

**PEACHTREE CITY AIRPORT AUTHORITY  
MINUTES OF MEETING**

**February 14, 2001**

The February meeting of the Peachtree City Airport Authority, was held at the Aviation Center, Peachtree City-Falcon Field Airport, on February 14, 2001, at 7:00 p.m.

Those present were Authority Chairman David M. Good; Secretary/Treasurer H.E. Buffington; Members: Catherine M. Nelmes, Jerry R. Cobb, and Douglas A. Fisher; Airport Manager James H. Savage and Authority Attorney Douglas B. Warner.

**I. ANNOUNCEMENTS**

None.

**II. APPROVAL OF MINUTES**

A motion to approve the minutes of the January 10, 2001, meeting as presented was made by Ms. Nelmes and seconded by Mr. Fisher.

The motion passed unanimously.

**III. REPORTS**

Mr. Savage gave the following report:

**AIRPORT MANAGER'S REPORT**

**February 14, 2001**

1. Ms. Nelmes and I attended the FAA's Annual Communication Conference during the last week of January. As with past years, there were few revelations of major changes in the way the FAA conducts business, but they did discuss the "Air 21" bill which contains the multi-year funding of the Airport Improvement Program.

As I have stated in the past, the information presented during the conference is usually informative, but the real reason for attending is to meet with the various individuals within the FAA that we must work with to develop our airport improvement projects, in an informal and relaxed atmosphere.

We are on the list for a GPS precision approach, however we may wish to seek Congressional support for an FAA funded ILS, since no firm date has been set

for when precision GPS approaches will be implemented, nor what ground based equipment (in any) will be required for such implementation.

Considerable discussion was held regarding how airports of our size will be able to achieve the FAA's drive to enhance runway safety areas. This is a very important program within the FAA, but they recognize that the cost of attaining the required areas can be cost prohibitive. They assured us that they would look favorably upon methods other than "declared distances" to achieve these goals if those methods are financially feasible. This is especially true if reducing the usable length of the runway to achieve the 1,000 foot overruns would result in a runway length that would prohibit its use by aircraft already using the airport.

To that end, Ms. Nelmes and I have been working with Wilbur Smith and Associates to develop a technical paper to address this issue, which will be submitted to the FAA in conjunction with our Master Plan Update, to outline our ideas on how to improve our runway safety areas.

We are still expecting a "tentative allocation" letter any day confirming FAA funding for Phase III of the Hangar Area "B" project. Tied to that project is the construction of the taxiways to Mr. Stan Smith's leased property for construction of his four hangars in Hangar Area "A". The Airports District Office says that they are awaiting a Congressional announcement of the release of funds before they can authorize projects. They hope that the release will come this month.

2. We had a piece of door trim on T-hangar T-4 fall off and strike the aircraft hangared there. Over the years since we moved the old T-hangar to its current location, we have modified all but two doors to eliminate this potential problem. Unfortunately, this bay was not one of those modified.

Mr. Freie, our maintenance technician, has been requested to check all remaining doors and verify that the modifications have been made, or to correct those that have not, to prevent further aircraft damage. The cost of repairing the aircraft will be approximately \$400.

3. Mr. Good and I completed several upgrades to our computer system following the warranty replacement of the hard drive in Mr. Bolton's new computer. Since Mr. Bolton and Ms. Thornton are both working on the Service Desk several days each week, a service upgrade to the Windows 2000 operating system with Office 2000 software on all computers, will allow them to work from any station in the office with the same speed and efficiency.

We also added a new piece of software that will allow us to track IFR aircraft into and out of the airport, so that we can provide better customer service and schedule manpower tasks on a real-time basis.

4. The annual Short Wing Piper Club/ Peachtree City Airport Authority chili cook-off was held on Saturday, January 13. Over 50 people flew in or drove in for the event. While not as big as we have experienced in past years, the chili was good, the conversation was better and a good time was had by all.

As with past years, we again failed to pick a winning receipt, but several people said they really liked my chili the best. Of course that was said just prior to our door prize drawing, which I held. Do you suppose there was some connection?

5. Mr. Leo Giles' T-hangar "C" is under construction. Steel was delivered last Sunday and it is already "growing" out of the ground. They are using the same building manufacturer that we used in 1996 and the same building erecting company. Mr. Charlie Clermont, the contractor, hopes to have the building completed within three weeks, weather permitting. He built our hangar in 14 days.
6. And in closing on a sad note, Col. Tom Barnes, Wing Leader of the Dixie Wing of the Confederate Air Force, has been hospitalized for a minimum of four weeks to undergo treatment for Acute Lymphocytic Leukemia at Northside Hospital in Atlanta. Because he is in a sterile room to help prevent secondary infections, he cannot have flowers or visitors at the moment, but cards and letters are permitted and welcomed.

Correspondence may be sent to his home at:

Col. Tom Barnes  
842 Farley Mill Road  
Marietta, GA 30067-5172

#### IV. FINANCIAL REVIEW

Mr. Savage presented the financial report for the month of January, offering a brief explanation of actual expense versus the monthly budgeted amounts. Lower Jet A fuel sales were somewhat offset by higher than expect AvGas sales, which combined to a gross profit of \$1,156 less than expected. Actual expenses were \$3,336 less than budgeted however, therefore net income for the period was actually \$2,180 better than forecast.

