

PEACHTREE CITY AIRPORT AUTHORITY MINUTES OF MEETING

June 11, 2003

The June meeting of the Peachtree City Airport Authority was held at the Aviation Center, Peachtree City-Falcon Field Airport, on June 11, 2003, at 7:00 p.m.

Those present were Chairman Catherine M. Nelmes; Members Jerry R. Cobb, Douglas A. Fisher, Matt M. Davis, and James E. Toombs; Airport Manager James H. Savage; and Authority Attorney Stacey S. Collins.

Mr. Douglas B. Warner, Esq. was on vacation with his family.

I. ANNOUNCEMENTS

Chairman Nelmes announced that the Regular Meeting of the Airport Authority for July will be rescheduled to July 16, 2003, to accommodate conflicts in schedules for Mr. Savage and Mr. Davis.

Mr. Savage announced that long time resident and corporate pilot who frequently operated from Peachtree City - Falcon Field, Mr. Joel Foy, died suddenly in recent days while on a layover on the west coast. The Authority wishes to express its heartfelt condolences to his family and friends.

II. APPROVAL OF MINUTES

Mr. Cobb offered a correction to the minutes regarding the last name of "Rona" of Rona's Flowers. Her last name is Fong.

Mr. Cobb also questioned how the contingency regarding the reduction in expenses or increase in revenue that were made a part of the motion on Item 03-03-02 were to be implemented. After considerable discussion, that resulted in a commitment from Mr. Savage to identify either a new reduction in expenses or another source of revenue by the July meeting, it was agreed that no change on this item was necessary.

A motion was made by Mr. Cobb and seconded by Chairman Nelmes, to approve the minutes of the May 14, 2003, Regular Meeting, as amended.

The motion passed unanimously.

III. REPORTS

AIRPORT MANAGER'S REPORT

June 10, 2003

1. **AIP 12 Project.** Mr. Cline has supplied the required lien releases and documents and a final payment in the amount of \$47,247.36 has been paid. Because the project ran late and in spite of the settlement over liquidated damages, it was necessary to request an amendment to the FAA Grant in the amount of \$9,742.00 to cover cost overruns. The major cost item that exceeded original estimates was the reconstruction of the sanitary sewer lift station. Our original estimate was \$9,351 but actual cost was \$23,810. This portion of the job was not performed by Mr. Cline. His bid price to do this work was over \$35,000. Once the grant amendment has been completed we will close out this project.

2. **Aviation Center roof leaks.** The engineers at Williamson and Associates have indicated that the unusually wet spring has delayed the completion of the final recommendations and draft "requests for proposals" to rebuild the roof and upper wall sections of the Aviation Center. They now estimate they will be complete with their work by June 15th. We will then be able to address the problem at the July meeting.

3. **FBO Hangar Office area landscaping and parking lot seal coating.** It had been my intention to have these two projects completed by this meeting, however an additional problem has surfaced. The low bid of \$1,900.00, approved at the last meeting, to repair, seal coat and re-stripe the parking lot, will not be honored by the contractor. He claims he forgot a portion of the project and his revised bid is now \$3,050.00. The next lowest bid was for \$2,450.00.

As I believe you are aware, we have been working with the Sheriff's Department to begin a program to utilize "trustees" from the county correctional system to help our maintenance technician keep up the grounds of the airport. The program has been approved by the Sheriff and County Administration, but unfortunately there are an insufficient number of trustees to make any available for airport work.

Lt. Col. Bruce Jordan of the Sheriff's Department is working with the State Court System to see if individuals that have been required by the court to perform "community service" can be assigned to the airport. As I prepare this report, that approval has not been received.

We still have approximately \$2,000 left in the landscape budget for the same area. If we can get "community service" help to assist with grounds maintenance, we can purchase the landscape materials and plant them ourselves. This would free up sufficient funds to cover the additional \$550 needed to repair, seal coat and re-stripe the parking lot, and both projects would be completed on or under budget.

Given the direction not to utilize any of the airport maintenance budget to assist with either of these projects, I am making every effort to complete them on budget as soon as possible. I will report next month on our progress.

4. Hangar Area "B" construction. Mr. Russ Solsvig has begun construction of Hangar B1. Site preparation is underway with footings and hangar slab construction to start soon. I recently met with Tom Carty and Art Bernard of the Building Department to review certain issues that had been raised regarding Mr. Solsvig's hangar, as well as the others in Area "B", and we were able to resolve the questions to everyone's satisfaction.

I do not know the current status of the other hangar projects at this time.

