

Peachtree City Airport Authority (PCAA)
Regular Minutes
Thursday, August 8th, 2019
Aviation Center, Peachtree City-Atlanta Regional Airport
7:00 p.m.

**Members Present: Tom Fulton – Chairman, Allen Morrison – Secretary/Treasurer,
Charles Murray – Member, Kevin Lund – Member, Max Braun – Alternate, Nathan Lee –
Airport Attorney and Airport Manager –Hope Macaluso, A.A.E.**

Not Present: Tom Lacy – Vice Chairman.

I. CALL THE MEETING TO ORDER

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

II. APPROVAL OF MINUTES

Allen Morrison made a motion to approve the July 9, 2019, Special Called Meeting minutes as presented, seconded by Charles Murray.
Motion carried 4/0.

III. REPORTS

Finance and Capital Budgeting – Allen Morrison

Allen Morrison met with Hope, Mike and Ryan (Bookkeeper) to go over the June & July Financials. Good month with fuel sales, gallons were down a little bit but margin made up for it. The take away is the numbers are ahead of budget.

Operations Report – Mike Melton

Mike Reported:

USDA Site Visit

In early July, the USDA conducted a site visit to assess the wildlife situation at the airport due to the deer strike we had in May. Airport management requested the site visit and we also asked if GDOT would like to join the site visit as well. GDOT joined the site visit and what was revealed was nothing we didn't already know. The airport is currently only about 85% fenced and this is completely due to the through the fence properties like Chick-Fil-A, CAF and the ATP Hangar.

Months prior to the deer strike in May we were working with our consultant and GDOT on a permanent fencing plan to fully enclose the airport. Those plans are almost complete and we are currently waiting on completion of the plans and approval from GDOT to complete that project. We don't have to go into the details about it now but there will be some easements that will need to get sorted out. We will bring those to the authority once the project is further along. Tom

Fulton asked if we were to fill the holes would that completely stop the deer from getting on the field? Mike responded that it will stop 99% of the deer traffic.

T-Hangar B Floor Coating

We reached out to the contractor who completed the T Hangar floor coating last year for a quote on the remainder of the T-Hangars (T-11 through T-24). He just sent the estimate back to us this week so we have not had a chance to review it with him. We do plan on bringing it to the Authority along with a capital project presentation next month for potential approvals.

ODALS

As you can see the new ODALS were installed and were working great for a while. With the weather being what it is in Georgia, lightning struck the number 2 ODAL. I issued a NOTAM for the approach lighting system being out of service but the lights still function just not in sequence like they should. The contractor has been called and we are on their list for service.

Leo Giles Gate

The issues with the Leo Giles gate have been resolved. We anticipated possibly having to replace the entire motor and slide system but the contractor was able obtain parts and is in great working order again.

Lease Software Update

We have been working diligently uploading all of our lease schedule into the new lease tracking software. We have learned that we got much more than we anticipated and we are now also able to do the same thing for our contracts, permits and licenses within the same software at no additional expense. All in all, the purchase you all approved has proved to be an excellent tool for us.

Area C Lights

The FAA has approved the parking lot lights for Area C. We have a preconstruction meeting with Georgia Power next week to get that ball rolling.

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

Hope reported:

June 2019

Revenue and Expense Highlights:

June was a good month coming in just over budget. Revenues came in just over budget by 3.6% thanks to another good month of fuel sales. Expenses were just over budget by 3.4%.

Capital Expenses

The capital expenses were related to the approved furniture purchases and patio tables, the repair of the Leo Giles gate, and tractor parts.

July 2019

Revenue and Expense Highlights:

July was also a good month coming in over budget by 7.4%. Revenues were over budget by 5.9% thanks to another good month of fuel sales. Expenses were just over budget by 4.9%.

Capital Expenses

The capital expenses were related to the approved patio ceiling fan purchase, a gear box for the bat wing mower, and of course the approved replacement of the ODALs and rotating beacon light.

As reported in June, we have put together a list of additional capital items that need to be addressed. We are still gathering quotes for these and expect to have a presentation on them for the September meeting along with our proposed operating budget for approval.

Grant Update

The current grant is still under way. On July 16, we met with GDOT, WK Dickson and their subcontractor to address the Environmental Assessment comments that GDOT had. The subcontractor is working to address those comments now that we have further clarification.

For our next grant, WK Dickson is preparing the Scope and Fees for the Airport Layout Plan update for GDOT's review.

The Toy Box tenant (1130 Echo Court) has not paid for June, July, or August and has been served with a dispossessory notice. No court date has been set. We do have potential tenants interested in the building once it has been vacated.

We received the approval from the FAA for the Notice of Proposed Construction for Hangar C-4, still awaiting the approval for the crane that will assist in construction. Still waiting for the FAA approval for C-5.

