

PEACHTREE CITY AIRPORT AUTHORITY MINUTES OF MEETING

March 10, 2004

The March meeting of the Peachtree City Airport Authority was held at the Aviation Center, Peachtree City-Falcon Field Airport, on March 10, 2004, at 7:00 p.m.

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

I. ANNOUNCEMENTS

Chairman Nelmes asked if there were any announcements. Mr. Cobb stated he would like to read a prepared statement to clarify issues that were raised at the February meeting. His statement, in its entirety, will be included in the minutes.

Chairman Nelmes also addressed the assembly, stating that previous meetings have been very open to discussions, and although discussion is generally productive, the meetings need to be more directed and on topic.

II. APPROVAL OF MINUTES

A motion was made by Mr. Fisher and seconded by Mr. Cobb to approve the minutes of the February 11, 2004, Regular Meeting as presented. The motion passed unanimously.

III. REPORTS

AIRPORT MANAGER'S REPORT March 10, 2004

1. **Aviation Way.** After a pre construction meeting Wednesday morning between representatives from the City and Fayette County, best estimates for beginning construction could start in as little as 2 weeks or at worse 1

month from today. Best estimates on the length of time for completion is 1 and ½ to 3 months depending on the weather

2. **Aviation Center roof repairs.** Waterproofing the roof of the FBO has begun. Best estimates for completion of the roofing section are Tuesday to Wednesday of next week. According to Mr. Gus Sheffer with cooperative weather the project should be completed by the last week of March.
3. **New Additions.** For the first time in 5 years the Airport has a corporate based jet. Not just one, but two! Both are extremely welcome additions and are purchasing good volumes of fuel already.
4. **NASCAR Weekend.** This weekend is the NASCAR race in Hampton. We already have several companies planning to bring their company jets to FFC instead of Tara or the Atlanta Airport. These include a Gulfstream V and a Canadair RJ.
5. **CAF World War II Day.** Please don't forget to mark your calendars for Saturday April 3, 2004.
6. **Aircraft Spruce.** Expects to open March 22. They plan on an open house May 15th 2004.
7. **Commercial.** A gentleman who has done commercials for AOPA contacted me today. He would like permission to shoot a commercial for the "Be a pilot " program, here at Falcon Field the last weekend in March. He will be emailing me a letter of intent, that I will pass along as soon as I receive it.

IV. FINANCIAL REVIEW

February Jet fuel sales were again better than budgeted. An increase in \$8,500 in jet sales was achieved. AvGas sales continue to be better than budget for the sixth month in a row, with almost \$4,400 more in income than budgeted.

Expenses were \$46,271 versus a budgeted \$46,356. Net income was computed at \$1,034 versus a budgeted \$116. Cash flow for February was estimated to be a negative \$21,301 versus a budgeted \$3,754. The main cause would be the billing of the City for the Hotel/Motel funds not received. A total amount \$27,088 was charged to the City.

The Capitol/Reserve ending balance for February was \$124,217, down \$3,600, for the loan payment. The account received \$18 in interest.

V. OLD AGENDA ITEMS

04-01-03 Discussion of TDK Boulevard extension and related easements.

Chairman Nelmes stated that a letter from the FAA had been received, objecting to the building of the TDK Boulevard extension. Although the letter did site the FAA's main objection of vehicles penetrating the 34:1 and 20:1 approach slopes to Runway 13. The 40:1 departure slope of Runway 31 would also be penetrated. The penetration of the vehicles would require approach visibilities to 1 statute mile for approaches on Runway 13. The departure minimums for Runway 31 would also be reduced to a 300-foot ceiling and 1 statute mile or a required climb gradient of 234 feet per nautical mile, until 300 feet above ground level. The letter however did not state any remedies to address the situation.

Mr. Cobb declared that he was not an obstructionist to the extension, but did not want to approve a course of action that would harm the airport and give away options. He felt that the most important item that affected airport operations was the departure minimums. He also asked to be involved in the next meeting with the FAA, City and Authority. Mr. Cobb moved to table agenda item 04-01-03 until the April meeting. The motion was seconded by Mr. Fisher, and passed unanimously.

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

Authority Attorney Mr. Warner stated that he was still researching the details regarding this agenda item. Chairman Nelmes moved to table agenda item 04-02-06 to the April meeting to allow Mr. Warner adequate time to research. The motion was seconded by Mr. Cobb and passed unanimously.

VI. NEW AGENDA ITEMS

04-03-01 Consider proposed apron expansion at Gardner Aviation Specialist site.

Mr. Adam Widener of Gardner Aviation presented a proposal to increase the ramp space for their operation. Mr. Widener detailed a currently unpaved section of property between the Gardner Aviation office and taxiway Echo, that Gardner

Aviation would like to pave and use for temporary aircraft tiedown. After further discussion it was noted that aircraft parked in this area might penetrate the obstacle free area.

Mr. Davis moved to table agenda item 04-03-01 until Gardner provides a full proposal that would then be reviewed by Wilbur Smith and Associates and the FAA. The motion was seconded by Mr. Cobb and passed unanimously.

Mr. Gardner also presented a sample of how his sign and lettering will appear. The lettering will face the runway to allow arriving aircraft to identify his location easier. Mr. Widener reported that the request for signage was already under review by the City and expected no problems in approval.

A discussion followed on whether City approval was needed for Airport signage. Chairman Nelmes believed the Authority had gotten approval in the past, mainly as a courtesy. She stated that the Authority should have a comprehensive plan in place if the Authority were to stop using City recommendations.

Mr. Cobb agreed, and mentioned that it was important for the Authority to meet with the City to clarify the needs for signage. He indicated that City might not be fully aware of how airport signage may differ from City code, and the necessity of the difference.

