

Minutes – Pryor Field Airport Authority (09/14/2021)

- **Present (Authority, Staff, Consultant):** Nathan Fowler, Larry Hall, John Scherff, Roger Minor, Bryan Johnstone (Teleconference), Adam Foutz, C.M. (Airport Manager), Kevin Vandenberg, A.A.E (Goodwyn Mills Cawood).
- **Present (Guests):** Sam Buchanan, Terry White, Alfred Wright, Patrick Bramlett, Judith Burleson
- Mr. Nathan Fowler, Chairman, called the meeting to order at 5:01pm.

Open Session:

- **The minutes from the August 2021 meeting was motioned for acceptance by Mr. Scherff, second by Mr. Minor. The voice vote was as follows: Mr. Johnstone: Yes; Mr. Minor: Yes; Mr. Hall: Yes; Mr. Scherff: Yes; Mr. Minor: Yes; Mr. Fowler: Yes.**

Old Business:

- Adam Foutz (Airport Manager) presented an update on employee benefits solutions, and offerings to employees. Adam Foutz recommended offering full-time employees benefits and cover 50% of the monthly premium. The Authority will offer Viva Medical Silver, and Colonial Life Dental/Vision. **The motion to accept the recommendation was made by Mr. Fowler, second by Mr. Scherff. The voice vote was as follows: Mr. Johnstone: Yes; Mr. Minor: Yes; Mr. Hall: Yes; Mr. Scherff: Yes; Mr. Minor: Yes; Mr. Fowler: Yes.**
- Adam Foutz (Airport Manager) presented updated terms of the Ground Lease template. The Authority requested additional edits prior to adoption.
- Adam Foutz (Airport Manager) recommended revising the airport ground lease rate to .40 s.f/annually. **The motion to accept the recommendation was made by Mr. Hall, second by Mr. Minor. The voice vote was as follows: Mr. Johnstone: Yes; Mr. Minor: Yes; Mr. Hall: Yes; Mr. Scherff: Yes; Mr. Minor: Yes; Mr. Fowler: Yes.**

New Business:

- Adam Foutz (Airport Manager) presented the monthly Airport Manager & FBO Operations Report. JetA sales were 9,508, and 100LL 44,147.9g. The FBO continues to perform well, and all fuel numbers are at the annual high record.
- Adam Foutz (Airport Manager) presented the FY22 Operating Budget. Mr. Hall recommended revising the Hangar Maintenance expenditure line by \$50,000 to budget for re-sheeting of the north community hangar. **The budget was motioned for acceptance by Mr. Fowler, second by Mr. Minor. The voice vote was as follows: Mr. Johnstone: Yes; Mr. Minor: Yes; Mr. Hall: Yes; Mr. Scherff: Yes; Mr. Minor: Yes; Mr. Fowler: Yes.**
- Mr. Kevin Vandenburg updated the board on the Master Plan process and will hold a round table discussion with ownership entities on October 13, 2021, at 10:00am at the Pryor Field Regional Airport Board Room.
- Mr. Johnstone terminated his call at 6:34pm.
- Mr. Kevin Vandenburg presented preliminary south end bathroom designs and cost estimates. Discussion was had regarding revision of the scope of project and soliciting additionally quotes on the project.

Public Comments:

Mr. Fowler announced the next meeting of the Pryor Field Airport Authority will be October 12, 2021 at 5:00pm. **The motion to adjourn was made by Mr. Scherff, second by Mr. Fowler. The voice vote was as follows: Mr. Minor: Yes; Mr. Hall: Yes; Mr. Scherff: Yes; Mr. Fowler: Yes.**

The meeting adjourned at 6:57pm.