers on payroll at the same time with increased overtime expenses.
- Adam Fox presented the FBO report. Jet fuel sales totaled roughly 19,800 gallons beating last year's number of 11k. Avgas total was 5,074 gallons beating the prior month by 700 gallons. Mr. Fox presented public affairs update telling the Board about a speaking engagement with the Decatur Rotary Club and Decatur/Morgan County Chamber. Mr. Fox presented the new hires (Michelle and Sam). Mr. Fox talked about using a portion of the budget to purchase polo and swag items for the FBO.
- Mr. Fox presented the idea regarding an airshow in the spring of 2023. He requested Board approval to move forward with planning the event. **Mr. Fowler motioned, Mr. Scherff second. The motion unanimously carried.**
- Mr. Kevin Vandeburg (GMC) presented an update to the three airport projects currently in different phases of completion. Gave insight into the Master Plan being submitted to the FAA for approval of the projections based on current operations. He explained there will be a bid opening May 18th for the ALDOT taxilane rehab project.
- Mr. Vandeburg explained the FAA triggered funding plan and the use of AIG funds to cover next year's north development taxiway/apron. He explained that the FAA wanted to make sure that the Authority would cover the difference with private funding if the price of the project was higher than the allocated

funds from the State and FAA. **Motion by Mr. Fowler, Second by Mr. Johnstone. The motion unanimously carried.**

Public Comment:

- None

Adjournment:

- Next Board meeting will be June 14, 2022. **Motion for adjournment at 6:52PM was motioned by Mr. Scherff, second by Mr. Johnstone. The Motion carried unanimously.**