

**PEACHTREE CITY AIRPORT AUTHORITY
MINUTES OF MEETING**

May 9, 2001

The May meeting of the Peachtree City Airport Authority was held at the Aviation Center, Peachtree City-Falcon Field Airport, on May 9, 2001 at 7:00 p.m.

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

At present, the Authority has only four members.

Authority Attorney Douglas B. Warner was absent.

I. ANNOUNCEMENTS

Chairman Nelmes gave a brief review of some of the meetings she has been attending, asking if any of the members would be interested in attending in her place from time to time.

Mr. Jim Toombs announced from the floor that the FAA will be conducting an "Around Atlanta Rally" sometime in late October or early November, where pilots would depart FFC on a poker run in the morning and return after a flight around Atlanta to a safety seminar in the afternoon. He will provide further information at a later date.

II. APPROVAL OF MINUTES

A motion to approve the minutes of the April 11, 2001, meeting; the April 19, 2001, meeting; and the April 25, 2001, workshop as presented, was made by Mr. Cobb and seconded by Mr. Buffington.

The motion passed unanimously.

III. REPORTS

Mr. Savage gave the following report:

AIRPORT MANAGER'S REPORT

May 9, 2001

1. April was a very busy month for meetings of the Authority, the City Council, City Planning Commission and City Staff. The minutes that were just approved report on the Authority and City Council meetings, however Chairman Nelmes, myself and various members of the Authority were present during reviews of site plans for both Jet Limo, LLC, and the Dixie Wing of the CAF.

The site plan for Jet Limo, LLC, which outlines their building plans for the corner of Falcon Drive and Victor Road, are still under consideration by the Planning Commission awaiting completion and resolution of certain technical issues. In general, plans call for two 20,000 square foot warehouse/office buildings and a 5,400 square foot hangar with aircraft parking apron.

The Dixie Wing received conditional approval of the site plan to build their new hangar at the end of Echo Court, subject to meeting the requirements of the City Planning Staff. The 17,000 square foot facility, includes a hangar area of 12,000 with approximately twice that in aircraft parking apron.

Ground breaking and clearing for both projects will get underway as soon as the approvals are completed.

2. Mr. Terry Washington of the FAA's Atlanta Airports District Office reported to Chairman Nelmes this week that the "Tentative Allocation" letter authorizing the a grant for construction of Phase III of the Hangar Area "B" taxiway project was written on May 3, 2001, and should be received by the Authority soon. More on this in Agenda Item #1.
3. The Final Inspection of Phase II of the Hangar Area "B" project was held on April 26, 2001. With the exception of one drainage area that shows signs of soil erosion that must be corrected prior to final payment, this phase of the project is now considered complete. Final invoices and pay requests will be submitted soon.

Total federal, state and local contributions for this phase of the project, including the Airport Master Plan update which has been submitted to the FAA for approval, is \$540,038.

4. We must renew our airport liability insurance by June 1, 2001, which our insurance agent Mr. Doug Johnson is working to place with the best underwriter possible. We have budgeted \$30,336 annually for this coverage, but as I write this report we still await a quote from AIG, the underwriter that we have used for several years. Our premium last year for this \$10 million coverage was slightly over \$28,000. One quote received so far was for \$31,500. This should not require any Authority action unless the quote exceeds our budgeted amount.

5. A new organization called the "New Hope Aviators," who are associated with New Hope Baptist Church, will be holding a pancake breakfast on the patio here at the Aviation Center on Saturday, May 19, from 7:00 a.m. to 11:00 a.m. Drop by if you are up that early on Saturday.
6. And finally, you have noticed that Mr. Doug Warner is not with us this evening, he and wife Carol gave birth to their second child, Emilie Marie, last Friday, and mother and daughter are doing well. However, Doug and two year old son Adam, are still adjusting so Doug indicated to me this afternoon that "the boys" would be giving "the girls" a night off.

IV. FINANCIAL REVIEW

Mr. Savage gave a brief overview of the financial report for the month of April, noting that Jet A and aviation gasoline fuel sales were much better than expected, and that operating expenses were held to some \$4,000 less than budget, which contributed to a net ordinary income of \$11,544 versus the budgeted amount of \$2,019.

Net cash flow for the month was calculated to be a positive \$10,307 versus the budgeted amount of a negative \$1,174.

V. OLD AGENDA ITEMS

None.

VI. NEW AGENDA ITEMS

- 01-05-01 Authorize Chairman to accept all grants and to execute all contracts and documents necessary to complete Phase III of the Hangar Area "B" taxiway project (AIP 12).**

Mr. Savage gave a quick overview of the progress on Phase II of the project, which has been completed along with the final inspection. He also described what might be expected on Phase III of the project, which is highlighted in the Memorandum included below.

MEMORANDUM

DATE: May 2, 2001
TO: PCAA
FROM: Jim Savage, Airport Manager
SUBJECT: Agenda Item 01-05-01

In a recent meeting with Mr. Terry Washington of the FAA's Atlanta Airports District Office, he indicated that approval of Phase III of our Hangar Area "B" taxiway and lighting project was "just days away."

