

**PEACHTREE CITY AIRPORT AUTHORITY  
MINUTES OF MEETING**

**June 2, 1999**

The June meeting of the Peachtree City Airport Authority, was held at the Aviation Center, Peachtree City-Falcon Field Airport, on June 2, 1999, at 7:00 p.m.

Those present were: Chairman Robert B. Patterson; Members: Susan M. Cates, Catherine M. Nelmes and H.E. Buffington; Airport Manager James H. Savage; Director of Maintenance R. Dale Donegan; Recording Secretary Clair I. Ford and Authority Attorney Douglas B. Warner .

Member David M. Good was absent due to a business trip.

**I. ANNOUNCEMENTS**

None.

**II. ADDITIONAL AGENDA ITEMS**

None.

**III. APPROVAL OF MINUTES**

A motion was made by Mr. Buffington and seconded by Ms. Nelmes to approve the minutes of the May 5, 1999 meeting as presented.

The motion passed unanimously.

**IV. REPORTS**

**A. Airport Manager - Jim Savage**

Mr. Savage presented the following report:

## AIRPORT MANAGER'S REPORT - JUNE 2, 1999

1. Ann and Jerry Cobb, working with several members of the Experimental Aircraft Association held a "Young Eagles" rally on Saturday, May 8, at the Aviation Center. This program, that provides "first time" flights for young aviators, attracted some 40 young boy scouts and their families for the noonday event. This program was a continuation of the Authority's "Falcon Field Second Saturday" series. Hamburgers and hot dogs were served to all.
2. We have been successful in arranging with both Planterra and Braelinn Golf Clubs for pilots on layover in Peachtree City to play golf as a guest of General Manager Lee Burton. Pilots must pay guest green fees and for an electric cart, and must play during the week when starting times permit, but the idea has been received warmly by several corporate flight crews. Just one more service available at Peachtree City-Falcon Field Airport.
3. After several attempts, we have succeeded in updating the FBO listing in "AC-U-KWIC" the publication used by most corporate pilots. We have been trying to get our name listed in place of Stevens since last fall, but missed the 1999 edition due some error at "AC-U-KWIC." The smaller edition which lists airports with runways of 3,800 feet or longer only will be available this summer, with the bigger edition with all general aviation airports listed updated for next winter.
4. The F-16 project is progressing nicely. All wing and tail components have been re-installed and await painting. The afterburner remains to be added and a decision must be made regarding whether or not to paint the inside of the canopy prior to mounting the aircraft for display. We should have the aircraft available for static display and "photo ops" prior to the airshow, assuming we can find the right paint. Many thanks to Mr. Gary Rower and others for their efforts on this project.
5. The Confederate Air Force will host a reception for "potential airshow supporters" in the Aviation Center on June 16, at 5:30 p.m., in an attempt to encourage additional sponsors to sign up for the fall event. To date, AirTran Airlines and Compaq Computers have committed to \$25,000 each, with several other organizations adding smaller events. Mr. Hollis Harris, of World Airways is expected to be the keynote speaker. Mrs. Annie McMenamin has asked me to invite the Authority members to attend, informally at this point, with a formal invitation to arrive soon.
6. Financial review.

## **B. Wilbur Smith & Associates - Steve Smith**

Mr. Steve Smith was unable to attend due to conflicting business meetings, however Mr. Ed Doyle of Wilbur Smith and Associates gave a briefing on the progress of the AIP 10 construction.

Flanders Construction Company is very near completion of the project that was started some three weeks ago. The contract provided for up to 60 days for completion. A "pre-final" inspection will be held next week to address any "punch list items" that need to be addressed prior to a final inspection with the FAA and the Georgia Department of Transportation.

## **V. OLD AGENDA ITEMS**

### **98-02-08 Consider proposals from PRAD Construction and Group VI Corporation to build restaurant at Aviation Center.**

Chairman Patterson asked Mr. Savage to brief the Authority on recent events regarding the restaurant project.

Mr. Savage reported that on the afternoon of June 1, 1999, Mr. Jim Clark, one of the principals in Windsocks Ltd., had advised him that Mr. Ed Degross (Mr. Clark's partner) had withdrawn from the project due to personal problems and therefore they would not be moving forward with the project at this time.

Mr. Clark had indicated that he might seek other partners and approach the Authority at a later date to again discuss the issue.