Chairman Nelmes directed Mr. Bolton to meet with the City officials and Mr. Widener of Gardner Aviation to discuss the necessity of airport signage.

04-03-02 Consider Peachtree Flight Center's request to construct office space in the Annex hangar.

Mr. Greg Carrol spoke as a representative of the Peachtree Flight Center. He presented a proposal from Dan Waters, indicating he was working closely with the Flight Center to assist them in attaining their FAR Part 139 certificate. The request was a conceptual sketch of additional office space on the East side of the Annex Hangar. The additional office space was roughly equal to 10 foot wide by 20-foot long 2-story structure. Mr. Carol admitted that as this was conceptual, no cost for construction had been confirmed. He agreed to procure more detailed drawings and a cost analysis for the April meeting.

Chairman Nelmes moved to table agenda item 04-03-02. The motion was seconded by Mr. Fisher and passed unanimously.

04-03-03 Consider incentives for Chippewa Aerospace to relocate to Falcon Field.

Chairman Nelmes reviewed that during the Special Called meeting of February 2nd, Authority members expressed a willingness to find incentives for Chippewa Aerospace to relocate o Falcon Field. Chairman Nelmes indicated in initial discussions that Chippewa would be interested in using the 2 percent of gross through the fence fee structure. She also stated that Chippewa would like to be present to discuss incentives. She asked to schedule a Workshop to discuss incentives, tentatively scheduled for Wednesday, March 24th from 2:00pm to 5:00pm.

Mr. Cobb moved to table agenda item 04-03-03 to the March 24th meeting. The motion was seconded by Mr. Davis and passed unanimously.

04-03-04 Consider FAA grant agreement and supplemental agreement with Wilbur

Smith and Associates to relocate the Automated Surface Observation System (ASOS).

Chairman Nelmes stated the need for ASOS relocation for taxiway construction to the new Hangar Area B. This removal was not in the original contract. Approval was needed for adding Wilbur Smith and Associates contract. Total cost for engineering, removal and reconstruction of the ASOS with remoting the wind sensor was estimated at \$70,000.

Mr. Cobb moved to remove this item from the Agenda. The motion was seconded by Mr. Davis, and passed unanimously.

04-03-05 Schedule a workshop on the design of the expanded hangar area B and

discuss having a cookout in conjunction with the workshop.

Mr. Cobb stated that he would like to see involvement by the new Airport Manager on design and hangar area layout. He believed a series of meetings would be most productive. He also stated that a mail campaign should be done to reach interested parties, in advance of any meeting.

Chairman Nelmes stated she would like to tentively schedule the workshop and cookout for May 1st from 4:00pm to 6:00pm. She also expressed and interest in having the process be finished by the end of May.

Mr. Cobb made a motion to authorize the expenditure of \$200 to cover any items necessary to hold a cookout. The motion was seconded by Mr. Davis and passed unanimously.

Regular business was concluded at 9:30pm. Mr. Cobb made a motion to move to Executive Session to discuss personnel issues and matters protected by

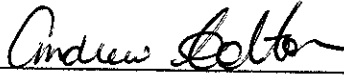
attorney-client privilege. The motion was seconded by Mr. Davis, and passed unanimously.

VII. EXECUTIVE SESSION

After discussions were concluded in the executive session, Mr. Davis made a motion to return to open session. The motion was seconded by Mr. Fisher and passed unanimously.

The Authority returned from executive session to open session at 9:45pm. Mr. Davis made a motion to offer the position of Airport Manager to Mr. John Crosby. The motion was seconded by Mr. Cobb and passed unanimously.

Mr. Cobb made a motion to adjourn at 9:51 pm. The motion was seconded by Mr. Fisher and passed unanimously.


Attested by: _____


Catherine M. Nelmes, Chairman

Remarks of Jerry R. Cobb to the Peachtree City Airport Authority at the
10 March 2004 Regular meeting.

For the record I must clarify concerns raised by a member of this Authority at our last regular meeting on 11 Feb 2004. Those concerns are documented in official minutes of that meeting.

1. **I have not and do not maintain "free private office space" at the airport.**
2. The office space in question is used for the Great Georgia Air Show, a production of the Dixie Wing of the Commemorative Air Force and the Kiwanis Club of Peachtree City. The Air Show is a non-profit corporation. The Airport Authority has a voting member on the Air Show Board of Directors.
3. Air Show planning, execution and financial accounting is a year round process
4. The Air Show has attracted more than 100,000 visitors to our airport over the past 6 years.
5. This Authority has discussed at length ways to attract people to our airport.
6. The Air Show is presented as a community service and in 2003 enabled non-profits and charities to earn approximately \$60,000. The majority of these groups are local.
7. I have been affiliated with the Air Show for 3 of the 6 shows. I have had the privilege of serving as Air Show Director for the past 2 shows-- 2002 and 2003..
8. My participation is as one of some 400 volunteers, and is **not** part of my community service as a member of the Airport Authority.
9. The Air Port Authority is not financially at risk in the production of the Air Show. The Air Show pays for all fuel and services provided by the Authority.
10. The Authority's contribution has been meeting space and an office for Air Show volunteers to use.
11. As an Authority member, I believe the benefits of the Air Show to the business community, the marketing of the airport, and the goodwill to the citizens of Peachtree City justify allowing the Air Show to use a seldom used area for work space.
12. I do not want anyone to have the impression that I have misused public property in any way or that I have used on duty Airport employees to run personal errands for me. My goal is and has been to provide public service in a sincere and unselfish manner.

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: 3-10-04
Dyan Abolte
Notary Public

[Signature]
Signature
Chairman
Capacity
Date of meeting: 3-10-04

CONCURRENCE OF AUTHORITY MEMBERS

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

[Signature]
[Signature]
[Signature]

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.

[Signature]
Legal Counsel