

**Peachtree City Airport Authority (PCAA)**  
**Regular Minutes**  
**Thursday, April 14<sup>th</sup>, 2016**  
**Aviation Center, Peachtree City-Atlanta Regional Airport**  
**7:00 p.m.**

**Members Present: Bryan LaBrecque – Chairman, Skip Barnette – Member, Mike Mitchell – Member, Greg Garmon – Alternate, Doug Warner – Airport Attorney and Airport Manager –Hope Macaluso, A.A.E.**

**Members Not Present: Bill Flynn – Vice Chairman and Treasurer, Tom Fulton - Member**

**I. CALL THE MEETING TO ORDER**

Bryan LaBrecque called the meeting to order at 7:05 p.m.

**II. APPROVAL OF MINUTES**

Bryan stated that they could not approving the minutes as a quorum did not exist at this meeting for approval of the March meeting since Bryan had missed the March meeting. Approval was tabled.

**III. REPORTS**

**Finance & Capital Budgeting – (Bill Flynn- NOT PRESENT)**

Bryan commented that he and Skip were able to attend the last finance meeting and that Bill was unable to attend. Bryan deferred to Hope's financial report for the details and stated that overall it was another good month.

**Operations – Manager of Operations, (Mike Melton)**

**Mike reported:**

Drone Operations have become the focus of our attention as of late. So far most of the drone operators have been compliant with the new regulations set forth by the FAA.

WWII Heritage Days is coming up at the end of the month. There will be a small aerial demonstration that has been coordinated with the FAA. A NOTAM will be issued for this demonstration and no airport closure is required.

We have begun the process of developing a one sheet handout for those interested in building here at the airport. We will distribute copies to the board once this document has

been completed.

The FBO hangar is officially at capacity, leaving no room for hangar space for transient customers. We do have an agreement with to use space in another hangar for overnight transients. We will start a waiting list for the FBO hangar. The T Hangar waiting list continues to grow weekly.

We have added a total of 10 new tenants to the airfield, 7 tie down tenants and 3 FBO hangar tenants since February.

We now have 6 jets based here on the field and 5 turbo prop aircraft.

Zach Burrell has joined the team and will be helping Danny with airfield maintenance now that cutting season is here.

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

##### **Hope reported:**

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

Overall revenues were above forecast for March. The main driver continues to be strong fuels sales. We are lagging behind in hangar leases. However, as Mike stated, we have two new tenants in the FBO hangar. This will catch us up on those revenues.

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

We were over budget in expenses for the month. This is directly related to paying the past due amount to the City of Peachtree City on our Stormwater Bill. That past due amount was about \$8,000. Going forward, our monthly bill will be less. Bryan reminded the board that there had been a reduction in our current Stormwater Bill as a result of an exemption that the city council had passed, due to the pavement on the airport being funded through the Georgia Department of Transportation. He also noted that there would be additional bills for the privately owned hangars that would be sent directly to the airport for those impervious surfaces. Bryan stated that the airport essentially becomes a collection agency for the city in this matter, that the airport did not place the buildings and concrete there, and the billable surfaces were a function of a private entity building on airport land. Hope noted that the city attorney had advised that the real property owner was ultimately responsible for the Stormwater Utility Bill. Bryan stated that attempting to collect Stormwater Utilities could ultimately cause unnecessary friction between the airport and tenants. Skip Barnette agreed that this would likely be the issue. Bryan reiterated that the airport is not in the business of collecting fees on behalf of the city.

## **Grant Update:**

The Supplemental Agreement with the Georgia Department of Transportation has been executed. This releases the remaining funds in the Runway Overlay Grant that began in 2013. With these funds we will be able to accomplish the following projects:

1. Perform a Pavement Strength Evaluation on the runway to determine the current recommended maximum aircraft gross weight that the runway can accommodate on a regular basis.
2. Clear trees that are on our property that have been identified as obstructions but are not in wetland areas.
3. Crack seal the taxiways, taxi-lanes and tie-down aprons.
4. Design the replacement lighting for the airfield with the exception of the runway and some of the signage as well.
5. Reimburse the authority for some of the fencing work that was done at the authority's expense during the previous fencing project.
6. Update our Disadvantaged Business Enterprise (DBE) plan as required by the FAA.

Hope mentioned that a current tenant was requesting a right of first refusal on property in "Area C" on the south side of the airport. This would be for 12 months and would be same terms as the previous first right of refusal in the previous agreement between the airport and that tenant. Skip clarified that a payment would be made for the right of first refusal and Hope confirmed that was indeed the case.

Mike Mitchell made a motion to approve the airport to enter into a one year right of first refusal as described with the same terms as before, seconded by Skip Barnette.

Motion carried 3/0

## **V. OLD AGENDA ITEMS**

**None**

## **VI. NEW AGENDA ITEMS**

**None**

## **VII. Adjournment**

Prior to adjournment, Skip mentioned the possibility of the Airport Authority considering going to an every other month meeting with agenda's being as light as they have been the last few months. Skip also noted that if the authority was to entertain this suggestion, that a special called meeting could take place if the need arose during the off months with proper notification to the public. Bryan asked about the finance meeting if that were to

happen. Skip stated that the financial review should continue as it has in the past with rotating attendance by authority members other than Bill Flynn. Mike Mitchell mentioned he did like the monthly meetings just because of the routine and familiarity but he also understood the every other month concept. Mike continued on to say that maybe the authority should hash this out at the next meeting with all the board members present. Bryan agreed that all member should have a say and it would be addressed next meeting.

Skip Barnette made a motion to adjourn the meeting at 7:25pm, seconded by Mike Mitchell.

Motion carried 3/0

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Attest

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Bryan LaBrecque, Chairman