

**Peachtree City Airport Authority (PCAA)**  
**Regular Minutes**  
**Thursday, May 8th, 2014**  
**Aviation Center, Peachtree City-Atlanta Regional Airport**  
**7:00 p.m.**

**Members Present: Richard Whiteley – Chairman, Vice-Chairman & Secretary/Treasurer  
- Bill Flynn, Bill Rial, Skip Barnette and Alternate – Tom Fulton. Airport Manager –Hope  
Macaluso, A.A.E., and Airport Attorney–Doug Warner.**

**Members Not Present: Bryan LaBrecque**

**I. CALL THE MEETING TO ORDER**

Richard Whiteley called the meeting to order at 7:01 p.m.

**II. APPROVAL OF MINUTES**

Bill Flynn made a motion to approve the April 2014 Minutes, seconded by Skip Barnette.

Motion Carried, 4/0.

**III. REPORTS**

**Airport Safety & Operations - Bryan LaBrecque**

Not present

**Finance & Capital Budgeting - Bill Flynn**

Bill Flynn noted that overall it was a great month and that Hope would report on the details of the month later in the meeting. Skip also commented that it was a great month and had attended the previous finance meeting.

**Tenant & Community Relations - Bill Rial**

Bill Rial reminded the board of the upcoming RV Fly In event and wanted to let the board know safety was of top priority during the event. He also commented that the airport was looking great with the new mulch and landscaping. Bill also commented about seeing increased jet traffic and wanted to recognize the same.

**Marketing – Skip Barnette**

Skip commented that he was looking forward to seeing some of the data extracted from the Flight Aware report and how the airport could use the data moving forward.

## **Operations –Manager of Operations, Mike Melton**

STAFF – Mike noted that David, one of our linemen, will be leaving us at the end of May to pursue another job opportunity. Also that all employee reviews have been completed for the mid-year reviews.

AIRSHOW – Hope and Mike are planning to meet with airshow folks as soon as they are available.

OVERLAY – Management will be meeting with CW Matthews next week to discuss project and should know more by the end of next week on timing and any other updates. Hope noted the closure and project would begin June 2<sup>nd</sup> 2014 and the contractors asked for 3 weather days if needed.

FUEL UPDATE- The airport pumped almost 2,000 gallons just today day in Jet A fuel sales.

EVENTS- Mike commented that the Precision Air Services event was a success with plenty of helicopter traffic and other aircraft. WWII Heritage Days was a great event with good weather and one of their largest hangar dances to date. The RV Fly In is this coming weekend.

Fayette County Development Authority- Hope and Mike met with Maggie Laton, one of their new board members, to show her around and tell her a little more about the airport. Management plans to meet the other board members and coordinate tours with them as well.

Gulfstream 2 Aircraft Storage. Two separate individuals have taken a look at the aircraft for potential purchase but as of right now we are not aware that any offers have been made. The current owner still owes airport over \$13,000 and management has recently considered started charging the current owners an access fee each time we show the aircraft (\$150) as this takes up a considerable amount of time and staff. Hope stated that it may be time to satisfy the storage lean and that Doug was handling the situation. Doug commented that it may be time to take to the courthouse steps to sell. Bill Rial suggested setting a timeline. Doug commented that there had been lots of promises so far but no delivery and the best situation was for someone to buy the aircraft. Richard stated it was in our best interest for the seller to sell. Bill Rial asked if the buyer would have to pay the storage fees to which Doug responded the owners knew that was the case.

Mike commented that the red mulch our employees laid out was a great improvement. It was a much needed replacement to the older pine straw. Mike also mentioned the Hangar

Fire System test to be completed during the month probably run around \$1,400 or so, will find out more next week.

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

Hope began by reviewing the month's Revenue Highlights. She noted there continues to be a T hangar waiting list and continued strong Jet A fuel sales.

April Revenue Highlights:

Revenue for the month of March exceeded budget 13.6% at \$78,871.

