

# PEACHTREE CITY AIRPORT AUTHORITY MINUTES OF MEETING

February 11, 2004

The February meeting of the Peachtree City Airport Authority was held at the Aviation Center, Peachtree City-Falcon Field Airport, on February 11, 2003, at 7:00 p.m.

Those present were Chairman Catherine M. Nelmes; Members Jerry R. Cobb, Douglas A. Fisher, Matt M. Davis, and Rick Mendenhall; Interim Airport Manager Andrew Bolton; and Authority Attorney Douglas B. Warner.

## I. ANNOUNCEMENTS

Chairman Nelmes announced that if no one objected, the Authority would be reviewing Agenda item 04-02-05 after item 04-02-02 in order to allow Mr. Bryce Roth of the Commemorative Air Force to meet other requirements. She also introduced Mr. Rick Mendenhall as a new Authority member and welcomed him to the Authority.

Mr. Cobb announced the dates of the Great Georgia Airshow have been changed from the first weekend after Labor Day to October 9 and 10, for 2004.

## II. APPROVAL OF MINUTES

A motion was made by Mr. Cobb and seconded by Mr. Fisher to approve the minutes of the January 14, 2004 Regular Meeting as presented. The motion passed 4 to 0 with Mr. Mendenhall abstaining.

A motion was made by Mr. Davis and seconded by Mr. Cobb to approve the minutes of the February 2, 2004 Special Called Meeting as presented. The motion passed 4 to 0 with Mr. Mendenhall abstaining.

## III. REPORTS

### AIRPORT MANAGER'S REPORT

February 11, 2004

1. **Hangar Area B Construction/News.** Legacy Aviation (Lot B3) continues on a good pace but has been hampered by recent rain. They hope to be complete by late April.

2. **Aviation Center roof repairs.** I met with a site supervisor this morning. He expects delivery of materials to begin the actual roofing phase by the end of this week with repairs beginning the end of this week or first of next week, with the familiar caveat "depending on the weather".
3. **Aircraft Spruce East Construction.** Continues. New best estimate for completion is late March 2004.
4. **New Faces.** We have new fresh and friendly faces working at the FBO. We have 2 Customer Service Desk folks on board. Dana Parry has returned to help us out during the week and Hannah Peavy is a new employee covering weekends and Monday mornings. Rich Gardner and Chris Charaf are the 2 new faces on the line. Mr. Gardner is helping us out during the weekday mornings and Chris will be covering nights and weekends. Please introduce yourself to them if you have not already done so.
5. **Airport Tours.** Several scout groups have taken advantage of the airport tour programs in the last several days. We have conducted 2 tours the last week of January and have one scheduled for Friday. The tour group gets an in depth look at FBO operations, the operation and cockpit of a single engine plane and up close and personal interaction with our F-16. The young men seem to learn and have fun while doing so.
6. **Plane Wash.** The Georgia State chapter of Alpha Eta Rho Aviation Fraternity will be holding an airplane wash on Saturday February 21, 2004 from 9:00-5:00pm. The wash is free and available to all aircraft. They are only seeking donations for their effort. A back up day is scheduled in the event of rain for Sunday February 22, 2004.

#### IV. FINANCIAL REVIEW

January's jet fuel sales were better than budgeted. An increase of almost \$7,000 in jet sales was achieved. AvGas sales were up again for the fifth month in a row, with over \$6,500 more in income than budgeted.

Expenses were \$86,752 versus a budgeted \$44,634. There was no hotel/motel distribution for January. Net income was computed at a negative \$35,684 versus a budgeted \$2,320. Cash flow for January was estimated to be a negative \$24,797 versus a budgeted \$5,933.

The Capitol/Reserve ending balance for January was \$127,812, down \$44,071, the difference being dispersements in the amount of \$44,092. The dispersements being, the loan payment and Jim Savage's contract fulfillment. The account received \$21 in interest.

The Grant Fund Account balance was essentially unchanged at \$2,146.

## V. OLD AGENDA ITEMS

### 04-01-01 Elect Chairman and Secretary/Treasurer

Chairman Nelmes questioned the Authority members if the selection of officers should wait until after the hiring of the new Airport Manager. After general discussion it was decided to proceed with the selection of officers.

Mr. Fisher nominated Mr. Cobb for Chairman. He believed that there should be a rotation of members through the officer's position for numerous reasons, chiefly to avoid the appearance of it being "one persons Authority". He also believed that since Mr. Cobb had served the Authority for many years, and being fully qualified to do, he should have the opportunity at leadership. The nomination was seconded by Mr. Mendenhall.

Mr. Davis asked for the opportunity to question Mr. Cobb. Mr. Davis inquired of Mr. Cobb "What items do you wish to accomplish and why would you need to be Chairman to accomplish them?" Mr. Cobb replied that the Chairman is the face of the Authority, and his only agenda was the betterment of the airport. He stated that he was retired and could concentrate fully on the task. He also stated that he had no resume' to enhance with his appointment, and that he was participating strictly for community service.