Chairman Patterson stated that in his opinion it would be inappropriate to move forward with the project without a tenant, and that he had asked Mr. Savage to advise PRAD Construction and Group VI that should the Authority again consider building the restaurant that it was most likely that the project would have to be re-bid.

Chairman Patterson moved to table any further action on Agenda Items 98-02-08 and 98-02-09 for an indefinite period pending a change circumstances regarding the restaurant as proposed.

The motion was seconded by Ms. Nelmes and was passed unanimously.

### **98-02-09 Consider proposal from Windsock's Ltd. to operate restaurant at the Aviation Center.**

See action above.

## VI. NEW AGENDA ITEMS

### 99-06-01 Consider transfer of Falcon Flight School office lease to Kim Donegan and Gerald Carlson.

Chairman Patterson asked Mr. Savage to brief the Authority on the events leading up to this request.

Mr. Savage explained that the assets of Falcon Flight Services, Inc. had been purchased by Griffin Flight School, Inc. (GFSI). Mrs. Kim Donegan, President of GFSI, had advised him that they would begin operation of the flight school on June 1, 1999, doing business as Peachtree Flight Center (PFC), and would be providing a minimum of 5 aircraft for use by the school and its students.

Mr. Dale Donegan, Mrs. Donegan's husband, rose to answer questions regarding his role in the operation. Mr. Donegan advised that he was neither an officer of the corporation nor a stockholder, and that the flight school would be operated by his wife and the other major stockholder Mr. Gerald Carlson.

Mr. Savage explained a "letter of understanding" signed by Mr. Donegan and Mr. Savage outlining the issue of maintenance on flight school aircraft by Mr. Donegan. This letter was developed at the request of Chairman Patterson to clarify that any maintenance performed by Mr. Donegan on aircraft in which Mr. Donegan has an "equity interest," that is performed during normal business or at anytime within the FBO hangar, must be conducted as an employee of the Authority and therefore subject to its normal and customary maintenance fees.

The letter of understanding is attached and made a part of these minutes.

Mr. Warner explained that from a legal standpoint, Mr. Donegan may not actually have any equity interest in those aircraft owned by GFSI, but the Authority could by its own action declare him to have such an interest for the purpose of such an agreement.

Ms. Cates expressed concern that she would be opposed to Mr. Donegan performing any maintenance on PFC's aircraft unless all such work was billed through the Authority's maintenance operation.

Mr. Savage explained that it had been his and Chairman Patterson's intent to do just that, but under Mr. Donegan's employment contract he is allowed to work on aircraft in which he has an equity interest and that they were trying to clarify "up-front" how that should occur.

Discussions continued for some time after which Chairman Patterson commented that there did not seem to be any compelling reason not to transfer the lease to the new operators and moved to approve the transfer as requested.

The motion was seconded by Mr. Buffington and was approved unanimously.

**99-06-02 Consider request from Wilbur Smith & Associates to enter into Supplemental Agreement #14 for engineering services.**

Mr. Doyle explained the scope of work for the three projects covered under Agreement #14, which include Phase 1 of the AIP 10 taxiway and taxilane project; Phase 2 of that same project; and an Airport Master Plan update that the FAA has indicated that it will be able to fund soon.

Ms. Nelmes indicated that as a former FAA civil engineer that she was excited that we will be updating a Master Plan that was last reviewed in 1987 and that she would be interested in participating in its development.

A motion to approve Supplemental Agreement #14 with Wilbur Smith & Associates as presented was made by Ms. Nelmes and seconded by Chairman Patterson.

The motion passed unanimously.

**99-06-03 Consider pay requests from Wilbur Smith & Associates and Flanders Construction, Inc. for services performed to date on AIP 10 project.**

Mr. Savage gave a brief history of why this item was on the agenda for action by the Authority, explaining that from the earliest times of the Authority's existence, past Chairmen have used a monthly progress report by the Wilbur Smith & Associates as a preview of the progress of the various projects and of the pay requests submitted, then routinely approved the pay requests.

It was Mr. Savage's opinion that this frequently delayed the request for funds from the FAA and subsequently payments to the contractors, engineers and occasionally the Authority itself, when administrative expenses were included.

It was both Mr. Savage's and Chairman Patterson's opinions that the Authority should authorize the Chairman to sign such requests for funds and to pay such invoices as a normal business routine. Both agreed that a monthly briefing by the engineers should continue, along with a review of the invoices and payments as they occur.

Chairman Patterson indicated that he would support such a change, but that he would not make such a motion himself.

