

Peachtree City Airport Authority (PCAA)
Regular Meeting Agenda
Thursday, May 9, 2013
Aviation Center, Atlanta Regional Airport Falcon Field
7:00 p.m.

I. CALL THE MEETING TO ORDER

II. APPROVAL OF MINUTES

April 11, 2013 PCAA Meeting Minutes

III. REPORTS

Airport Safety & Operations - George Harrison

Finance & Capital Budgeting - Bill Flynn

Tenant & Community Relations - Bill Rial

Marketing – Skip Barnette

Operations- Airport Manager, Hope Macaluso

IV. FINANCIAL REVIEW

Aviation Director-Bryan LaBrecque

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

05-13-01 Consider contract for engineering services for the runway
overlay project

05-12-02 Consider contract for the construction of the runway overlay
project

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT

NOTE: This agenda is subject to change up to 24 hours before meeting.

NOTE: A quorum of the Peachtree City Mayor & Council may be in attendance.

Peachtree City Airport Authority (PCAA)
Regular Minutes
Thursday, May 9th, 2013
Aviation Center, Peachtree City-Atlanta Regional Airport
7:00 p.m.

Members Present: Richard Whiteley, Chairman, Vice-Chairman & Secretary/Treasurer - Bill Flynn, George Harrison, Skip Barnette, Bill Rial and Alternate – Joe Woods. Aviation Director – Bryan LaBrecque, Airport Manager –Hope Macaluso, A.A.E. and Airport Attorney – Matt Ramsey (for Doug Warner).

I. CALL THE MEETING TO ORDER

Richard Whiteley called the meeting to order at 7:05 p.m.

II. APPROVAL OF MINUTES

Bill Rial made a motion to approve the April Minutes, seconded by Skip Barnette. Motion Carries, 4/0.

III. REPORTS

Airport Safety & Operations - George Harrison

George thanked the linemen for doing a great job and also complimented Bryan and Hope for their leadership.

Finance & Capital Budgeting - Bill Flynn

Bill noted that the financial statements were in good order and that Bryan would discuss in further detail later in the meeting.

Tenant & Community Relations - Bill Rial

None to Report

Marketing – Skip Barnette

Skip began by commending Bryan, Hope and Mike for bringing in various types of revenue generating business. Bill Rial mentioned that a tenant had asked about advertising hangar space on the airport website. Bryan LaBrecque said that he would look in to it as a possibility for the future.

Operations – Airport Manager, Hope Macaluso

Hope began by mentioning the various events that had happened in the previous month including:

- The RV Fly-In that was impacted greatly by weather
- The Chamber of Commerce Business After Hours event that was a success
- Police Memorial Motorcycle Ride.
- CAF World War II Heritage days

Regarding the Police Memorial Motorcycle Ride, Hope noted that the airport planned to review the past events - benefits and challenges - to assess future hosting of the Memorial Ride. At the center of the analysis is the recent year's lack of available space in the FBO hangar due to minimum vacancy. George Harrison added that the Commemorative Air Force World War II Heritage Days event was a great success with a large turn out and decent weather for at least one of the two days. Hope continued on with her report to mention that the grass cutting season had begun and also that Georgia Department of Transportation would be conducting the annual airport inspection. Hope also mentioned a minor fuel spill that had happened on the ramp that was not a fault of the line crew but a malfunction of a valve on the aircraft. The spill was properly contained.

IV. FINANCIAL REVIEW - Aviation Director - Bryan LaBrecque

Bryan LaBrecque began his report and mentioned that April was a strong financial month as the airport exceeded budgeted net income by \$8,300. The primary drivers for April were:

- Hangar Rentals
- Jet Fuel Sales
- Miscellaneous filming

Richard Whiteley asked if budget for hangars was based on 100% occupancy. Bryan answered in the affirmative. 100% capacity was what the budget was based on. Bryan continued on and mentioned that Jet A sales beat budget by \$3,000 and that AvGas had also beat budget for the month of April. Bryan also noted that over \$8,000 of revenue came from the filming project that took place in Area C in early April. George Harrison mentioned that the filming in early April also helped the CAF by renting their hangar and donating a large tent to the wing. Bryan continued to note that while revenue was greater than budget, the same held true for expenses. Overall expenses were up 8% over plan but primarily explained by the increase in ground maintenance (grass cutting), a water leak near the Bravo Hangars, and the increased Storm Water Utility bill.

Bryan also mentioned that payroll was up slightly due to the additional hours associated with the filming but noted that revenues far outpaced the increase expenses.