Mr. Davis asked Mr. Cobb what he believed was the role of the Chairman in day to day operations of the airport. Mr. Cobb replied that the duties of the Chairman change as the transition dictates.

Mr. Davis questioned about Mr. Cobb's vision and requirements of the Chairman. Mr. Cobb replied that it was his belief that the Chairman would play to the strengths of each individual Authority member. He believed the Authority acts as a committee with the Chairman as a guide.

Mr. Davis inquired about the office space Mr. Cobb used at the airport without a lease agreement or payment. Mr. Cobb replied that the office was for the Director of The Great Georgia Airshow, and had been a contribution by the Airport Authority to the Airshow.

The Chairman then called a vote on the nomination of Mr. Cobb, resulting in a 2 votes to 2 votes tie. Mr. Fisher and Mr. Cobb voting for and Chairman Nelmes and Mr. Davis voting against. Mr. Mendenhall abstained.

Mr. Davis then nominated Chairman Nelmes to be reappointed as Chairman. The nomination was seconded by Mr. Fisher.

Mr. Davis also questioned Chairman Nelmes, asking as Chairman what type of agendas did she have. Chairman Nelmes stated that her direction would be to finish the visioning session the Authority had begun in June and to bring new business to the airport.

After the questioning, Authority Attorney Mr. Warner explained that there were now two nominees for Chairman and that there should be a vote between the two. The voting

proceeded for Chairman Nelmes to be reappointed resulting in a 3 to 2 vote with Chairman Nelmes, Mr. Davis and Mr. Mendenhall voting in favor and Mr. Fisher and Mr. Cobb voting against.

Mr. Davis nominated Mr. Cobb to be reappointed as Secretary/Treasurer. Mr. Cobb declined reappointment to allow different members of the Authority the opportunity to serve in the office. Mr. Cobb then nominated Mr. Fisher to be Secretary/Treasurer. The motion was seconded by Mr. Davis. Mr. Fisher was concerned about the duties due to his travel requirements but was encouraged by other members offering to share the duties if he were unavailable. The motion passed 4 to 0 with Mr. Fisher abstaining.

**04-01-03 Discuss Peachtree City's request for easements for construction of the TDK Boulevard extension.**

Chairman Nelmes explained that the Authority is still in the coordination process with the FAA for the easements and expected to have the issue resolved within 30 days. No official action was taken.

**VI. NEW AGENDA ITEMS**

**04-02-02 Consider options on exercising right of first refusal on the sale of hangars D-28 through D-30.**

Chairman Nelmes briefed the Authority members that only hangars D-29 and D-30 had offers and recommended modifying discussion to just those two. She also suggested that the Authority exercise the right to decline the purchase of the hangars.

Mr. Fisher made a motion and was seconded by Mr. Davis to exercise the right of first refusal and decline to purchase Hangars D-29 and D-30. The motion passed 4 votes to 0 with Mr. Cobb abstaining for reasons of owning a hangar in the same area.

**04-02-05 Discuss approval for the Commemorative Air Force's World War II Day.**

Mr. Bryce Roth was recognized to brief the Authority regarding a World War II Day hosted by the Commemorative Air Force. Mr. Roth explained that the CAF would like to use some of the airport grounds on April 3, 2004 to conduct activities related to World War II Day. The event is targeted as a free and open to the public event, showcasing CAF aircraft and their facilities as well as giving a living history lesson. Mr. Roth explained that the goals for World War II Day were 3,500 in attendance and 15-20 World War II aircraft for display. He explained that no funding would be required from the Authority, simply support in use of the airport for the day and perhaps a fuel discount for participating aircraft similar to the discount given to the Great Georgia Airshow.

Mr. Fisher suggested, given his expertise in similar events and close ties with the Commemorative Air Force, that Mr. Cobb be appointed a liaison between the Authority and CAF.

Mr. Cobb made a motion and was seconded by Mr. Davis to support the Commemorative Air Force's World War II Day as a no cost venture and to offer a .20 cents/gallon discount to participating aircraft. The motion passed unanimously.

**04-02-03 Discuss funding and installation of phone and fiber optic ready conduit for Hangar Area B.**

An initial proposal of approximately \$10,000 from Bellsouth was received to provide the boring and trenching needed for phone and internet service to Hangar Area B. It was discovered that conduit had not been placed under the taxi lanes contrary to the specifications. After discussion it was decided to ask Wilbur Smith and Associates to bear some of the cost of trenching and boring.

Mr. Fisher made a motion, and was seconded by Mr. Davis to authorize the Chairman to execute the documents necessary to complete the installation of phone and fiber optic conduit for Hangar Area B, and authorize expenditures not to exceed \$9,400. The motion passed unanimously.

