

**Peachtree City Airport Authority (PCAA)**  
**Regular Minutes**  
**Thursday, August 13, 2015**  
**Aviation Center, Peachtree City-Atlanta Regional Airport**  
**7:00 p.m.**

**Members Present: Bryan LaBrecque - Member, Tom Fulton - Member, Skip Barnette – Member, George Harrison – Alternate, Doug Warner – Airport Attorney and Airport Manager –Hope Macaluso, A.A.E.,**

**Not Present – Richard Whiteley – Chairman, Bill Flynn – Vice Chairman and Treasurer**

**I. CALL THE MEETING TO ORDER**

Bryan LaBrecque called the meeting to order at 7:00 p.m.

**II. APPROVAL OF MINUTES**

Skip Barnette made a motion to approve the July 2015 Minutes, seconded by Tom Fulton.

Motion carried, 3/0.

**III. REPORTS**

**Airport Safety & Operations (Bryan LaBrecque)**

Nothing to report, deferred to Hope and Mike for report.

**Finance & Capital Budgeting – (Bill Flynn)**

Not Present

**Tenant & Community Relations – (Tom Fulton)**

Tom noted that he had attended the Georgia Economic Development Academy and that he would attend additional sessions and report back.

**Marketing – (Skip Barnette)**

Skip had nothing to report and deferred to Mike to report any Marketing related items.



#### **IV. FINANCIAL REVIEW - Airport Manager – (Hope Macaluso)**

##### **Hope Reported:**

##### **July Revenue Highlights:**

Overall revenues were 12% above forecast for the month. The main drivers for this were:

- FBO Hangar rents being up.
- Both JetA and Avgas sales were greater than forecast for the same reasons as last month.

##### **July Expense Highlights:**

Total expenses were barely under budget by 1%. Expenses were held down almost across the board. Most significantly, payroll was down in all areas with the exception of after hours, which we recoup in revenues. There were also no training hours paid in the month.

##### **July Net Operating Income Highlights:**

July's Net Operating Income was more than forecast. However, we have been overpaid for an agreement, through no fault of own. We will need to back out about \$25,000 from our net operating income due to this overpayment. The company has not asked for a refund, but for a credit for the overpayment. The tenant in the ToyBox has mostly vacated with only clean up and paint touch ups left. The lease is through the end of this month. We have a potential customer for the hangar that we are currently negotiating with.

##### **Cash Position:**

Hope reported that the cash position has increased. The largest outstanding account receivable has paid down some debt, but is still significantly behind.

Skip asked about the general cost of fuel trend, to which Hope responded that overall we had seen a gradual decrease in fuel prices. Bryan asked if the airport was fully staffed, to which Hope responded that we may have to hire an additional lineman but is otherwise fully staffed. Bryan asked about the Fiscal Year 2016 budget and Hope stated that her and Mike had been working on the budget and that a first draft would be to the board before next meeting.

#### **V. OLD AGENDA ITEMS**

**None**

## **VI. NEW AGENDA ITEMS**

### **15-08-01 Consider entering into a Supplemental Agreement with Georgia Department of Transportation (GDOT) to allow unused Runway Overlay Grant funds for additional related projects.**

Hope noted that there were approximately \$273,000 left in the existing Runway Overlay Grant and that GDOT would allow the overage to pay for projects like Pavement Strength Testing, Design of Taxiway Lighting, Tree Clearing and Crack Seal on the Lower Ramps and Taxiway Alpha.

Bryan asked how this would affect the Capital Improvement Plan. Hope stated it would move some items up a year and allow for installation of the taxiway lighting next year. Hope clarified that the clearing of trees would be limited to the trees on the airport property not in any identified wetland areas. Bryan asked if the clearing would address all of the current identified obstacles on the airport property. Hope stated that the clearing would address a good portion of the obstacles but not all of them, mostly the issues currently identified in the Runway Obstacle Free Area (ROFA). Hope noted that Atkins Engineering was gathering quotes for all of these potential projects and would report back once those were complete.

Tom Fulton made a motion to approve the Airport Manager to sign the supplemental agreement. Seconded by Skip Barnette.

Motion carried 3/0

### **15-08-02 Consider Capital Repairs to the Fuel Farm.**

Mike reported that the airport had continual issues with the fuel pump motors over the last few years and it is becoming a safety concern as the motors reach a higher temperature than normal. When the fuel farm was designed and installed 23 years ago this airport had different and lower demands. With a growing increase in business and the potential of the amount of fuel to be sold in October we need to make a change. Being that the fuel farm is older, the fix to this will not be cheap and for safety sake needs to be addressed quickly. We have only had one company give us an estimate on repairs but the repairs would cost approximately \$30,000 with repairs to the pump motor and plumbing. After much discussion of the particulars of the repairs, Skip suggested there be a "Not To Exceed" number noted in the motion.

Skip made a motion to approve the request for a capital expenditure for fuel farm repairs, not to exceed \$35,000. Seconded by Tom Fulton.

Motion carried 3/0

**VIII. Adjournment**

Skip Barnette made a motion to adjourn which was seconded by Tom Fulton.

Motion Carried 3/0. Time 8:41pm

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Attest

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Richard Whiteley, Chairman