MINUTES OF A
RESCHEDULED MEETING OF
THE BOARD OF DIRECTORS OF
THE AIRPORT AUTHORITY OF THE CITY OF
GULF SHORES ON MAY 28, 2024

Chairman Roberts called the meeting to order at 1:28 p.m. at the City of Gulf Shores Airport Authority conference room. Upon roll call the following Authority Board members answered present:

Present	Vic Roberts, Chairman
	Jason Dyken
	Joe Garris
	Edgar Mckee
	Jerry Johnson
	Craig Olmstead
Absent	Beth Gendler
Also present:	Justin Fletcher, Airport Director
	Marisa Montgomery, Operations Manager
	Shawnda Rebain, Administrative Analyst
	Scott Applefield, Gulf Air Center
	Dave Kucko, Gulf Air Center
	Ed Delmore, Gulf Shores Police Department
	Michael Cole, Barge Design Solutions

Chairman Roberts conducted the meeting. Chairman Roberts stated that a quorum was present, and the regular scheduled meeting was open for the transaction of business.

The minutes from the Regular scheduled meeting of the Board of April 22, 2024, were presented. C. Olmstead moved to approve the minutes, seconded by E. Mckee. Upon the question, all other officials present voted in favor of the motion. The Chairman declared the motion carried.

The financial statements for the General Fund and the JEAP Fund for the month of April 2024 were presented to the Board. J. Flecther Informed the Board that starting with the balance sheet currently in the reserve account three hundred and fifty-nine thousand dollars and the checking account has three hundred and forty-eight thousand dollars for a total of seven hundred and eight thousand dollars. J. Fletcher further explained that the Accounts Receivables due to the Authority is eighteen thousand dollars as of April thirtieth. J. Fletcher presented to those present the Accounts receivable report that Alabama Skyway has an invoice outstanding and the other invoices on this report are those nagging 135 landing fees that we are collecting. E. Mckee asked do we know how many we have on write offs for the landing fees? J. Fletcher answered not off hand we do not. J. Fletcher mentioned on the Budget vs. Actuals report that are Administration building and Land Rental Revenues are at three hundred and seventeen thousand six seventy-seven dollars for the current physical year to date. J. Fletcher mentioned that our Jet A & Avgas

fuel flowage fees are at fifty-eight thousand dollars for the physical year. J. Fletcher mentioned that our total gross revenues include Landing fees and rental car concessions and the two percent gross revenues are at seventy seven thousand sixty nine dollars for the current physical year. J. Fletcher discussed that on the Budget Vs. Actual report there is a twelve-thousand nine hundred and thirteen-dollar item under other income that is the .75 percent administrative fee that is assessed on the new construction. J. Fletcher further explained that figure is provided by the City of Gulf Shores on the new construction cost of the hangars. J. Fletcher mentioned that the total income is Five hundred and forty-nine thousand three hundred- and forty-five-dollars year to date. J. Fletcher expressed that on our expenses under budget vs. actuals under building maintenance line item we had a fire inspection and two repairs on the generator that needs to be fixed. J. Fletcher further explained that one generator expense will be coming out of building maintenance and the other repair we will need to pull from Economic Development line item to fix the repair of five thousand dollars. J. Fletcher discussed that under expenses line-item R & M NAV Aids personnel and parts and supplies has taken a hit thus far in the physical year due to Moody's needing to come out and make repairs. J. Fletcher further explained that total expenses are at four hundred and eighteen thousand eight hundred sixty seven dollars. M. Montgomery presented that the Alpha 1 and Bravo gate were struck by lightning so we will see that expense next month. E. Mckee asked if it's the low voltage components that are damaged? J. Fletcher answered with it's the circuit boards that are damaged. M. Montgomery mentioned that all the gates have surge protectors and are grounded. E. Mckee asked if there are any insurance policies on the gates? M. Montgomery answered with yes they are all under our insurance policy but the deductible is higher than the repairs. J. Fletcher presented to the Board the Profit and Loss report that the Building and Land rental revenue is at three hundred and seventeen thousand six hundred seventy seven thousand dollars and we are at a sixteen percent increase over the physical year. J. Fletcher further explained that our total fuel flowage fees are at a thirty four percent increase over the physical year with fifty-eight thousand eight hundred ninety two dollars. J. Fletcher discussed that our total revenues are at a twenty nine percent increase for the physical year of seventy-seven thousand and sixty-nine. J. Fletcher further explained that our total income is at a forty two percent increase of five hundred and forty nine thousand three hundred and forty five dollars. J. Fletcher mentioned that on the expenses our R & M line item is high due to Moodys coming out and doing work on the airfield. J. Fletcher presented that our total expenses are ten percent higher than the previous physical year with four hundred eighteen thousand and eight hundred and sixty-seven dollars. J. Fletcher presented the JEAP account to the Board. J. Fletcher explained that on the balance sheet for the JEAP account currently has two hundred and fourteen thousand and five hundred and fifteen dollars. The JEAP account includes a sixty six thousand dollar reimbursement that was tied to the environmental assessment to the terminal. J. Fletcher presented to the board the project report. J. fletcher explained to the board that the ARFF truck has been ordered and we do not have any expenditures on this project yet. J. Fletcher presented that on the AIG 43 fencing project we have received all the reimbursements for this project so we will be closing this project out. J. Fletcher further explained that on AIP 44 is the back crack seal and paint for the T-hangars and everything for this project has been completed just waiting on our last invoice and then we will close this out. J. Fletcher mentioned that on the AIP 45 lighted X's project that the lighted X's have been delivered we are just waiting on reimbursement. J. Fletcher presented that the terminal project does not have an AIP number yet and as of today's date we have currently spent Four hundred seventy-one thousand and seventy-seven dollars as of today's date in expenses on the terminal. J. Dyken made a motion to approve the financial statements for the month of April 2024, seconded by J. Johnson upon the question, all those officials present voted in favor of the motion. The Chairman declared the motion carried.