As far as C-1 is concerned, they are awaiting permitting from the City.

We did find out from GDOT that airport generated revenue cannot be used to fund the playground. This was confirmed in a letter from GDOT last month. Hope noted she has met with Ann Cobb a number of times to see what can be done for the playground. Hope stated she was planning to meet with Ann and a Playground Contractor in the near

future. Ann hoped to have the project completed by May of 2020, which will require additional fundraising.

Mike mentioned that Jay Herrin had been working tirelessly regarding the painting of the F-16. He has met with multiple potential contractors to paint the F-16. He now has Manny Halodopolous working with him to assist with logistics. Mike reiterated that we could not use airport funds to fund the painting project. Tom Fulton asked if the aircraft was going to be painted in place. Mike responded that it would depend on the contractor but if it was the contractor down the street, they would prefer it come off the pedestal and be painted in their shop.

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

19-08-01 Presentation and Request for Air Show (Bryan Lilley Productions)

Hope introduced Bryan Lilley and Steven Webster to the Authority. Hope also noted that the City has conditionally approved the air show moving forward conditional upon the Airport Authority's approval. Hope also noted the air show had addressed all the concerns with fire and police.

Tom noted that after the presentation, he planned to open up the floor for 10 minutes of questions from those in attendance of the meeting.

Bryan Lilley thanked the Authority for allowing them to present the plan for a 2020 air show. Bryan stated that his team had been spending some time with the City and Airport sorting out all of the details that had been of concern. Bryan had noted that they had hosted the Canadian Snowbirds Practice Show in May, which allowed us to work a little bit with the City and the Airport. He has already met with the City's Special Events Team regarding the proposed 2020 air show.

Bryan stated that he grew up in the event industry and explained how their company was unique as they are one of the only companies like theirs in the industry that focuses on air shows. Bryan started the company in 2007 with an Air and Space show in Florida with the USAF Thunderbirds. The company holds five air shows annually with impacts in four of the top ten markets.

Bryan explained why they chose Peachtree City for the air show and stated that the city is such an aviation branded city. He continued on to say that we are on the outskirts of one of the top markets and that the airfield is sufficient for military aircraft. He also noted that the airport has operational experience in doing an airshow in the past. From what Bryan and the team had heard was that people missed the air show in Peachtree City.

Some of the benefits of the air show are that it attracts people of all ages who are interested in aviation. Whether it's an interest in civilian aviation or an interest in military aviation. Lots of kids that get into aviation all start out with a visit to an air show. The air show would attract media and general awareness of the airport. An air show creates engagement of many organizations like Kiwanis, Commemorative Air Force and other nonprofit organizations. The air show would generate revenue for the airport through fuel sales.

Bryan noted that his team has lots of experience working with airport tenants at various airports and cities. Their team tries its best to make it the lowest impact to the community and to make it the most user friendly as possible. That really starts with communication with the tenants and the airport. We integrate tenant access in our security plans and relay that information to the tenants for ease of access to the field. We always host a pre-air show tenant briefing to lay out the entire plan and answer any questions tenants may have regarding the show. We also have a process to distribute access passes and parking passes to tenants and employees on the air field to make sure we have minimal impact to those tenants and businesses.

We have a full-time volunteer coordinator on our staff that is responsible for both our large organic volunteer pool and the local community groups who provide volunteers. Bryan gave the example of parking and how a local community group would benefit from the revenues generated off of the parking. Bryan noted that his company has also made donations to community groups in return for a pool of volunteers, all giving back to the community.

Bryan began to explain the layout that they had worked together with Hope and Mike to refine the layout. He explained the layout was similar to the way it was laid out in the past with a few tweaks. He explained that parking and traffic management is such a huge part of a having a successful air show. It has the most impact to the community and the most impact to the spectators and their overall experience. Bryan noted that they bring in a professional parking management team to sort the details of ingress and egress from the parking lots to the show itself. The company they use has been doing parking at air shows for 23 years. The company comes in and does a full analysis of the area and develops a parking plan for the show. The company has already conducted a preliminary analysis of the Peachtree City show. That preliminary plan has already been submitted to the City for review as a part of the feasibility study for a potential show. A big part of this is identifying the lots and the flow of traffic for specific types of vehicles as well as integrating the shuttle routes/timing to and from the parking lots. The goal of egress from the event is to get everyone off the airport in ninety minutes. A full detailed plan will be available for review if the Authority is to move forward with the show. Bryan highlighted many of the details that were in the plan including how many shuttles would be required, not only for people but also the turnaround time between lots. Traffic control points are very important, not only where the traffic control points are but that those on duty at those points have a bullet point list of air show general information. All in all, it is a very comprehensive program that would be shared with all of city services and the airport.