5. Relocation of power lines on Stallings Road. In conversations this week with Mr. Ashley Koby of Georgia Power Company, he has determined a price for re-locating the power lines along Stallings Road. Our original estimate was for \$30,000. An earlier "rough" estimate from Georgia Power was for \$45,000. Mr. Koby says he has now calculated the cost to be some \$56,000. I guess that's the bad news.

The good news is the cost of placing the service lines to Hangar Area "B" will be covered by the electrical usage anticipated by the hangars, so there will no "up-front" cost to us or the tenants.

I have requested Mr. Koby to discuss his cost numbers for re-location with the Georgia Power engineer that issued the original "rough" estimate, to see why there is such a large difference. I hope to hear from him soon.

6. Fuel supplier proposals. As I have mentioned previously, Eastern Aviation Fuels will cease to be an Air BP distributor on or about October 1, 2003. They will become the sole distributor for Shell Aviation fuels in the United States.

I have taken this opportunity to look at two other fuel brands, Phillips 66 and Chevron. Phillips is distributed by the parent company, however Chevron is distributed in this area by the Hiller Group out of Florida.

I have received written proposals from Phillips and Chevron and I await one from Eastern. When I have all proposals to compare, I will review and make a recommendation to the Authority. More on this issue as it develops, but I hope to have it completed by the July meeting.

7. July meeting date. As many of you may know, my daughter Megan will be married on July 5th, to a gentleman named Carson Utech. I plan on taking off the first week of July to handle all of the last minute details of the wedding and the anticipated family invasion, returning to work on July 7th.

Our normal meeting day would be July 9th. So that I can be available to prepare the last minute information that always seems to surface just prior to the meeting, I request that the Authority consider postponing the July meeting until Wednesday, July 16, 2003.

If this does not work for the majority, I will try to have everything completed before I take off on June 30th. I appreciate your consideration.

IV. FINANCIAL REVIEW

Mr. Savage gave a brief review of the financial information for May. Jet -A and AvGas sales were better than expected, with total income for the period ending \$2,760 better than budget. Gross profit actually fell slightly by \$680 due in part to a reduction in margin on Jet -A associated with the larger fuel discounts we offer on volume sales.

Liability insurance expense indicated \$0.00 due to the late arrival of the invoice for the first payment for the next insurance year. This expense will be realized during June. Repairs and maintenance expense exceeded budget due to \$4,129 in electronic and airport lighting repairs associated with recent storms. Payroll expense rose to \$343 more than budget due to vacation and overtime pay, but total expense for the period was \$6,041 less than budget. Hotel Tax distribution for the month was \$776 more than budget, and an unbudgeted cash payment from Hank Aaron BMW of \$3,000 helped to push the net income for the period to \$16,614 versus the anticipated income of \$7,713.

For May, cash flow was calculated to be a positive \$13,194 compared to the original estimate of a positive \$213.

The Capital/Reserve ending fund balance for May was \$152,546, and the Grant Fund account balance was \$2,698.

V. OLD AGENDA ITEMS

03-04-02 Consider requesting City Council to rename Stallings Road.

Chairman Nelmes reviewed the efforts to date on this item, including the request for public suggestions for a new name. Mr. Savage presented a summary list of the names submitted, which is attached and made a part of these minutes.

A general discussion followed with the general consensus of the Authority being that the name should reflect the aviation and commercial nature of the area. Mr. Savage mentioned that the City had requested that the Authority submit more than one name in the event the first selection was in use or created a problem for dispatch of emergency services.

A motion was made by Mr. Fisher and seconded by Chairman Nelmes, to submit to the City the following list for consideration in the re-naming of Stallings Road. In order of preference:

- 1) Aviation Way
- 2) Wings Way
- 3) East Airport Way

The motion passed unanimously.

VI. NEW AGENDA ITEMS

03-05-01 Review and discuss Minimum Standards for Commercial Operators at Peachtree City - Falcon Field.

Chairman Nelmes opened the discussion by reviewing the concerns expressed by two based commercial operators regarding "auto trunk" aircraft maintenance operations and flight training operations without an established facility from which to operate. She expressed the opinion that while such non-complying operations were probably occurring, she did not feel that it was a pervasive problem.

Mr. Cobb expressed the view that a rigid enforcement of the rules and regulations would most likely drive many operators from the airport and that since this particular issue was commonplace at most airports, he supported the concept that common sense should prevail and until it becomes a big problem, airport management should continue to use its best judgment on enforcement.

Mr. Toombs agreed that the problem of non-complying commercial operators exists on virtually all airports and complete enforcement is nearly impossible.

Mr. Davis felt that it was important to help protect our based commercial operators and tenants where possible, but that he wasn't sure that except for specifically identified instances, enforcement was possible.

