

2009 PEACHTREE CITY AIRPORT AUTHORITY ATTENDANCE RECORD

April 9, 2009

Report Date: Month Year

Name & Date of Appointment	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
Mike Brady, Chairman 1/1/09 - 12/31/31	5	5	0		100%
Bill Flynn, Vice Chairman 1/1/07 - 12/31/11	5	5	0		100%
Richard Whiteley, Secretary/Treasurer 6/20/08 - 12/31/10	5	4	1	3/5/2009, 4/9/2009	80%
Zaheer Faruqi 1/1/09 - 12/31/12	5	4	1	3/12/2009	80%
Jerry R. Cobb 1/1/05 - 12/31/09	5	3	2	2/12/2009, 3/5/2009	60%

Peachtree City Airport Authority (PCAA)
Regular Meeting Minutes
Thursday, April 9, 2009
Aviation Center, Peachtree City – Falcon Field
7:00 p.m.

Members Present: Chairman – Mike Brady, Vice-Chairman - Bill Flynn, Jerry Cobb, Zaheer Faruqi, PCAA Alternate – Bill Rial, Aviation Director – John Crosby (via phone), Assistant Aviation Director – Barry Griffith, A.A.E., Airport Attorney – Doug Warner and City Council Member – Doug Sturbaum.

Absent: Richard Whiteley – Secretary/Treasurer

I. ANNOUNCEMENTS

Assistant Aviation Director – Barry Griffith, announced the upcoming activities:

25 APR – 18th ANNUAL GEORGIA MEMORIAL POLICE RIDE

2 MAY – RV SQ FLY IN

16 MAY – AIRCRAFT SPRUCE SUPER SALE

II. APPROVAL OF MINUTES

March 5, 2009 Special Meeting Minutes

March 12, 2009 Regular Meeting Minutes

Motion made by Bill Flynn seconded by Zaheer Faruqi to approve the above listed minutes as shown; motion carries 4/0.

III. REPORTS

Aviation Director – John Crosby

Assistant Aviation Director – Barry Griffith, A.A.E.

IV. FINANCIAL REVIEW

Aviation Director – John Crosby

Vice-Chairman Flynn, as Chairman of the Finance Focus Committee reported that numerous changes to the budget have occurred and gave examples of several flow through accounts that were revised. He explained many of the format revisions and accrual adjustments that had been made as part of the review. He indicated there were new formats aimed at tracking grant funds more efficiently. He indicated that the Finance Focus Committee would review the budget and forecast actual costs to get a more accurate sense of the financial position. Mr. Flynn thanked the tenants in the audience for purchasing fuel during the month of April and that the trend is looking more positive in fuel sales.

V. OLD AGENDA ITEMS

None.

VI. NEW AGENDA ITEM

04-09-01 The American Recovery and Reinvestment Act of 2009 – Resolution to accept federal funding for Hangar Area C Development – Phase II

Motion made by Jerry Cobb and seconded by Bill Flynn to authorize the Chairman or Aviation Director to adopt the resolution to accept federal funding from the American Recovery and Reinvestment Act of 2009 for Hangar Area C Development – Phase II

04-09-02 Six Month Action Plan – Update - *no action taken*

Chairman Brady updated the audience via powerpoint presentation and background information in regard to the progress that has been made on the Six Month Action Plan (see attached). Mr. Brady indicated that things were looking very exciting for GA recreational and corporate aviation pilots and stated that the Authority was working on a best blend approach as part of the business development plan. He indicated the Airport was facing a tough year financially but that everyone was working hard to turn that around.

04-09-03 Focus Committee Reports – *no action taken*

Finance Focus Committee Chair, Bill Flynn reports, in addition to the items covered under the financial review, that there will be forecast used to develop the business plan for 1,3,5 and 10 year intervals. That he and Richard Whiteley were reviewing all financial accounting issues and have started ratio analysis on the balance sheet in an effort to streamline the process and resolve any financial concerns.

Marketing Focus Committee Chair, Zaheer Faruqi reports that the Marketing Focus Committee has been very active in developing surveys to both the tenants and transient (visitors) who operate out of Falcon Field Airport. He presented a powerpoint presentation highlighting the efforts of the committee to date and future objectives.

Operations Focus Committee Member, Jay Herrin stated that he had reviewed all employee training records for PCAA and found that all the documentation existed in regard to fuel service and operational training requirements but recommended this information be consolidated in one location. Mr. Herrin expressed the need to make a good first impressions with quality customer service; that this requires policy that will allow for employee training that will identify chain of command/organizational structure, work schedule and daily operational procedures. Mr. Herrin indicated that he would be working with the Customer Service Representatives (CSR) to give a pilot's perspective to the surrounding

area when operating at an uncontrolled airport and what traffic indicators and airport advisories might be requested via FFC's Unicom frequency.