Ms. Nelmes moved to authorize the Chairman to make FAA and Georgia Department of Transportation pay requests for Federal and State construction projects, and to pay invoices generated by such projects as a part of the Authority's normal business routine. It was Ms. Nelmes intention that the Authority will continue to receive regular construction progress reports, including pay request and invoice information. The motion was seconded by Ms. Cates.

The motion passed unanimously.

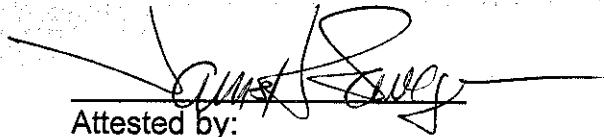
### EXECUTIVE SESSION

Hearing no additional items for discussion in either open or Executive Session, Chairman Patterson called for a motion to adjourn.

At 8:27 p.m., a motion to adjourn was made by Mr. Buffington and seconded by Ms. Nelmes.

The motion passed unanimously.

Attested by:



  
Robert B. Patterson, Chairman

**LETTER OF UNDERSTANDING REGARDING MAINTENANCE OF  
PEACHTREE FLIGHT CENTER AIRCRAFT  
JUNE 1, 1999**

Whereas Mr. R. Dale Donegan is Director of Maintenance for the Peachtree City Airport Authority, (the "Authority") and as such is required by his Employment Contract to limit his professional and business skills solely to the affairs of the Authority, except that he may repair and maintain aircraft in which he has an equity interest; and,


Whereas Griffin Flight School, Inc., (the "Corporation") d/b/a Peachtree Flight Center, will be operating a flight school at 5 Falcon Drive, Peachtree City, Georgia, adjacent to the aircraft maintenance operation of the Authority in the facility commonly known as the FBO hangar; and,

Whereas the President and a major stockholder of the Corporation is Mrs. Kimberley H. Donegan, wife of Mr. R. Dale Donegan, therefore the Authority assumes that for the purposes of this agreement that Mr. Donegan has an equity interest in the aircraft owned by the Corporation; and,

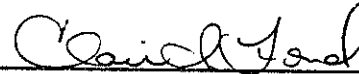
Whereas Mr. Donegan may wish to repair or maintain such aircraft from time to time, therefore, it is agreed by the parties signed below that any repairs or maintenance performed by Mr. Donegan on any aircraft, including those owned or operated by the Corporation, within the premises of the FBO hangar, shall be assessed the usual and customary fees normally charged by the Authority and such fees shall be entered upon the books of the Authority and paid for by the operator of such aircraft in the usual and customary manner; and,


It is further agreed, that should Mr. Donegan choose to perform repairs or maintenance to any aircraft in which he has an equity interest without entering the cost of such repairs or maintenance upon the Authority's books, such repairs or maintenance shall be conducted during a time period outside the Authority's normal aircraft maintenance hours and at a location other than the FBO hangar.

Signed this 1<sup>st</sup> day of June, 1999.

  
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R. Dale Donegan, Director of Maintenance

  
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James H. Savage, Airport Manager

  
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Witness

  
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Witness

PEACHTREE CITY AIRPORT AUTHORITY

RECORD OF ATTENDANCE AS OF:

June 30, 1999

Members	Regular Meetings	Meetings	Regular	Special Called	Special Called	Total
	Last 12 Months	Attended	Attendance %	Meetings Last 12 Months	Meetings Attended	Attendance %
David M. Good	11	10	91%	2	2	92%
Susan M. Cates **	10	7	70%	2	2	75%
Robert B. Patterson	11	11	100%	2	2	100%
Catherine M. Nelmes *	6	6	100%	1	1	100%
H.E. Buffington	11	10	91%	2	2	92%

Note: \* New member as of 1/1/99 \*\* New member as of 8/6/98

Members	Dates Absent	Type
David M. Good	6/2/99	Regular
Susan M. Cates	10/7/98	Regular
	1/6/99	Regular
	5/5/99	Regular
Robert B. Patterson		
Catherine M. Nelmes		
H.E. Buffington	11/12/98	Regular

Meeting Dates	Type
1/6/99	Regular
2/10/99	Regular
2/24/99	Special
3/3/99	Regular
4/7/99	Regular
5/5/99	Regular
6/2/99	Regular
7/1/98	None
8/5/98	Regular
9/1/98	Regular
9/17/98	Special
10/7/98	Regular
11/12/98	Regular
12/1/98	Regular