

Peachtree City Airport Authority (PCAA)
Regular Minutes
Thursday, February 20th, 2020
Aviation Center, Peachtree City-Atlanta Regional Airport
7:00 p.m.

Members Present: Kevin Lund – Chairman, Charles Murray – Vice Chairman, Tom Lacy– Member, Max Braun – Member, Nathan Lee – Airport Attorney and Airport Manager – Hope Macaluso, A.A.E.

Not Present: Allen Morrison – Secretary/Treasurer

I. CALL THE MEETING TO ORDER

Kevin Lund called the meeting to order at 7:00 p.m.

II. APPROVAL OF MINUTES

Max Braun made a motion to approve the January 9th 2020, Meeting Minutes as presented, seconded by Charles Murray.

Motion carried 4/0.

III. REPORTS

Finance and Capital Budgeting – Allen Morrison

Allen Morrison was not present, so Kevin stated that Hope would cover the financials in her review later in the meeting.

Operations Report – Mike Melton

Airshow Prep

We held the first Airport Tenant meeting last night in the FBO and went well. While lots of questions were answered, we are sure there are more unique questions that will be asked in the future. The Air Show is doing an excellent job of handling questions and any layout changes as needed. We are very appreciative of their professionalism during the planning period.

Fuel Farm Repairs

We are in process of repairing a few items down at the fuel farm that were approved in a previous Airport Authority meeting. We are finally getting to the point where we can actually make the repairs. The tanks will have to be completely empty when we do this and we will be short-handed on fuel during the 3-day repair period. That is not to say that we will run out of fuel during that period but something to note and plan ahead on. We will give everyone enough lead time to plan for this repair and communicate this to everyone via email a few times before hand. If you do not currently receive emails from the airport, please make sure to leave your email on the sign-up sheet at the front door so we can add you.

T-hangar door repairs/servicing

Over the next couple of months, we will be coordinating with a contractor to service and repair any deficiencies on the T Hangar doors (T-1 through T-24). We will make sure to communicate this in advance. If you believe that we do not have a key or a combination to your hangar, please email or call me with that information. We will not enter your hangar without you knowing ahead of time and for the initial servicing, you should not have to move your aircraft out of the hangar. If in the case we do need the aircraft moved we will coordinate with you prior to doing so or have you present at that time.

Fuel Progress for February

We are about 70% of the way through the month and just over budget for JetA for the month and just under AvGas for the month, even given the weather. Over all we are on target to make budget for the month for fuel.

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

Hope reported:

Financial Report

December 2019

Revenue and Expense Highlights:

January was a good month in both fuel sales and miscellaneous income. The miscellaneous income was for filming in Area C. Revenues exceeded budget by 6%. We were below budget in overall expenses by 4%. Net Income was 36% over budget and we have a year to date operating surplus of 31%.

Capital Expenses

The capital expenses were for painting the side of the FBO hangar where the flight school is, a new computer for our Bookkeeper, another PAPI control board, and fire hydrant repairs.

Grant Update

The Environmental Assessment (EA) for Obstruction Clearing is still under review with GDOT. A Supplemental Agreement had to be requested by me to GDOT for additional costs to the EA in the amount of \$6,060.

The cost for the Obstruction Clearing Design has been settled. The Scope of Work is going through GDOT's internal review now.

The Airport Layout Plan Scope of Work is still in the process of being formulated. One of the unknowns right now is a component that would update the City's Airport Zoning ordinance. I am meeting with Jon Rorie soon to discuss how the city might view the update. GDOT will only pay for the update if the city actually changes the ordinance.

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

20-02-01 Capital Spending Request for Ground Service Equipment

Mike began by explaining that the request for ground service equipment, specifically tugs that would afford us the ability to move aircraft around both in and out of the hangar but also on the ramp. Mike explained that busy days with transient traffic are becoming more and more common and the need to be able to move those larger transient aircraft to other areas of the ramp just to accommodate the incoming traffic. Mike explained that on a busy day we take up to 60 AvGas calls and as many as 20 Jet fuel calls. Having the ability to move these aircraft around safely and with the correct equipment is very important. He noted that out of the increase in jets we are starting to see much larger aircraft that as of now we are not able to currently move safely. He explained that this forces us to be creative with the small ramp that we have and placing aircraft in areas of the ramp that an aircraft cannot park under its own power. Mike continued on to give a number of scenarios that proved his point.

Mike outlined the need for a larger "Lektro" tug to be able to tow aircraft up to 120,000 pounds and also a smaller tug for the smaller aircraft that was not a manual transmission like the one we have now. Mike explained the smaller tug is primarily used for aircraft in the community hangar and he highlighted the fact that manual tug caused an incident with an aircraft that was mentioned in a previous meeting. He outlined other scenarios that the smaller tug could accommodate versus even the smaller "Lektro" tug that we have now. Mike noted that they would be asking for a not to exceed number on the smaller tug.

Max Braun asked what that not to exceed number was for the smaller tug and how much would freight be. Mike stated that he was asking for a not to exceed of \$20,000 for the smaller tug and he felt confident we could find a smaller used tug, including freight for that number.