Net cash flow for the month was calculated to be a negative \$12,300 versus the budgeted amount of a negative \$10,770. While a negative cash flow was calculated, it was not necessary to transfer funds from the reserve account due to a reduction in fuel inventory sufficient to offset the loss. Contributing to the loss was the receipt of \$5,339 less than expected from the monthly hotel/motel tax contribution.

Chairman Good added that it was apparent that expenses had stabilized and that the airport's operation was doing as well as could be expected without a major tenant occupying the Hunting Facilities.

**V. OLD AGENDA ITEMS**

None.

**VI. NEW AGENDA ITEMS**

**01-02-01 Consider adoption of Airport Master Plan.**

Mr. Savage briefly reviewed the "Final Draft" of the Airport Master Plan that was delivered to the members just prior to the meeting, including the latest version of the Airport Layout Plan (ALP) with the changes requested at the last meeting.

Ms. Nelmes reviewed the changes to Table 6-2 that lists the Capital Improvement Programs envisioned for the airport over the next 20 year period. She stated that other than the changes to Table 6-2 and the ALP, the book delivered was unchanged from the previous version.

After a brief discussion on the need to raise some \$23 million in federal, state, local and private money over the next five years and how that will be an "interesting" challenge, Chairman Good moved to adopt the Airport Master Plan as presented.

The motion was seconded by Mr. Cobb and was passed unanimously.

**01-02-02 Consider sketches for advertising piece for Hangar Area "B".**

Chairman Good reviewed the two proposals received from different ad agencies, and stated his preference for the piece that has three photos of the airport. Ms. Nelmes and Mr. Cobb agreed with his choice.

After further discussion, it was agreed by consensus that the piece should be produced so that it can be used as a tri-fold bulk mail piece, as an enclosure piece for a personalized letter to specific aircraft operators, and as a hand out for operators currently using Peachtree City-Falcon Field Airport.

A motion was made by Mr. Cobb and seconded by Mr. Buffington to proceed with producing the piece at a cost not to exceed \$1,500. The motion passed unanimously.

Chairman Good indicated that he would ask the Fayette County Development Authority if they could assist in paying the cost of producing the ad piece, and he will report back to the Airport Authority on his efforts.

**01-01-03 Consider "Letter of Engagement" for audit of financial records for fiscal year ending September 30, 2000.**

Mr. Savage explained that after he had published the agenda for this meeting, he had been asked by Chairman Good to review past minutes to determine the last time the Authority had issued a "Request For Proposals" (RFP) for financial audit services.

Upon review, it was determined that the last RFP was issued in 1997, and that during the February 9, 2000, meeting of the Authority it was agreed that an RFP should be issued for the 2000 audit.

Mr. Savage had prepared such an RFP and it was his recommendation that he be authorized to issue it as soon as possible with the intent of selecting an auditor at the next meeting of the Authority.

Chairman Good moved to authorize the Airport Manager to issue the RFP for audit services, with the intent of contracting annually with the successful bidder, over a three year period.

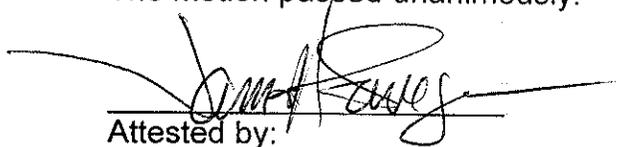
The motion passed unanimously.

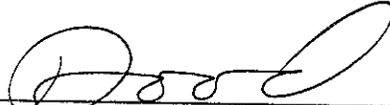
**VII. EXECUTIVE SESSION**

At 7:29 p.m., Chairman Good hearing or knowing of no additional items to be considered in either regular or executive session, called for a motion to adjourn.

A motion to adjourn was made by Mr. Cobb and seconded by Mr. Buffington.

The motion passed unanimously.

Attested by: 

  
David M. Good, Chairman

PEACHTREE CITY AIRPORT AUTHORITY

RECORD OF ATTENDANCE AS OF:

February 28, 2001

Members	Regular Meetings Last 12 Months	Meetings Attended	Regular Attendance %	Special Called Meetings Last 12 Months	Special Called Meetings Attended	Total Attendance %
David M. Good	12	11	92%	2	2	93%
Douglas A. Fisher *	2	2	100%	0	0	100%
Jerry R. Cobb **	5	5	100%	1	1	100%
Catherine M. Nelmes	12	12	100%	2	2	100%
H.E. Buffington	12	11	92%	2	2	93%

\* New member as of 1/1/01

\*\* New member as of 9/1/00

Members	Dates Absent	Type
David M. Good	8/9/2000	Regular
Douglas A. Fisher		
Jerry R. Cobb		
Catherine M. Nelmes		
H.E. Buffington	11/8/2000	Regular

Meeting Dates	Type
1/10/2001	Regular
2/14/2001	Regular
3/8/2000	Regular
3/22/2000	Special
4/12/2000	Regular
5/17/2000	Regular
6/28/2000	Regular
7/12/2000	Regular
8/9/2000	Regular
9/13/2000	Regular
9/21/2000	Special
10/11/2000	Regular
11/8/2000	Regular
12/13/2000	Regular