Bryan concluding his presentation and said he would be happy to answer any questions.

Don Roberts from the audience asked approximately how many people did Bryan plan to be in attendance? Bryan answered around seven or eight thousand per day. Don asked how many people did Bryan think the airport could hold? Bryan answered ten to twelve thousand per day. Don believed that the airport could handle more than that. Hope commented the number was around sixty thousand that we can hold. Hope stated from a management stand point the air show was good for promoting aviation and to keep future generations interested in aviation and keep our business going.

Jay Herrin asked about a detail of the map that seemingly highlighted pre-identified parking areas? Bryan stated that the marks were traffic control points, the places where traffic control officers would be placed. Jay asked if Bryan's team already has commitments for the proposed May 16th show? Bryan stated they wanted to make sure that the city was on board with the plan before reaching out to the businesses. Jay asked if the air show would do advanced ticket sales and how they proposed to do that? Bryan stated that 90% of tickets are sold in advance. He said they guarantee that by putting a large discount to purchase ahead of time. He explained the more tickets sold in advance, the more predictable the flow of traffic to and in the show will be. Jay asked if that was done through Groupon and Bryan responded that all of the sales were done through their website and they do not use Groupon for ticket sales. Bryan noted that most of their shows are digital advertisements, in fact the next show they were doing was 100% digital advertising because you can track the data.

Don Roberts noted that a lot of the locals have a lot of air show experience so were the locals expected to move out of the way and let the air show organizers do their thing? Bryan stated that they are always looking for local institutional knowledge on what worked and what didn't, so they rely heavily on that.

Hope asked Bryan to explain how the air show acquires volunteers and also why the dates for the 2020 show were chosen. Bryan gave the example of the marine corps unit in New York handling a few things for the air show and in return Bryan Lilley Productions donated to the unit. Hope stated that essentially, they contribute a monetary donation to organizations in exchange for volunteers. Bryan agreed.

Allen Morrison asked how the organizers would address the mass exodus of people after the main act finished. Bryan explained that there would have to be plenty of shuttles on standby for the end of show exit. He explained that knowing exactly how many shuttles would be needed for the end of show was important. He also noted that many of the spectators leave early during the main act, depending on the length of their act. He explained they have seen close to fifteen or twenty percent of attendees leave early because families are tired and ready to get back home. Allen asked if the field reached capacity, would they stop shuttling people in. Bryan explained that the idea is to not get to that point by monitoring ticket sales in advance and cutting off pre-sales or digital advertising to avoid that situation.

Audience member Jeff Morrison asked if Bryan expected attendance to be ten to twelve thousand per day. Bryan confirmed that was what we can expect. Jeff explained that during the Blue Angels show that the attendance was triple that. Jeff stated he has worked in Emergency Management for thirty-five years and one of the things he deals with is evacuation times. Jeff continued on to explain that there is one two lane corridor outside of the airport and as soon as the bus gets backed up at the traffic light for thirty seconds, the next bus wait time doubles and so on down the line. After the last show Jeff explained he was working on the north end of the field and they were trying to get both people and airplanes in and out of the same place simultaneously. He explained that people were mad and people were angry, it was not a safe situation trying to move airplanes. Jeff reiterated that his main concern was the two-lane corridor and that the air show's expectations of attendance was underestimated as well as what to tell patrons that drive to the show and there are no more tickets. Bryan stated that Snowbirds are a good draw but since they are not an American team, the draw is smaller.

Audience member Jim Savage asked who the air boss was and who would control the ramp? Bryan answered the air boss would either be George Klein or Wayne Boggs. He explained that Greg Savage would control the ground operations and works directly with the air boss.

Kevin Madden introduced himself (City Council Member) and thanked the Chairman and Bryan. He explained that the discussion was getting into the weeds and that we are missing the point. He stated that Peachtree City was designed for all of the people in the aviation community and that we absolutely should have an air show. He stated he has been here twenty-two years, taken his kids to the shows and this is what we have this gem of an airport for. Air shows excite people and get people interested in aviation. He continued on to explain that this airport is one of the few airports that was supported only by the Airport Authority and the City of Peachtree City. This is what the airport is here for. The minutia can be worked out and they have already had meetings of all the little details. He stated what a great way this is to advertise this gem of an airport. Kevin stated he had met with the Lilley Production people for a year and a half now. We need to foster aviation, it's our responsibility. The more we advertise how the airport benefits the community the more support we get from the general public.

Audience member Rick Escarra asked how businesses who lost revenue would be compensated if at all or if there was any sort of performance bond offered to the airport? Bryan stated that we have looked at that in the past and it is hard to get something like that done. From the air show's perspective, they do their best to accommodate everyone and not interfere too much with business. Bryan explained that they do this for a living so if they were to have an issue like the 2015 show it would put them out of business and it is in their best interest to do things the right way. Bryan said that while he couldn't give one hundred percent of the answers that, by the time the show was ready to go, they will have answered the questions and not over extend.