Mike stated that the larger tug, the "Lektro" tug we would be asking for is the AP8850 tug, which came in at just under \$107,000. Charles Murray asked if the quote was one of several quotes you received, Mike answered that yes one of many. Mike explained the company they were working with was a sort of broker that would go out and look for equipment like this. Charles asked if it was a new piece of equipment, and Mike stated that it was.

Kevin Lund stated that this was a no brainer for him and explained that if we are going to be a legitimate FBO, that we need this type of equipment. Kevin also clarified with Mike that when we get into a pinch we are borrowing someone else's piece of equipment. Charles asked what the life of the piece of equipment was and Mike and Hope commented that based off of the 2004 Lektro that is currently in use, is almost 20 years old and still going strong.

Max Braun asked Mike if there were any aircraft that tug would not be able to accommodate that we see very rarely? Mike commented likely not a C130 but everything in business class of aircraft for sure.

Hope also noted that with the larger tug, we would be able to assist disabled aircraft that we would not have been able to accommodate before.

Charles Murray asked the question; do we really need it or is it a nice to have. Mike responded that it is a matter of needing the piece of equipment given the business that we are growing to be.

Kevin Lund also noted that equipment like this holds its value, so if the economy ever took a dive we could offload the piece of equipment later on down the road.

Max Braun made a motion to proceed with the not to exceed capital expense request of \$130,000 for an HTag50 or similar and the Lektro tug as presented, seconded by Kevin Lund.

Motion carried 4/0

20-02-02 Capital Spending Request for Paving

Hope began by explaining where the road was that was being discussed and showed a slide of the area that needed to be addressed. Hope explained that there were a number of areas that needed repair and additionally the entire road would need to be overlaid after the repairs to avoid any reflective cracking that may occur in the future. Hope noted that she gathered three quotes and also stated that a part of the quoted repairs from all three companies was the concrete area that was leading into the fuel farm. Hope explained that since the business has grown, we have seen an increase in the number of fuel trucks that are using that area and it is showing its age.

Hope noted the most expensive quote was over \$52,000 and the lowest and our recommendation was \$34,756 from A Buck Asphalt. Hope reiterated the ask of a not to exceed of \$35,000 to repave Leo Giles Way.

Max Braun asked if anyone at the airport had worked with A Buck Asphalt in the past or have referrals. Hope stated that no one she knew had and she did not have referrals. Kevin Lund asked if there was any sort of warranty for the work, Mike responded that yes there was a one-year warranty that was included.

Hope noted that the only company that we had worked with in the past was Black Jack, who was the middle of road quote from a price perspective.

Kevin asked if they were using comparable material, Hope responded that yes all of the companies were using "Permafex" for the overlay and similar bases.

Charles commented that he was leaning toward using the company the airport had used in the past even with the higher cost. Kevin Lund agreed with Charles approach on the matter.

After some discussion regarding scheduling of the paving, Hope asked for a not to exceed of \$40,000 and see about negotiating.

Charles Murray made a motion to approve the capital spending request for the Black Jack paving quote with a not to exceed of \$40,000 and to attempt to negotiate with Black Jack on a better price, seconded by Max Braun.

Motion carried 4/0.

VII. Adjournment

Prior to adjournment, Kevin Lund asked if any of the staff or Authority had anything to say.

Mike noted that there had been mold or moss growing on the North side of the T hangar and that as soon as the weather cleared enough, the maintenance team would see what they could do to remove it from the exteriors of the buildings.

Kevin stated that Jay Herrin wanted to give a bit of recognition and opened the floor to Jay.

Jay began by mentioning the horrific aircraft accident that happened a number of days ago and commented that many people in the room knew the owners of that aircraft. Jay noted that a lot of things happened that day and that management handled the situation from about 11am that morning till 9pm that night. With many people asking questions that at the time they didn't have the answer to. Jay noted the fuel that had to be tested and many other things that many of us do not think. He noted that this was certainly something that should not be taken for granted. Jay wanted to make sure that Hope and Mike knew that the tenants appreciate all they do and gave all of the people who support and manage the airport a big hand.

Kevin reiterated Jay's point and appreciated all that the staff does for the airport on a daily basis, even on their off days.

Charles Murray thanked Jay for saying what he said. He noted that while we do these meetings its really about relationships, friendships and life. He noted that it was important to share and express these things.

Kevin Lund opened the floor to Ralph Trapaga (a T Hangar renter). Ralph asked if there was anything that can be done about the leaks in the T hangars roofs and if the Authority was going to finish the floors of the rest of the T Hangars. Kevin Lund commented that they were discussing that very subject.

Vic Syracuse commented that in Area C until the construction is complete he asked if management could look into steel plates to cover some of the utility access points in the asphalt until they could be properly repaired. Mike said they could look into that.

Charles Murray made a motion to adjourn the Regular Meeting at 7:37pm, seconded by Max Braun.

Motion carried 4/0

Attest

Kevin Lund, Chairman