Safety Focus Committee Chair, Bill Rial listed the members on this committee. He reports that he has done a good amount of research into OSHA required safety programs that would govern facilities like FFC. He also indicated he has spoken with the FAA's Safety Management System spokesperson in regard to the SMS program and that one of the committee members has extensive background experience with safety/emergency preparedness programs. His goal is to have a binder on the shelf as a resource that could be retrieved at anytime for safety. Those safety directives would be defined in writing with structured requirements listed.

Tenant Relations Committee Chair, Bill Rial reports that PCAA sent out surveys to all tenants and that we had received about 50 responses so far. He encouraged people in the audience to fill out the survey if they received it and spoke about a possible reward that would be given for participation. He spoke briefly about website improvement planning and a possible email alert system as a new tenant notification system.

Government Relations Committee, Chair Mike Brady stated that PCAA continues to have real time interaction with various local, state and federal governmental agencies. That meetings with the City, County and Development Authority has shown a need to integrate business development plans between all parties; that possible funding initiatives are being considered in regard to property tax.

Airshow Coordinator & FAA Liaison, Chairman Brady indicated that a request to have a meeting with the Great Georgia Airshow representatives has not occurred; that there is an open request to meet at a specific date and time but nothing has been confirmed. Chairman Brady stated that he would administer local FAA liaison issues and had nothing new to report.

04-09-04

F-16 Mounting Project – *no action taken*

Ted Mallory, F-16 Mounting Project Manager reports that progress is being made on the F-16 project; that meetings have occurred with a landscape engineer who is doing a detailed rendering of the project site. Mr. Mallory gave a powerpoint presentation where he showed other F-16 Mounting Projects at different airport locations; there was discussion about refurbishment of the aircraft and structural plates. Mr. Mallory indicated that in conjunction with mounting the F-16, that there has been discussion to add a Veteran's Dedication Area that would honor our service men and women. Mr. Mallory indicated that all costs are not known yet as to what it will take to accomplish the project; that he is working with the PCAA to keep costs to a minimum and that there may be possibility for corporate donations to help fund the project.

04-09-05

Clayton State University Interns – *no action taken*

Chairman Brady introduced the Clayton State University Interns and gave brief bio information about each:

Jennifer Bowden Bio:

Jennifer has been involved in customer service since the age of five. Her parents owned a restaurant where she began working at a very young age. There she learned the old, but very important, cliché: "The customer is always right." This has guided her entire professional career.

Jennifer worked for Outback Steakhouse for the better part of 12 years where she honed her skills in customer service and became a manager and training coordinator.

Jennifer resigned from her management position to return to school at Clayton State University (CSU) and pursue a Bachelor's of Business Administration in marketing and finance. She will graduate in December 2009 and currently has an institutional GPA of 3.77.

Currently, Jennifer is a marketing research assistant for the Assistant Dean in the School of Business at CSU and a marketing intern at Falcon Field Airport in Peachtree City. She is also actively involved in several campus organizations. She is on the Student Advisory Board for the School of Business, is President of the CSU chapter of Society for Advancement of Management (SAM), and Vice President of the CSU Marketing Club. Jennifer was also a member of the CSU SAM team that competed and took 3rd Place at the SAM International Case Competition in Las Vegas in March 2009.

Upon graduation, Jennifer plans to pursue a career in marketing research and would like to remain in the Atlanta area.

Eva Durham Bio:

Mrs. Durham has spent 33 years in the airline industry, most recently serving as Vice President Inflight Operations for Delta Connection Airlines. Prior to joining Delta Connection, she worked at TWA, where she held the position of Manager Human Resources, Special Projects. In this role, she was responsible for implementing a company-wide customer service program. Mrs. Durham began her airline career as a flight attendant with Ozark Airlines.

Currently, Mrs. Durham serves on the Peachtree City Tourism Board. In addition, she is completing her MBA at Clayton State University, Fayette Campus.

Through Clayton State, she is working as an intern with Peachtree City Falcon Field Airport.

VII. EXECUTIVE SESSION

Motion made by Bill Flynn and seconded by Jerry Cobb to enter into executive session at 8:30 p.m.; motion carries 4/0.

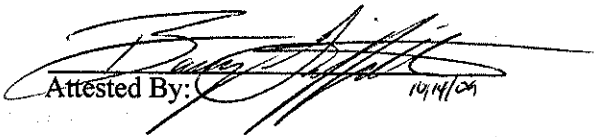
Motion made by Bill Flynn and seconded by Jerry Cobb to return to regular session at 9:35 p.m.; motion carries 4/0.

VIII. ADJOURNMENT

Motion made by Jerry Cobb and seconded by Zaheer Faruqi to adjourn the meeting at 9:40 p.m.

Note: This agenda is subject to change up to 24 hours prior to the meeting.

Attested By:



10/14/09

*Let Bill Flynn Vice Chairman
for Mike Brady 10/14/2009.*

Mike Brady, 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

*→ COPY / MISSING ORIGINAL
4/9/09*

4/9/09

Notary Public

[Signature]

[Signature]

Signature

CHAIRMAN

Capacity

Date of meeting:

4/9/09

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