

Peachtree City Airport Authority (PCAA)
Regular Minutes
Thursday, April 12th, 2018
Aviation Center, Peachtree City-Atlanta Regional Airport
7:00 p.m.

Members Present: Tom Fulton – Chairman, Tom Lacy – Secretary/Treasurer, Bryan LaBrecque – Member, Allen Morrison – Member, Charles Murray – Member, Nathan Lee – Airport Attorney, and Airport Manager –Hope Macaluso, A.A.E.

I. CALL THE MEETING TO ORDER

Tom Fulton called the meeting to order at 7:00 p.m.

II. APPROVAL OF MINUTES

Bryan LaBrecque made a motion to approve the March 2018 Meeting Minutes, seconded by Tom Lacy.

Motion carried 5/0.

III. REPORTS

Finance and Capital Budgeting – Tom Lacy

Tom Lacy had attended the financial review early in the week. Tom commented that fuel costs were increasing and that Hope and Mike would that address later in the meeting or possibly in the next meeting. He stated that while it looks like we have funds sitting in reserves there are a lot of potential capital expenses on the horizon.

Operations Report – Mike Melton

Mike Reported:

Fuel (April)

We are a third of the way through April and currently on track for the April budget for AvGas and ahead of budget for Jet A.

Filming

Area C – Television Show – Received a filming fee for the filming of a television show. The FAA was notified of the event taking place on the field.

Airport Managers Luncheon

Hope and I attended the Metro Atlanta Airport Managers quarterly lunch. Georgia Department of Transportation (GDOT) was also in attendance. We learned that some of the airports are beginning to prep alongside the FAA for Super Bowl LIII. We will have more on this as the months progress.

FAA Southern Region Airports Conference - Atlanta

Hope and I also attended a free Conference put on by the FAA for the airports in the Southern Region. Multiple topics were discussed that pertained specifically to airports. It was a great place to meet face to face with the FAA and GDOT to discuss upcoming projects. The Mayor of Atlanta was the Key Note Speaker for this conference.

Declared Emergencies

Baron – A twin engine aircraft recently had a single engine failure in flight. We were coordinating with Air Traffic Control and the Fire Department. Ultimately the aircraft had a safe and uneventful landing.

Cherokee – Another single engine aircraft experienced a short engine failure in flight on short final, it was a non-event after restart.

Upcoming Events

-WWII Heritage days April 21st & 22nd

-RV Fly In / Aircraft Spruce Fly In – May 19th

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

Hope reported:

Revenue

We had another good month. Fuel sales were up but in effort to keep fuel prices competitive we kept our prices down, this affected what we had budgeted for the month of March. We did have an additional bump on revenue from filming that Mike mentioned earlier.

Expenses

Expenses were just under budget but as a result of our full-time maintenance manager being out for a couple of weeks, so we are getting ramped back up.

There were no capital expenses during the month of March.

Grant Update

The scope and fees for both the Environmental Assessment and the Runway Justification Study are being reviewed again by Georgia Department of Transportation. This is the second set of comments we have received and will be sending back to GDOT for additional review. We will update the authority once we have finalized the scope and fees for these projects.

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

18-04-01 Approve Termination of Ground Lease for Hangar D20

After much discussion about the potential of terminating the Ground Lease for D20, the authority ultimately voted to amend the agenda.

Bryan Labrecque made a motion to amend agenda item “18-04-01” to the assignment of the lease to the new owner and remove agenda item “18-04-02.” The motion was seconded by Tom Lacy.

Motion Passed 5/0

Tom Lacy made a motion to approve the assignment of the lease to the new owner, seconded by Allen Morrison.

Motion Passed 5/0

18-04-03 Results of Tenant Survey

Mike Melton stated that a survey was sent to 252 tenant email addresses with 100 responses to 4 questions. The questions were as follows:

1. Were tenants interested in an aircraft wash rack?
2. Were tenants interested in a restroom in the “T” and “D” hangar area?
3. Were tenants interested in having WiFi in the “T” and “D” hangar area?
4. Of the three previous questions, which is the top item on your wish list?

The most popular of the questions asked was the aircraft wash rack, with wireless internet coming in second and last being T/D Hangar restroom.

A comments section was also on the survey and over 30 of those responses mentioned that self-serve fuel was important to them and that it should be considered in the future. Additional hangar space was also mentioned as an item that was high on the priority list.

Mike continued on to explain what direction the authority could go, now knowing the results of the tenant survey. Mike suggested developing a plan to move forward with and prioritize the requests. He also suggested that management do an in-depth review of self-serve fuel options, that would include feasibility, initial capital expense review and potential return on investment. The authority agreed with the plan for a review of self-serve fuel options to be presented at the next meeting.

18-04-04 Capital Spending Presentation and Consideration

Mike Melton began the presentation reminding the authority of the long-term debt that was taken out by previous management and still on the books. The liability at this time was \$240,284 and matures in 2024. This was due primarily to an overestimation of federal funds that were assumed to be received that never were reimbursed. He also mentioned the 10-year intergovernmental agreement that originated in December of 2012 and those funds over time would eventually go away. That agreement ends in 2022 and there was the possibility to be renegotiated. Mike also noted the \$14 plus million dollars in grant projects that were slated for the next 5 years on the Capital Improvement Plan that is required to be submitted to the FAA annually for grant consideration. Mike reminded the authority that not tending to some of the capital expenses that were not covered in a grant could ultimately result in a loss of funding. Although extreme there are airports in Georgia who have lost funding due to non-compliance.

All in all the point Mike was making was that while these tenant amenities are important, there are other safety and operational expenses that would add up to much more than what the authority had in the bank. So, any spending needed to be monitored and prioritized.

Mike then broke out the potential capital expenses in 4 Categories (Must Haves, Operational, Additional and FAA/GDOT Reimbursable).

Must haves totaled, \$184,000. Operations totaled, \$168,400. Additional totaled, \$506,000. FAA/GDOT Potentially Reimbursable totaled, \$504,500.

The grand total of all of the potential capital expenses was \$1,356,900.

Mike then asked the authority to consider the approval of the must have items that included FBO hangar door repair, fuel farm repairs, Ground Power Unit (GPU) replacement (used) and a new bush hog attachment. These were all items that were long overdue and needed immediate attention for either safety purposes or operational continuity.

Bryan LaBrecque made a motion to approve the request for management not to exceed \$184,000 on the must have capital request.

Allen Morrison stated that he believed the list did not go far enough. None of the requests listed have the tenants in mind and that he would like to see more quality of life type capital expenses on the list. Tom Fulton stated the additional capital requests for tenant related capital expenses would be addressed in the next meeting and meetings to come.

Bryan felt this initial request was easy to absorb and not nearly as complex as the wash rack would be.

Allen reiterated he was having a hard time with this request.

(A motion had been made) Tom Fulton asked for a vote.

Motion passed 3/2.

Yays were Fulton, LaBrecque, and Lacy
Nays were Morrison and Murray

VII. Executive Session

Tom Fulton noted that no action would be taken after the Executive Session.

Bryan LaBrecque made a motion to adjourn the Regular Meeting at 8:09 pm and enter into Executive Session for real estate and attorney client privilege discussions, seconded by Allen Morrison.

Motion carried 5/0

Allen Morrison made a motion to adjourn the Executive Session and enter back into the Regular Meeting at 9:16pm, seconded by Bryan LaBrecque.

Motion carried 5/0

VIII. Adjournment

Bryan LaBrecque made a motion to adjourn the Regular Meeting at 9:17pm, seconded by Tom Lacy.

Motion carried 5/0

Attest

Tom Fulton, Chairman