

PEACHTREE CITY AIRPORT AUTHORITY MINUTES OF MEETING

January 14, 2004

The January meeting of the Peachtree City Airport Authority was held at the Aviation Center, Peachtree City-Falcon Field Airport, on January 14, 2004, at 7:00 p.m.

Those present were Chairman Catherine M. Nelmes; Members Jerry R. Cobb, Douglas A. Fisher, Matt M. Davis, and James E. Toombs; Assistant Manager Andrew Bolton; and Authority Attorney Douglas B. Warner.

I. ANNOUNCEMENTS

Mr. Mike Gunn announced to the Authority that he was ready to begin the second phase of hangar area A as soon as the federal funding was available. He stated that he had several potential clients ready for hangars in that area.

Mr. Davis reported on the progress of the Search Committee in finding a new airport manager. He stated that Mr. Vern Darley was extremely helpful and the current progress could not have been made without his participation.

Chairman Nelmes announced that the March edition of the Autopilot magazine would feature Falcon Field Airport. She sought approval to purchase an advertisement page printed with the article. The cost would be \$1,500. After a brief discussion it was determined that although purchasing the ad would be beneficial, given the current financial situation, it would not be prudent to pursue it at this time.

Chairman Nelmes reported on the progress of Aviation Way, formerly Stallings Road. She stated that by January 16th 2004 all the utilities would be buried, and that paving of the road would begin in April.

Mr. Toombs reported on the status of the Aviation Center roof repairs. After meeting with representatives from Tip Top Waterproofing early in the week he had received notification of their intent to begin repair work on January 14th. They expect completion of the project by the end of February.

II. APPROVAL OF MINUTES

A motion was made by Mr. Davis and seconded by Mr. Cobb to approve the minutes of the December 8, 2003, Regular Meeting as presented. The motion passed unanimously. A motion was made by Mr. Davis and seconded by Mr. Cobb to approve the minutes of the January 6, 2004 Special Called Meeting as presented. The motion passed unanimously.

III. REPORTS

AIRPORT REPORT January 14, 2004

1. **Hangar Area B Construction/News.** Legacy Aviation (Lot B3) has broken ground, and is in the beginning phases of construction. They are already actively seeking future tenants.
Gardner Aviation began operating just after the Christmas holiday. We are already seeing an impact on our fuel sales, as well as an increase in taxing directions to them.
2. **Aviation Center roof repairs.** Jim Toombs and Jerry Cobb are spearheading this project. After conducting a meeting with Tip Top Waterproofing on Monday, a start date for the 1st phase of waterproofing the exterior walls is scheduled to start Thursday, January 14.
3. **Aircraft Spruce East Construction.** Continues. New best estimate for completion is March 2004.
4. **Departures.** In the past 3 days we have been given notice of the departure of 2 employees. Mr. John Weaver has left to take a job as a contractor with the US Army in the telecommunications field. Mr. Chris Primrose has also given notice that in late January he will depart for a Flight Operation Managers position at a PDK flight school. Both gentlemen have been with us for several years, and have been assets to the operation. Both will be missed.

IV. FINANCIAL REVIEW

Mr. Bolton gave a brief review of the financial information for December. Jet fuel sales were very close to budget. True to form we once again experienced a slow down in corporate travel close to the holidays. AvGas sales were up again for the fourth month in a row, with over \$10,000 more in income than budgeted.

Expenses were \$65,418 versus a budgeted \$66,819. There was no hotel/motel distribution for December. Net income was computed at a negative \$18,768 versus a budgeted negative \$9,357. Cash flow for December was estimated to be a negative \$28,643 versus a budgeted negative \$17,690.

The Capitol/Reserve ending balance for December was \$171,857, up \$24 in interest.

The Grant Fund Account balance was essentially unchanged at \$2,146 after receiving \$1 in interest.

V. OLD AGENDA ITEMS

03-12-04 Review and consider Authority actions regarding the possible zoning of the Stevens/Black property on South Highway 74, that lies near the final approach course to Runway 31 at Falcon Field.

Chairman Nelmes reported to the Authority members and gathered assembly, that the City Council had failed to lift the moratorium on new development for that area. She stated she would like to see a position paper brought before the Authority for a formal vote. Mr. Fisher suggested that the Authority contact AOPA as a resource for guidance in handling such issues. No formal action was taken.

VI. NEW AGENDA ITEMS

04-01-01 Elect Chairman and Secretary/Treasurer

Chairman Nelmes explained that the final selection for Authority Member had not been made by City Council as of this date. Mr. Fisher nominated Mr. Cobb for Chairman, giving the explanation that this was Mr. Cobb's final year on the Authority, and deserved a chance at leadership. There was no second however. Mr. Toombs was of the opinion that should a new individual be selected to serve on the Authority, he or she should have the opportunity to vote on the leadership. Mr. Davis made a motion and was seconded by Mr. Toombs that the election of officers be tabled until the February meeting. The motion passed 3 votes to 2, with Chairman Nelmes, Mr. Davis and Mr. Toombs voting in the affirmative, Mr. Fisher and Mr. Cobb voting in the negative.