Resolution 864-24; A Resolution to Ratify the Reappointment of Craig Olmstead to the Board of Directors of the Airport Authority of the City of Gulf Shores. J. Garris made a motion to approve resolution 864-24, seconded by J. Johnson. Upon the question, all those officials present voted in favor of the motion. The Chairman declared the motion carried

Resolution 865-24; A Resolution to Ratify the Reappointment of Joe Garris to the Board of Directors of the Airport Authority of the City of Gulf Shores. J. Olmstead made a motion to approve resolution 865-24, seconded by J. Dyken. Upon the question, all those officials present voted in favor of the motion. The Chairman declared the motion carried

J. Fletcher presented to the Board that Eagle Airport Markings came out and did a remarking project and we are now incompliance with the FAA and after sending them a letter showing we have updated our remarking's. J. Fletcher discussed that ALDOT was out here last month and did an inspection on 17/35 and we have a pine tree that is in violation on the north end and it is in the approach surface off of 17. J. Fletcher presented that Marisa is taking care of this with the city to get this tree cut down. J. Fletcher mentioned that the FAA is requiring us to have a Title VI program in place. J. Fletcher further explained that the title VI plan is saying that the airport will demonstrate its compliance with title VI with not discriminating. J. Fletcher mentioned that we have to put together a plan and the Airport Authority Board has to approve and adopt this plan. J. Fletcher said the title VI plan will be coming to the board in the future to discuss and Shawnda is the Title VI Coordinator. J. Dyken asked where we are with the masterplan update inside the fence and outside? J. Fletcher answered that we have been talking to lee with the city and he is ready to discuss that update with us. M. Montgomery mentioned that she will coordinate the masterplan update with the Lee and the Airport Authority.

M. Cole presented to the Board that the 9/27 markings project is all complete and looks great and we are closing out the project. M. Cole mentioned that the lighted X's project start drawing down on reimbursement for this. M. Cole presented the Commercial Terminal, and we currently have thirteen plan holders. M. Cole discussed that he expects about ten bids for this project. M. Cole further explained that we will open bids next Tuesday June 4th at 2pm. E. Mckee asked what are the requirements? M. Cole answered that this is a public bid opening and goes to the lowest bidder after we check and make sure everything checks out. M. Cole mentioned that the FAA likes to get the grant a week after our bid openings.

J. Garris made a motion to convene into executive session at 2:14 p.m. for the purpose to discuss with the Governments Body's Attorney seconded by J. Dyken. Upon the question, all other officials present voted in favor of the motion. The Chairman declared the motion carried.

J. Garris made a motion to convene into rescheduled session at 2:41 p.m., seconded by J. Johnson. Upon the question, all other officials present voted in favor of the motion. The Chairman declared the motion carried.

Whereupon there being no further business to discuss, a motion to adjourn was made by J. Garris, seconded by E. Mckee the meeting adjourned at 2:41 p.m.

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CHAIRMAN

ATTEST:

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SECRETARY