Bill Rial asked where the water leak was. Bryan explained the leak was found near one of the Bravo hangars under a concrete slab. Hope noted that the city plans to provide some credit for the additional water loss, although not 100% .

Bryan also mentioned the over grown detention ponds and that an EPA approved vegetation control spray would need to be used to tame the growth of the weeds in the pond. Bryan noted that overall the folks at the airport were performing a strong level and the results show as much.

Skip noted that we needed to stay in touch with the movie studio folks. Bryan responded that we had been in touch with them and will continue to let them know we are here if they need us. Hope also noted that she and Mike Melton had met with the development authority to make sure the airport is in the loop with Pinewood Studios. Richard mentioned meeting with Jim Pace regarding the studios.

Bryan continued with his report noting that some of the folks from Tara field had relocated here during their runway closure and that we are working hard to convince a few folks to stay. He also noted that our cash position is strong with \$775,000 in the bank which is basically one year of operating costs.

George Harrison asked how long we would be down during our overlay. Bryan responded around one week. George also queried about the Gulfstream II that has "resided" on our field for a significant time without payment. Bryan noted that a lien had been placed on the aircraft. Matt – representing Doug Warner's office - noted that the lien was a "Lien for Storage" lien and would take priority in paying off first.

Richard moved on and asked where we stood with the Storm Water bill. Bryan stated that he was working with the city on the miscalculation of impervious surface at the airport. Bryan also mentioned that the airport qualifies for up to a 50% credit on the current bill once the recalculations have been made. Richard commented on the great progress made on the bill and asked if after the recalculations are made would there be any refund for past overage. Bryan responded that there is a strong possibility for some refund and that he would continue to work with the city regarding the issue.

V. OLD AGENDA ITEMS

None to report

VI. NEW AGENDA ITEMS

5-13-01 Consider contract for engineering services for the runway overlay project

Hope began the conversation and mentioned that Talbert and Bright had completed the original overlay design but that the airport preferred to use our current firm – Adkins - to oversee the project. George Harrison agreed that Adkins should be the firm used moving

forward. Bill Flynn asked if there would be any cost differences between the two firms. Bryan responded that Talbert and Bright would probably charge us more for travel expenses since they were not local. Bill Flynn also asked if we should wait till GDOT had approved funding before selecting a firm and noted that he was concerned with selecting a firm before the funding was confirmed. Bryan responded that he recognized that we are asking to do something a little out of the ordinary but was concerned that if a firm was not selected at this point it could slow down the project. Bill then asked if there would be any funds that would need to come "out of pocket" for the project to which Hope responded "none". Bill Rial asked if there was anything that Talbert and Bright offered that Adkins did not. Hope responded in the negative. Bill Flynn stated that he would like to go the most cost effective route. Bryan stated that it was management's recommendation to use Adkins for this project and that in their assessment, the choice of Adkins would meet those criteria.

Bill Flynn moved to approve the new engineering firm (Adkins) for the project pending funding, seconded by Skip Barnette. Motion Carried 4/0.

5-13-02 Consider contract for the construction of the runway overlay project.

Hope provided background regarding the runway overlay project and stated that only one bidder for the project. While not optimal, she did note that she had worked with the single bidder in the past as was comfortable with their performance then. Hope then mentioned that a small difference existed between the estimated cost and the final bid cost and that GDOT was assessing their ability to fund the differences. Bill Flynn asked if there would be any money "out of pocket" due to timing. Bryan responded that no airport dollars were expected to be the result of timing concerns. Bill Rial asked that if the apron was not repaired on this round how quickly it would be repaired to which Bryan responded that it would be added to the CIP for next year if not included on this overlay.

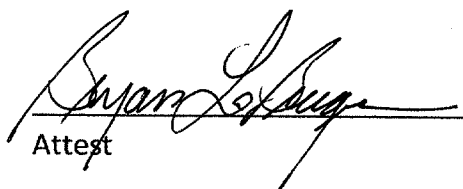
Bill Flynn moved to approve contract provided the airport does not have to pay out of pocket for any overages on the project. Only what GDOT and FAA will fund. Motion was seconded by Bill Rial. Motion Carried 4/0

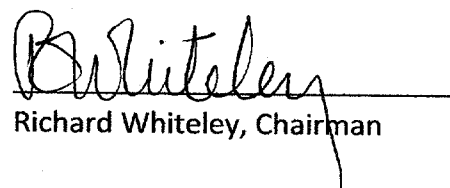
VII. EXECUTIVE SESSION

None

VII. Adjournment

Bill Rial made a motion to adjourn the meeting which was seconded by Bill Flynn. Motion Carried 4/0. Time 7:58pm (local)


Attest


Richard Whiteley, Chairman