04-01-02 Hear presentation from Chippewa Aerospace regarding the purchase of the Hunting facility and their desire to operate the FBO.

Ms. Julie Stanley of Chippewa Aerospace gave a brief presentation to the Authority of their business mission, and desire to manage FBO services once they had located to Peachtree City. Chippewa Aerospace currently provides avionics integration on regional jets, including Skywest, Atlantic Southeast Airlines, and Atlantic Coast Airlines as some of their customers. Their current business plan would bring an approximate 60 jobs to the field and would retain the current FBO employees. After considerable discussion with questions from the Authority and input from the assembly, the presentation was concluded.

Chairman Nelmes thanked Ms. Stanley and Mr. Myers for the presentation and their patience in answering the many questions. She expressed her hope that no negativity was perceived on Chippewa's behalf.

Mr. Toombs stated that he too was appreciative and aware of the time Chippewa had spent in preparing their presentation. He hoped that in turn Chippewa would understand that such a philosophical question could not be answered in a rush to judgement. He suggested that the Authority meet in the next 15 days to discuss the philosophical question of the Authority continuing to manage FBO services or to request for bids on privatizing.

Chairman Nelmes agreed to call a meeting in two to three weeks for discussion of the question. She stated that any relinquishment of the FBO management would be done as a bid proposal and should contain provisions regarding retention of current employees, and expectation of service levels. She again thanked Chippewa for their time. No action was required and the item was considered satisfied.

04-01-03 Consider budget modifications reflecting interim duties while transitioning to new management.

Chairman Nelmes stated that this agenda item would be discussed later in the Executive Session since it contained matters concerning employee compensation and appointment.

04-01-04 Discuss Peachtree City's request for easements for construction of the TDK Boulevard extension.

Chairman Nelmes began discussion, stating that she had contacted Wilbur Smith and had asked them to review the easement documents to look for any negative impact to the airport the road or construction may cause. She also reported that Wilbur Smith had offered to do this study at no charge to the Airport Authority. Mr. Fisher moved to authorize the Chairman to sign the necessary easements and related documents after Wilbur Smith and Warner Law Firm had reviewed and deemed them to have no negative impact to the airport and operation. Mr. Davis further amended that the changes be approved by the signing of a FAA representative on a 7460 document. The motion was seconded by Mr. Toombs and passed unanimously.

04-01-05 Discuss schematic layouts and alternatives for new Hangar Area B.

A draft copy of the general layout for the new Hangar Area B was presented for review and discussion. Chairman Nelmes pointed out that this layout was purely a starting point to begin discussion.

Mr. Toombs stated that it was his belief that a 60X60 hangar is unusable by most potential tenants. Mr. Davis concurred with Mr. Toombs and suggested that the 60X60 hangar sites be replaced with fewer but more useful 80X80 sites.

Mr. Cobb, noting the lack of audience attendance, suggested that the Authority should try and expose the plan to the local tenants and allow for their input. Mr. Toombs agreed and suggested that the local tenants be informed of the next discussion on Hangar Area B by regular mail and email notices. No other action was taken and the item was considered satisfied.

04-01-03 Consider budget modifications reflecting interim duties while transitioning to new management.

Mr. Davis stated he would like to see the budget line item 4051 Hotel/Motel distribution, deleted from the budget for the remaining 6 month period, while no distribution is expected.

Additionally, he stated he would also like to delete the transfer of \$8,333 per month for the same time period, since the transfer was predicated on the distribution of the tax revenue.

Mr. Cobb added that he would also like to see a line added showing the estimated hotel/motel distribution and show it as accounts not received, and showing it due at the end of the 6 month period.

Mr. Fisher then made a motion that was seconded by Mr. Davis to move into Executive Session to discuss personnel issues and items protected by attorney-client privilege. The motion passed unanimously.

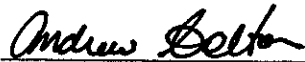
VII. EXECUTIVE SESSION

Chairman Nelmes called for a 5 minute break before convening in Executive Session. The Session began at 10:10 pm. After concluding Executive Session discussions the members returned to the open meeting at 11:15 pm. A motion was made by Chairman Nelmes and seconded by Mr. Davis to appoint Mr. Andrew Bolton as Acting Airport Manager of Peachtree City-Falcon Field Airport for a minimum of 60 days beginning January 1, 2004 and to adopt the proposed payroll adjustments necessitated by the appointment. The motion further directs the removal of the Hotel/Motel tax payment amount of \$10,000 from Peachtree City from the FY04 Budget, Oct-Sept, approved 9-13-03 and revised 1-03-04 for a period of 6 months beginning 31 Dec 03. An informational account will be established to track the accrual of Hotel/Motel tax funds being with held by Peachtree City. After a period of 6 months, the withheld funds will be added back to the operating budget in a lump sum. A transfer of \$8333.00 from the general fund to the reserve fund will be suspended for 6 months beginning 1 Jan 2004.