In a letter to the Authority from Mr. Vern Darley, among several issues he reminded everyone that not all services are available on the airport and that in some cases existing based commercial operators either cannot, or will not, take on additional service work.

The discussions concluded with a general consensus that in view of the recent memo to the tenants regarding the issue, unless the problem becomes pervasive, no additional action was needed and that airport management should continue with a common sense approach to the problem.

No actions were taken, however the item was considered satisfied.

03-06-02 Consider Mr. Fisher's request to possibly " earmark" a portion of the fees collected for displaying the Cooper "Mini" to help support the Airshow Committee.

Mr. Fisher gave a brief review of his recommendation regarding the possibility of sharing the income from Hank Aaron BMW for the display of the Cooper "Mini", with the Airshow Committee. That recommendation which was sent to the members for review and consideration is printed below.

Recommendation: *In support of the Great Georgia Airshow, and for the twelve months prior to the Airshow, FFC agrees to contribute 50% of the funds received by FFC from Hank Aaron BMW (as promotional payment for displaying the BMW Mini Cooper in the lobby of the*

airport) to the Great Georgia Airshow. This payment shall be considered by the Great Georgia Airshow at the appropriate level of Sponsorship.

This contribution shall be reviewed annually in the airport's budgeting process, and shall not be construed as a perpetual commitment. The decision to contribute, or not, shall be communicated to the Airshow Committee upon approval of FFC's annual budget. Should the Airshow not be held, funds shall not be contributed. Should Hank Aaron BMW withdraw from the promotion, FFC shall not be obligated beyond the funds collected within the agreement period.

Because of the annual contingent nature of both the decision of the Airshow Committee to have an airshow, and of Hank Aaron BMW's decision to continue their promotional efforts, the contribution shall be payable within 30 days of the Airshow event for funds received by FFC from Hank Aaron BMW. The contribution shall be accrued by FFC for the twelve months prior to the event date. At any time, the Airshow can inquire as to the balance of the accrued contribution.

FFC appreciates the opportunity to support such an exciting event, and the fine work of so many volunteers to make The Great Georgia Airshow one of the finest airshows in the state of Georgia.

After considerable discussion, it was pointed out that \$6,000 of the \$9,000 so far collected during FY 2003, had been applied to expenses incurred by the Authority during last year's airshow and that the recommendation made by Mr. Fisher might be more appropriate for any such funds collected during FY 2004.

Mr. Fisher concurred, and moved to sponsor The Great Georgia Airshow for 2003 with a cash donation equal to \$6,000, or the actual amount collected from Hank Aaron BMW for the display of the Cooper Mini during the second half of FY 2003. The intent of this motion is to provide a total of \$12,000, during FY 2003, for the benefit of the Airshow Committee with the understanding that \$6,000 has already been applied to expenses incurred by the Authority during the 2002 event. Additionally, during the budgeting process for FY 2004, the recommendation listed above will be reconsidered for adoption and the extraordinary expenses incurred by the Authority during the 2003 event will be billed to the Airshow Committee in the usual manner.

The motion was seconded by Mr. Davis and was passed with four votes in the affirmative and Mr. Cobb, who is Chairman of the Airshow Committee, abstaining.

VII. EXECUTIVE SESSION

03-06-03 Discuss matters protected by attorney-client privilege and/or discuss or deliberate the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee.

At 8:17 p.m., Chairman Nelmes called for a motion to recess, to reconvene in Executive Session to discuss the above Agenda Item. Mr. Davis so moved, which was seconded by Mr. Fisher and was passed unanimously.

The Authority Members and Ms. Collins met to discuss the matters addressed in the Agenda Item, but took no official action during the Executive Session.

At 9:25 p.m., a motion was made by Mr. Fisher and seconded by Mr. Toombs to return to Regular Session and to invite Mr. Savage and his Legal Counsel, Mr. Rick Lindsey, to join the Authority in Executive Session. The motion passed unanimously.

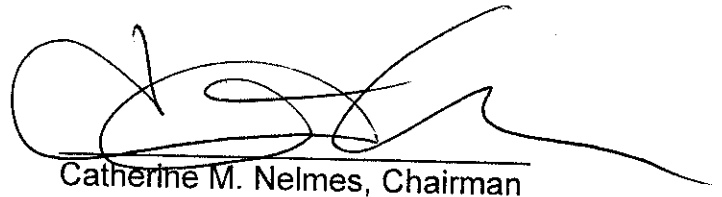
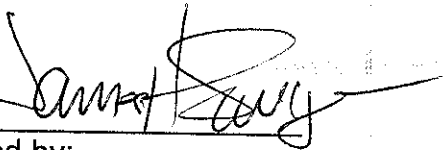
At 9:32 p.m., a motion was made by Mr. