

Peachtree City Airport Authority (PCAA)
Regular Minutes
Thursday, March 12, 2015
Aviation Center, Peachtree City-Atlanta Regional Airport
7:00 p.m.

Members Present: Bill Flynn – Vice Chairman and Treasurer, Bryan LaBrecque, Skip Barnette, Tom Fulton, Airport Manager –Hope Macaluso, A.A.E., and Airport Attorney– Doug Warner.

Not Present – Richard Whiteley - Chairman, George Harrison - Alternate (present later in the meeting)

I. CALL THE MEETING TO ORDER

Bill Flynn called the meeting to order at 7:01 p.m.

II. APPROVAL OF MINUTES

Skip Barnette made a motion to approve the February 2015 Minutes, seconded by Tom Fulton.

Motion Carried, 3/0.

Bryan LaBrecque entered the meeting after the approval of the February minutes

III. REPORTS

Airport Safety & Operations (Bryan LaBrecque)

Nothing to report at the time.

Finance & Capital Budgeting – (Bill Flynn)

None to report, deferred to Hope's report.

Tenant & Community Relations – (Tom Fulton)

Tom stated that he had attended the Fayette County Development Authority meeting and deferred to Hope for any comments on tenant relations.

Bill Flynn recognizes Mayor Fleisch in attendance

Marketing – (Skip Barnette)

Skip had nothing major to report but mentioned that since the shared hangar was full, reaching out to the owners of the Hangar closest to the terminal building be an option for storage.

Operations –Manager of Operations, (Mike Melton)

Mike reported:

GDOT rescheduled the airport inspection for a date to be determined in the near future. The tree in question by the FAA has been removed and the night restriction on the current publications was “NOTAMed” (Notice To Air Men) as not valid. The change will be reflected in the next publication cycle.

FUEL UPDATE-

Avgas was at 3,120 gallons pumped to date on a budgeted 7,111 gallons for the month.

JetA was at 12,950 gallons pumped to date on a budgeted 12,187 gallons for the month.

Mike noted that the airport had already met the budgeted JetA gallons for the month of March at only 12 days into the month.

Management had a visit with the reps from National Rental Car and it looks like their equipment and lease for space in the lobby will start mid-April. This will bring in additional revenue for rent, continued commissions and an airport access fee.

The fencing project is moving along but management had met with GDOT earlier and they are working to the needed funding to get the project moving along. We should know more about funding in the next few weeks or so.

T-Hangar waiting list has leveled out for now but we continue to receive calls from those on the list to see where they stand.

The FBO hangar is pretty much full. We could accommodate one smaller aircraft and we are in the process of signing a six month lease with a company to reserve a spot in the hangar for them, to start as soon as we have the contract back from them.

Georgia Airports Association (GAA)- Management attended a portion of the GAA Spring conference. Hope and Mike gathered lots of valuable information regarding the appraisal of the airport property and what the FAA is looking for when it comes to Lease Rates across the board at the airport. Hope will have more on this in her Finance Report.

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

Hope Reported:

February Revenue Highlights:

We sold 1,094 gallons more of AvGas than budgeted and 493 gallons more of Jet A than budgeted. Even with this, we were still under in profit on both fuels by a total of \$5,228. However, we were able to make this up in other areas making our overall revenues \$3,586 or 5.2% more than budgeted. Those areas were:

- Commercial User Fees are up. As stated last month, this is due to a through the fence agreement that we anticipated would go done, remained at the same level. We are also collecting the Additional Rents from D hangar tenants who have commercial activities, such as sub-leasing.
- FBO Hangar income has increased. We are now at a maximum in that hangar.
- Other service fees were up. Nascar traffic did not purchase much fuel, but paid for other fees such as Ramp fees, Ground Power Unit (GPU) fees, and lavatory services.
- Rental Car commission was up, but this does not include Nascar. Since the race was on March 1 and the cars were not turned until then, we will see those fees in the March numbers.
- Catering was up. This was primarily due to two aircraft owned by the same company that departed to international destinations.
- Miscellaneous income was up. This was due to after hour call-out fees, a Rotary event, and a wedding reception in the FBO lobby.

February Expense Highlights:

Expenses were slightly under budget for February. There were a couple of unusual expenses in the month:

- \$1,200 to remove trees that Mike mentioned in his report. Even with that, we came in at budget on repairs and maintenance.
- Telephone was high because of a one-time construction cost to change carriers from Cbeyond to Nulink. We have much better internet speed and a new phone system. We may have one small bill left from Cbeyond later this month.

February Net Operating Income Highlights:

Net Operating Income for the month was \$18,197, which 29.2% over forecast, bringing our year-to-date income to just 9% or \$7,775 below forecast.

Cash Position:

Hope reported that our cash position was down from the previous month, but inventory is up. She noted that we still have not been paid by the Great Georgia Air Show. There was one capitol expense in the month of \$3,704 to purchase new lobby furniture. Bryan asked why cash was down \$13,000 and why payables was up \$20,000, to which Hope responded that we had been holding back retainage from the runway overlay project from 2014. Bryan then asked how much was still owed on the old loan the airport has. Hope reported that less than \$300,000 was still owed on that loan. Bill Flynn reminded the board that the loan was an old loan that was used as an operating loan years ago.

Future Outlook:

We continue to developing a marketing plan to market all available land and buildings. We are working with Airport Business Solutions to give us Fair Market Value for ground leases and hangar rent. We expect a report back from them within 30 days.

Our engineering firm, Atkins, has given us an estimated cost for the 9-unit hangar. The estimate is around \$800,000.00. The site work is reimbursable in a future grant, but would be low on Georgia Department of Transportation's priority list. The only portion that would not be reimbursable is the building itself and slab, which is less than half of the overall costs. Hope reported that a new location for the hangars had been in the works and that our engineers were working on an estimate for the proposed site and that because of the new location site prep was expected to be much less than the previously mentioned 9 unit hangar. The new hangar location could possible accommodate up to 12 units. Bryan asked if the hangars were "T" style hangars, to which Hope responded that they were box style hangars. Hope asked the board if they would like her to proceed with new proposed hangars. Doug stated that all the new language could be incorporated into an old lease for these hangars when the time came. Tom asked if as much site prep would be need for the new proposed location but with a lower cost. Hope responded that less site prep would be needed for the new location due to the fact there was less of a grade change in the new area. Bryan asked if the hangar could be located on the current asphalt without pouring additional concrete. Chris Harman from Atkins Engineering responded that it was likely in the new proposed area that footings could be poured on the existing asphalt. This would not be as watertight but more cost effective. Chris said he would look at the cost of the footing only and make sure it would work. Hope reminded the board that the site prep if done properly could be reimbursed by the FAA (Federal Aviation Administration). Bill Flynn commented where the price stood now was way too expensive. Hope asked the board again if this was something they wanted to continue to pursue. Bryan responded that he would like to keep going to see what the project would cost.

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

None

VII. Adjournment

Skip Barnette made a motion to adjourn which was seconded by Tom Fulton.

Motion Carried 4/0. Time 7:31pm (local)

Attest

Bill Flynn, Vice-Chairman