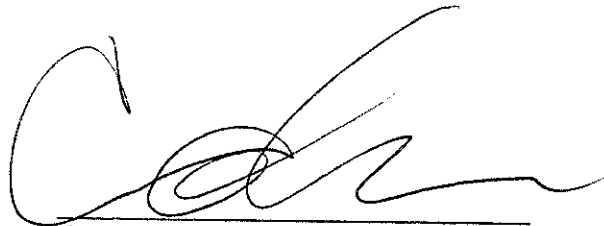
The motion passed unanimously.

A motion to adjourn by Chairman Nelmes, and seconded by Mr. Davis. The motion passed 5-0.

Meeting adjourned at 1145 P.M.



Attested by:



Catherine M. Nelmes, Chairman

PEACHTREE CITY AIRPORT AUTHORITY

EXECUTIVE SESSION AFFIDAVIT

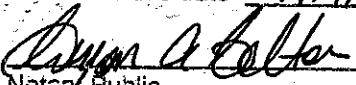
The undersigned hereby states under oath, in the presence of a notary public, as subscribed below, that the undersigned presided over a meeting of the Peachtree City Airport Authority, in the capacity set forth below, on the meeting date set forth below.

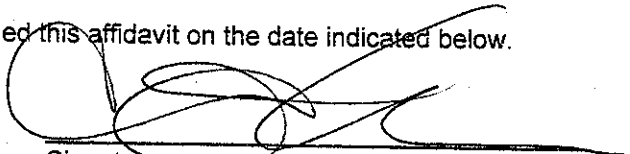
A portion of this meeting was held in executive session and closed to the public, pursuant to motion duly made, seconded and passed by the Authority. The closed portion of such meeting, held in executive session, was devoted to matters within the exceptions provided by law, specifically as initialed below:

- Discussing matters protected by the attorney-client privilege. O.C.G.A. §50-14-2(1).
- Discussing the future acquisition of real estate. O.C.G.A. §50-14-3(4).
- Discussing or deliberating the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee. O.C.G.A. §50-14-3(6).

The closed portion of the meeting was held in compliance with the law, based upon the advice of legal counsel for the Authority, and based upon observation of all members present.

In witness whereof, the undersigned has signed this affidavit on the date indicated below.

Sworn to and subscribed
before me this date: 1/14/04

Notary Public



Signature


CHAIRMAN
Capacity

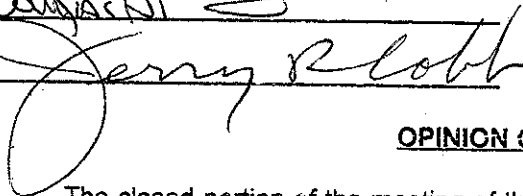
Date of meeting: 1/14/04

CONCURRENCE OF AUTHORITY MEMBERS

The undersigned confirm that the statements contained in the above affidavit are true and correct.

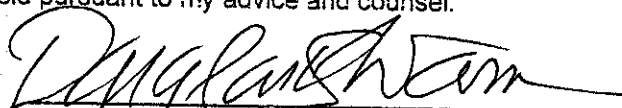






OPINION OF LEGAL COUNSEL

The closed portion of the meeting of the Peachtree City Airport Authority referenced in the above affidavit was appropriate under Georgia law and was held pursuant to my advice and counsel.


Legal Counsel

PEACHTREE CITY AIRPORT AUTHORITY

RECORD OF ATTENDANCE AS OF:

January 31, 2003

Members	Regular Meetings Last 12 Months	Meetings Attended	Regular Attendance %	Special Called Meetings Last 12 Months	Special Called Meetings Attended	Total Attendance %
Jerry R. Cobb	12	12	100%	8	8	100%
Matt M. Davis *	12	12	100%	8	8	100%
Douglas A. Fisher	12	12	100%	8	8	100%
Catherine M. Nelmes	12	12	100%	8	8	100%
James E. Toombs *	12	11	92%	8	8	95%

Members	Dates Absent	Type
Jerry R. Cobb		
Matt M. Davis		
Douglas A. Fisher		
Catherine M. Nelmes		
James E. Toombs	11/12/03	Regular

Meeting Dates	Type
1/06/04	Workshop
1/14/03	Regular
2/12/03	Regular
2/26/03	Special
3/12/03	Regular
4/16/03	Regular
4/28/03	Workshop
5/05/03	Workshop
5/14/03	Regular
6/11/03	Regular
6/16/03	Special
7/16/03	Regular
7/31/03	Workshop
8/13/03	Regular
9/14/03	Special
9/15/03	Regular
10/06/03	Special
10/15/03	Regular
11/12/03	Regular
12/11/02	Regular