

Peachtree City Airport Authority (PCAA)  
Regular Meeting Minutes  
Thursday, June 10, 2010  
Aviation Center, Peachtree City – Falcon Field  
7:00 p.m.

Members Present: Chairman– Richard Whiteley, Vice-Chairman & Secretary/Treasurer - Bill Flynn, Zaheer Faruqi, Bill Rial, Alternate Member – Brian LaBrecque, Assistant Aviation Director – Barry Griffith, A.A.E. and Airport Attorney – Doug Warner.

Absent: George Harrison, Aviation Director – John Crosby, City Council Member – Eric Imker

I. CALL THE MEETING TO ORDER

Chairman Whiteley called the meeting to order at 7:00 p.m. and introduced Kim Westwood – American Cancer Society/Relay for Life who was in attendance.

II. APPROVAL OF MINUTES

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Bill Flynn made a motion seconded by Zaheer Faruqi to approve the minutes; motion carries 4/0.

III. REPORTS

Airport Safety & Operations – George Harrison – absent; Bill Rial reports that there are no updates to Airport Safety and referenced last meetings discussions and that there has been a request to provide better advertisement for fuel prices possibly on some type of message board that tenants can see posted on the fuel trucks showing the daily price of fuel.

Finance & Capital Budgeting – Bill Flynn gave brief overview of the financial review process and associated complexities of federal/state grants and complimented staff on their efforts to better manage this area; he also updated the board on current capital improvement projects associated with the Runway 13 Extension and waterline relocation; he reference the capital budgeting negotiations and legal counsel efforts that have occurred with Fayette County, Peachtree City and Pathways Development and that staff is seeking funding through federal/state grant sources.

Tenant & Community Relations – Bill Rial reports that he spends his free hours meeting with the tenants and discussing their concerns about the Airport; that many good suggestions have resulted from these meetings that he will share with the Board (i.e. fuel price message board, increased customer service training)

Marketing – Zaheer Faruqi reports that there will be a marketing meeting next week and that the new website will be complete. He reports that National Business Aircraft Association (NBAA) will be in Atlanta this year and that the marketing committee should focus on promoting the Airport at this event and also with NASCAR corporate flight departments.

Business Development – Bryan LaBrecque said he met with Aviation Director John Crosby in regard to business development and expansion plans; that there is also involvement from Clayton State University in regard to the resurrection of a charter

school at the Airport. He reports that the Department of Education and Universities are always looking for joint partnerships that promote technical schools and that there is a possibility of developing an charter school with aviation maintenance, air traffic control and/or aviation administration bachelor/master degree programs; that talks are preliminary and that he pursuing these efforts with the various educational entities.

Aviation Director – John Crosby (absent); Assistant Aviation Director – Barry Griffith, A.A.E., reports that the Runway 13/31 PAPIs were FLIGHT CHECKED on 6/9/10 and COMMISSIONED by the Federal Aviation Administration (FAA); that there are trees that need to be removed on the 13APP and coordination efforts are in place with Plantera Ridge golf course officials. AREA C bid package 1 is 99% complete with punchlist items underway by Massana; that several retention basins have been cleared recently and that Plateau Excavation is finishing up bid package 2 work. The Automated Surface Observation System (ASOS) is operating well for aircraft arriving from the north and that the National Weather Service technicians have extended the antennae to try and improve signal to aircraft arriving from the south. Staff has implemented contract fuel agreements with Eastern/Shell and Colt International; that are others (i.e. World/Base Ops) will follow. The SHELL AEROCLASS PROGRAM, a system to reward pilots for fuel purchases to earn mastercard points (1 PT PER GALLON / 5,000 PTS = \$50) is available. The airport recently hosted a special wedding event between FAA Flight Standards District Office Director and Gulfstream Executive; that there were approximately 300 guests and an aerobatic demonstration. The Airport also hosted a retirement reception for Fayette County School District Superintendant Dr. John Decoitus; that there were approximately 100 invited guests. The Airport is also being represented in a cooperative effort with the American Cancer Society/Relay For Life at the July 4<sup>th</sup> Peachtree City Golf Cart Parade.

#### IV. FINANCIAL REVIEW

Aviation Director – John Crosby (absent); Assistant Aviation Director – Barry Griffith, A.A.E., reports that fuel gallons pumped are still below budgeted amounts with a slight margin increase in AvGas for the month; that jet margins are holding steady but may need more frequent adjustments with fluctuating fuel costs. It was noted that contract fuel prices are generally 30-50% lower than normal retail prices which has some affect on inventory but does provide good incremental business and is the standard operating procedure for most corporate flight departments.

There was a slight decrease in FBO Hangar Lease rent with refunds of \$2,000 due to a customer who sold an aircraft and cancelled their lease; that other leases are in process and that a former airport tenant is returning to the FBO Hangar with a Piper Saratoga.

The Maintenance account was impacted with Annex Hangar Door repairs, and other miscellaneous hangar/office repairs and HVAC problems; that additional plants, herbicides, weed killer and other lawn maintenance expenses are impacting this line item especially during the summer.

The Airport anticipates reimbursement from the ASOS relocation project and other administration costs from federal/state grant funds which will provide a positive impact on the financials in the coming months.

The Airport has initiating a summer variable rate for natural gas reducing the therm costs from \$0.78 to \$0.24 per therm and that a fixed rate will be reimplemented later in the year when costs are expected to rise in an effort to save money on utility costs.

V. OLD AGENDA ITEMS

- VI. NEW AGENDA ITEM  
06-10-01 To authorize the PCAA Chairman or Aviation Director to sign the necessary documents between PCAA and Fayette County for the relocation of an existing utility easement/waterline on Airport property as part of the Extend Runway 13 Airport Improvement Program (AIP) project.

Bill Flynn made a motion to approve item 06-10-01 seconded by Zaheer Faruqi; motion carries 4/0.


VII. EXECUTIVE SESSION  
None.

VIII. ADJOURNMENT

Motion made by Bill Flynn seconded by Bill Rial to adjourn the meeting at 7:32 p.m.; motion carries 4/0.

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

Attested By: \_\_\_\_\_

  
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PCAA Chairman