The primary drivers in April were:

- We continue to exceed budget in both T-Hangar Revenues and Jet Fuel Sales. T-Hangar Revenues are 25% over budget and Jet Fuel Profits were 26% over plan.
- Commercial User Fees exceeded budget by 52% due to the additional rent collected from certain hangar owners. Just under \$3400 was collected in April. More has been collected in the month of May for a total of just under \$6000 in Additional Rent. Bill Rial asked for Hope to confirm the additional rent went back only 4 years to which Hope responded she did. Skip suggested moving the additional rent into a separate line item in the financials to more easily track. Richard complimented Hope for successfully collecting on the additional rent.
- Office rent is up \$1111 or 38% due to the additional office space leased in the FBO hangar.

April Expense Highlights:

For the month of April, overall expenses fell just below budget by .5%.

- Management continues to watch spending very closely.

April Net Operating Income Highlights:

Net Operating Income for the month was \$19,963, which was \$10,224 over forecast.

Cash Position:

Hope reported that the cash position was up from the previous month by just over \$60,000. However, at the end of the month, there were two outstanding loads of fuel that we had just received invoices for and just over \$31,000 of that is grant money on which an invoice is owed. Accounts payable was \$100,000 and we were sitting on \$84,000 in inventory. There were two capital expenses in the month. The first was \$2,142 for the

repairs to get the new leased space ready in the FBO hangar offices. The second was \$733 for new stools in the FBO lobby.

#### First 7 months Recap

Our Net Operating Income at is at 92.3% of the total annual budgeted income 53.8% of the way through the year. Richard asked if the flight school had occupied the requested space, to which Hope confirmed that they had.

#### **V. OLD AGENDA ITEMS**

None

#### **VI. NEW AGENDA ITEMS**

##### **14-05-01 Consider Intergovernmental Agreement with the Fayette County Development Authority**

After a short discussion the board decided to table the agenda item.

Bill Flynn made a motion to table the consideration of the Intergovernmental Agreement. Skip Barnette seconded the motion.

Motion to table carried 4/0

##### **14-05-02 Consider Tree Removal by The Great Georgia Airshow for Parking Along Echo Court**

Jaime Greiner representing The Great Georgia Airshow stated that the intent was to clear and improve the maximum amount of land for parking in Area B, in accordance with any future plans for the area by the Airport Authority. The plan is to work with a sponsor at no cost to the airport. Bill Rial commented that someday the clearing would have to be completed and it could be a good time to complete this. Bill also mentioned he would like to see an artist rendering of the area. Hope responded that she could most likely obtain a rendering from the airport engineers. Doug asked if there were any trees notated in the current drawing of that area. Bill Flynn stated he would like to see the airshow or contractor pull the appropriate permits and grass the area with a written agreement stating the airport would not be responsible for any payment. Richard said he would like a little more detail on the matter but may not be opposed to it if all was in the airport's favor. Hope asked when the airshow would have something firm from a sponsor. Jaime estimated one to two weeks and reminded the board they planned to leave it in better condition that they started. Peachtree City Mayor Vanessa Fleisch asked how much land and parking spots would they gain? Jaime estimated between 400 and 600 parking spots. Hope reminded the board it was a total of around 20 acres. Bill Rial stated it would be best to see drawing before considering to agree. Hope reminded the board the clearing

according the Airport Layout Plan which was approved by the board previously. Bill Rial stated he would like to see drawing and consult an expert before making a decision.

Bill Flynn made a motion to table the consideration of the Tree Removal by The Great Georgia Airshow for Parking Along Echo Court. Bill Rial seconded the motion.

Motion to table carried 4/0

## **VII. Adjournment**

Bill Flynn made a motion to adjourn the meeting which was seconded by Bill Rial.

Motion Carried 4/0. Time 7:39pm (local)

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Attest

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Richard Whiteley, Chairman