Charles Murray asked what the proposed dates were. Bryan answered May sixteenth and seventeenth and that the main component was military asset availability and the Snowbirds' schedule.

Charles asked what the backup was if weather was a factor. Bryan explained that the rain date for Saturday is Sunday and the rain date for Sunday would be the following year. Bryan noted that they have only had to cancel a show once for weather and patrons were offered a refund or the option to extend their ticket to the following year. Charles asked what the down sides are to air shows. Bryan said that safety is the main thing and mitigating risk. There has not been a spectator fatality in a number of years since the aerobatic box has been established. There can be accidents at air shows and that is a down side.

Kevin Lund asked Hope and Mike if they were willing to go through this again and what are their thoughts. Hope stated that she is for it to promote aviation and also from a business perspective. She explained that fuel sales would be a benefit to the airport along with the fees to recoup the cost of additional staffing, etc. Hope estimated about twenty thousand gallons of jet fuel during the weekend for the Snowbirds would be sold. Hope noted that we had a black eye because most of the patrons don't understand that we do not put on the show. Having worked with Bryan over the past couple of months, there is certainly a higher level of professionalism and organization with this team. Hope stated that Mike is the boots on the ground guy and may have more to say. Mike stated that his main questions have been answered by Bryan and his team over that last couple of months. Mike explained that he had been working with CAF and the RV Squadron to sort out their May dates which would have fallen on May 16th. Mike stated that he looked like the bad guy by setting up the dates for those events. The date requested had to do with the Snowbirds' schedule. Mike said a lot of the questions that he had were shared by everyone here tonight and what is the impact to everybody. Mike stated that Jeff had some good points and it's something to really be thought out. Mike noted that there were lots more tie down tenants than before and that Bryan and his team accommodated for that in their plan, it was a conversation that they were willing to have with us. Mike explained that Area C could not be utilized for tie down aircraft because of the growth over there with hangars. Mike stated that the Lilley team has been willing to work through many of the issue but there is a lot more to work through. Mike stated that he was still on the fence about the event.

Tom Fulton stated that he was impressed with the level of planning and confident that we can get it all figured out.

Allen Morrison made a motion to approve the proposed air show, seconded by Kevin Lund.

Motion carried 4/0

19-08-02 Consider Purchase of Fire Proof Filing Cabinet

Hope explained that the airport goes by the State of Georgia Retention Schedule but that over and above that, we have an FAA retention schedule that we have to go by as well. This cabinet would house our historical and existing grant documents. We have two operating fire proof cabinets but there is a need for an additional cabinet. Hope stated that she is requesting the purchase of the cabinet for \$2399.99. Allen asked if this would cover everything that needs to be protected. Hope answered that yes this would fulfill our need for this for now as we have gotten rid of many of the documents we do not need to hold on to.

Charles asked how we were certain that the fire proof cabinet was actually fire proof and he asked if it had been tested. Hope replied that it was fire rated for one hour. Charles asked if we have had one before. Hope explained that the airport currently has three of them, total.

Kevin Lund made a motion to approve the purchase of the fireproof cabinet as presented, seconded by Allen Morrison.

Motion carried 4/0

19-08-03 Consider Purchase of Lobby Audio System

Mike explained that we have had the current system for a long time and it was dated. Mike laid out the specifics of the system that was being presented included the number of microphones and it would be in a rolling rack. The system could not only be used for Authority meetings but also for other events on the field like the RV Fly-In or Challenge Air. He explained that he had looked at doing something permanent in the lobby but he felt like having a portable system would be more advantageous. The big expense is the microphones and that is the most important part of any sound system. The total for the proposed system is \$3,799. Allen asked why only 8 microphones? Mike stated that we could absolutely add a microphone in the future if it becomes a problem. Charles asked what the life of the system was. Mike answered ten years or more. Mike also explained it would have the ability to record to a device that we already own. Tom Fulton asked what the high end of the system that Mike looked at would be. Mike answered six or seven thousand and that the proposed system is a good option. Charles asked what we do with the system when it is not in use. Mike explained it would be in storage like the system we have now. Hope commented that since the system was portable it could be used for events when the lobby was being rented.

Allen Morrison made a motion to approve the audio system as presented, seconded by Kevin Lund.

Motion carried 4/0

VII. Executive Session

There was no need for an executive session.

VIII. Adjournment

Allen Morrison made a motion to adjourn the Regular Meeting at 8:12pm, seconded by Charles Murray.

Motion carried 4/0

Attest

Tom Fulton, Chairman