In an effort to expedite the project so that we will have as much completed as possible prior to the airshow, Chairman Nelmes, Mr. Cobb and I discussed a tentative schedule of events with Mr. Washington and Mr. Ed Doyle of Wilbur Smith and Associates (WSA). Below is an outline of that schedule:

- Action by PCAA to authorize Chairman to proceed with project on 5/9/01.
- Legal ad requesting bids prepared by WSA and delivered to PCAA by no later than 5/9/01.
- Ad placed with AJC on 5/10/01, to run on Sunday, 5/13/01.
- Plans and specifications to contractor "plan rooms" by 5/14/01.
- Bid call date of 2:00 pm on 6/12/01, @ Aviation Center.
- Application to FAA and GaDOT by 6/18/01.
- Grant from FAA by 6/28/01 and from GaDOT by 7/16/01.
- Pre-construction meeting on 7/12/01.
- Start project on 7/16/01, or as soon after receipt of "Notice to Proceed" by FAA and GaDOT, as possible.
- Plan construction so that Hangar Area "B" paving is completed prior to airshow and lighting installation is scheduled after the airshow to avoid open trenches.
- Complete Hangar Area "A" construction as soon as possible, but to avoid higher bid prices, contractor would have at least 90 calendar days to complete entire project (mid-October).

A motion for your consideration:

"Move that the Chairman be authorized to complete Phase III of the Hangar Area "B" taxiway and lighting project as outlined, including the construction of a taxilane in Hangar Area "A" to serve lots D28 through D31, and that she be authorized to accept all federal or state grants offered for this project and to execute all contracts, documents or other legal instruments necessary to complete the project."

After a brief discussion, Mr. Cobb moved to adopt the above recommended "motion for consideration" as presented, which was seconded by Mr. Fisher.

The motion passed unanimously.

01-05-02 Consider fee structure for ground leases in Hangar Area "B", and consider previous offers from Mike Gunn, Tom Olive and Time Adamson to lease parcels on this area.

Chairman Nelmes gave a brief review of the history leading to the consideration of establishing a new lease rate for commercial hangar sites that reflects recent changes in the commercial lease agreements. She recommended that the initial rate be established at \$.45 per square foot, annual rent. She also expressed the concern that the sites might be leased by those wishing only to build storage facilities, and not commercial operations.

She offered the idea that perhaps there should be a restriction placed in the lease agreement, similar to other airports, that would limit its use to commercial operations only.

Mr. Savage commented that he was not sure how that type of limitation could be enforced, and offered the opinion that by establishing a higher "commercial" rate for the property, the Authority would most likely be making it unattractive for non-commercial development.

Speaking from the floor, Mr. Jim Toombs agreed that the higher price would make it nearly impossible for an individual to make money with a storage facility, citing his own hangar, which is leased at a lower rate, as an example of a property that if fully rented would just break even.

The discussions continued regarding the disposition of the deposits that were received previously for three of the sites under review, and what interest, if any, those individuals still had in leasing the lots in question.

After considerable discussion, a motion was made by Mr. Cobb and seconded by Chairman Nelmes to establish the initial lease rate for Hangar Area "B", lots B1 through B6, at \$.45 per square foot, annual rent.

As a part of the motion, it was agreed that the Airport Manager would proceed with a review of the following items and report those findings to the Authority at its next meeting:

- 1) Meet with consulting engineers to determine if the sites can be economically re-configured to combine two or more lots so that a commercial operator might have an aircraft parking apron equal to or larger than his hangar, and to explore other ideas that might help attract a commercial operator.
- 2) Meet with consulting engineers to develop specifications for infrastructure improvements, including driveways, auto parking areas and bringing utility connections to each site.

- 3) Refine cost estimates of the infrastructure development so that preliminary work can be started to secure bank financing of the project.
- 4) Prepare a request for bids to perform the work, so that it can be completed during the construction of the taxiway project, perhaps as a Non-AIP eligible addendum to the Phase III project.
- 5) Meet with the three previous depositors to confirm their current interest in building facilities on the lots in question, and to determine what actions the Authority might have to accomplish to meet their needs.

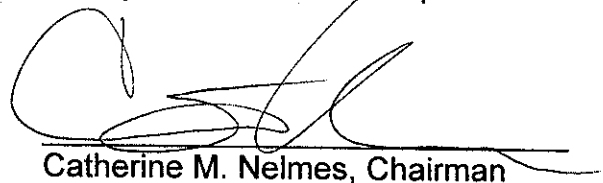
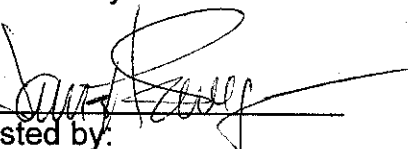
The motion passed unanimously.

VII. EXECUTIVE SESSION

At 8:32 p.m., Chairman Nelmes knowing of no additional items to be considered in either regular or executive session, called for a motion to adjourn.

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

Attested by:



Catherine M. Nelmes, Chairman

PEACHTREE CITY AIRPORT AUTHORITY

RECORD OF ATTENDANCE AS OF:

May 31, 2001

Members	Regular Meetings Last 12 Months	Meetings Attended	Regular Attendance %	Special Called Meetings Last 12 Months	Special Called Meetings Attended	Total Attendance %
H.E. Buffington	12	11	92%	3	3	93%
Jerry R. Cobb **	9	9	100%	3	3	100%
Douglas A. Fisher *	5	5	100%	3	3	100%
Catherine M. Nelmes	12	12	100%	3	3	100%

* New member as of 1/1/01

** New member as of 9/1/00

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

Meeting Dates	Type
1/10/2001	Regular
2/14/2001	Regular
3/14/2001	Regular
4/11/2001	Regular
4/19/2001	Special
4/25/2001	Workshop
5/9/2001	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