**04-02-04 Discuss a supplement payment to Wilbur Smith and Associates for engineering services related to Aviation Way.**

Chairman Nelmes explained that in researching past documents, the payment had been already agreed to by Supplemental Agreement Number 17. No further action was required.

**04-02-06 Discuss Peachtree City Airport Authority's insurance needs.**

Mr. Fisher explained that in his research he discovered documents from November of 1992, where the Authority indemnifies the members and employees. It was eventually cancelled when the premiums of the associated insurance amounted to roughly \$10,000 a year. He also found a letter from the City stating that the Authority was covered under the City's policy. In recent conversations with the City, Mr. Fisher was told that the letter was not legal or binding.

Chairman Nelmes directed the Authority's Attorney, Mr. Warner, to research the issue. She also suggested that the item be tabled until the March meeting. Mr. Fisher made a motion to table the issue until the March 10, 2004 meeting. The motion was seconded by Mr. Davis, and passed unanimously.

**04-02-07 Discuss funding and improvements to the Blimp Hangar and restroom facilities rented by the Peachtree Flight Center.**

Mr. Dan Waters, President of Peachtree Flight Center was unable to attend the meeting, sending instead, a memo of the expected scope of work and cost of needed improvements to their business rental space. The memo will be made part of these minutes.

After initial discussion of the improvements and the associated cost estimates, Mr. Fisher asked could the projects be funded similarly to the previous awning project, splitting the costs with the tenant and then adding the amount to their monthly lease payments.

Mr. Davis agreed stating that similarly to Gardner Aviation, cooperation could be construed as a business incentive for Peachtree Flight Center. He suggested the airport cover the cost upfront, adding the amount to their monthly lease payments after a six months deferment.

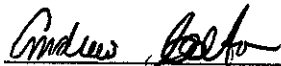
Mr. Fisher made a motion and was seconded by Mr. Davis to authorize the Chairman to spend \$1,370 of the total \$2,740 requested to make the improvements by Peachtree Flight Center. The motion passed unanimously.

At 8:15 Mr. Fisher made a motion, and was seconded by Mr. Davis to move to Executive Session, in order to consider personnel issues related to selection of a new Airport Manager and to discuss issues protected by attorney-client privilege.

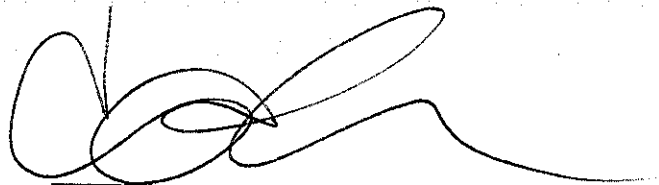
## VII. EXECUTIVE SESSION

After ending discussions in Executive Session, Mr. Fisher made a motion to return to the Open Session. The motion was seconded by Mr. Cobb, and passed unanimously.

Once in Open Session, Mr. Cobb made a motion to adjourn. The motion was seconded by Mr. Davis. The motion passed unanimously. The meeting adjourned at 10:30pm.



Attested by:



Catherine M. Nelmes, Chairman

**PEACHTREE CITY AIRPORT AUTHORITY**

**EXECUTIVE SESSION AFFIDAVIT**

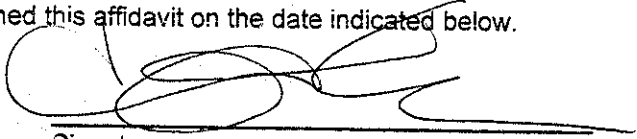
The undersigned hereby states under oath, in the presence of a notary public, as subscribed below, that the undersigned presided over a meeting of the Peachtree City Airport Authority, in the capacity set forth below, on the meeting date set forth below.

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:

- CW  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).
- CW  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.



Signature

Chairman

Capacity

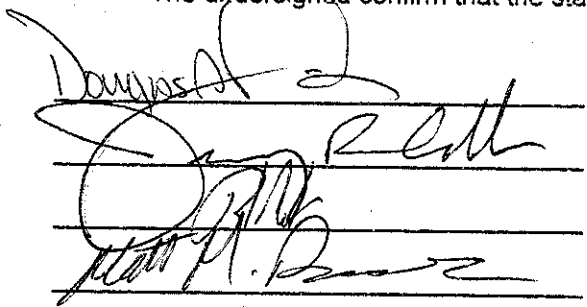
Date of meeting: 2-11-04

Sworn to and subscribed before me this date: 2-11-04

  
Notary Public

**CONCURRENCE OF AUTHORITY MEMBERS**

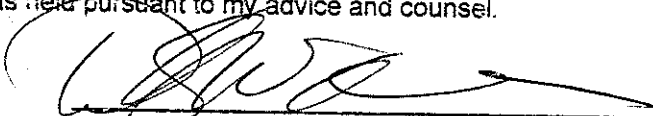
The undersigned confirm that the statements contained in the above affidavit are true and correct.



\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**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