

Peachtree City Airport Authority (PCAA)
Regular Minutes
Thursday, July 9, 2015
Aviation Center, Peachtree City-Atlanta Regional Airport
7:00 p.m.

Members Present: Richard Whiteley – Chairman, Bill Flynn – Vice Chairman and Treasurer, Tom Fulton - Member, Skip Barnette – Member, George Harrison – Alternate, Doug Warner – Airport Attorney and Airport Manager –Hope Macaluso, A.A.E.,

Not Present – Bryan LaBrecque –Member

I. CALL THE MEETING TO ORDER

Richard Whiteley called the meeting to order at 7:00 p.m.

II. APPROVAL OF MINUTES

Bill Flynn made a motion to approve the June 2015 Minutes, seconded by Skip Barnette.

Motion carried, 4/0.

III. REPORTS

Airport Safety & Operations (Bryan LaBrecque)

Not Present

Finance & Capital Budgeting – (Bill Flynn)

Bill noted there was an accrual issue between June and July that was corrected and deferred to Hope on the remainder of the finance report.

Tenant & Community Relations – (Tom Fulton)

Tom stated that he had attended the Fayette County Development Authority meeting and noted that he was participating in some of the Fayette Visioning that included new real estate opportunities within the county.

Marketing – (Skip Barnette)

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

Operations –Manager of Operations, (Mike Melton)

Mike reported:

The Fencing project is underway. Surveyors are out this week and they plan to start clearing for the fence on the south side of the field in the next week or so.

FUEL UPDATE July MTD-

Avgas = 2,461 Budgeted = 9,357

Percent of Budget = 26%

Jet = 3,767 Budgeted = 12,359

Percent of Budget = 30%

Percent through Month = 26%

National Rental Car- They had hit few hiccups with their computer system but the airport will receive rent for the space for June and July. They expect to be operational mid to late week next week.

The FBO hangar is still pretty much full and the new Jet tenant is keeping us busy and pumping plenty of fuel.

GBAA Luncheon – It was a success with close to 300 people turning out for the event. We also pumped plenty of JetA during the event as well.

Safety Page – There have been a number of questions about drone operations and regulations over the last few months. We have added a few resources to our Safety page on our website linking to the FAA regulations and guidelines on this subject. Richard suggested we place the link on our home page as well. Mike agreed and stated he would do so.

We have started marketing the “Toybox” Hangar on a number of websites and Hope has more on the details of the hangar vacancy in her finance report.

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

Hope Reported:

June Revenue Highlights:

Overall revenues were 15% above forecast for the month. The main driver for this was fuel sales. Although June is historically a slow month, there were activities that drove sales up this month. Those were:

- The Georgia Business Aviation Association event held in the lobby brought a number of fly-in customers for static display. The food was sponsored by Precision Aviation Services. The event was well attended.
- As mentioned in the June meeting, our new jet based customer has been taking on fuel regularly.
- As far as AvGas sales, there are more flight school students than were here were last year and more recreational flyers because of the lower prices.

June Expense Highlights:

Total expenses were just over budget by 3%.

Utilities, which fluctuate, were higher than last year. There were a number of after hour call out fees paid to employees, but were recovered in miscellaneous income.

June Net Operating Income Highlights:

May's Net Income was overstated last month due to payroll being under accrued. That has been corrected. Richard confirmed with Hope that the revenue report first stated in June was not a record, to which Hope responded that was correct. June's Net Operating Income was more than double forecast, mainly due to fuel sales. Year to date, we are ahead of budget by 20%. There is an upcoming issue that will affect the budget in September. The tenant in the ToyBox will be vacating on August 31. We are marketing the hangar. Richard asked if the expiration of this lease would also lead to the expiration of the first right of refusal on the land on the south side of the field. Hope confirmed this was the case and the first right of refusal would go away with the termination of the lease.

Cash Position:

Hope reported that the cash position is down over last month mainly due to receiving a grant payment at the end of May that was paid out in the beginning of June.

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

None

VII. Executive Session

At 7:11pm Bill Flynn made a motion to enter into executive session to confer with council on a legal matter and was seconded by Skip Barnette.

Motion carried 4/0. Time 7:11pm

Bill Flynn made a motion to adjourn executive session and was seconded by Tom Fulton.

Motion Carried 4/0. Time 8:10pm

Bill Flynn made a motion to return to the public meeting and was seconded by Tom Fulton.

Motion Carried 4/0. Time 8:11pm

VIII. Adjournment

Bill Flynn made a motion to adjourn which was seconded by Skip Barnette.

Motion Carried 4/0. Time 8:12pm

Attest

Bryan LaBrecque, Member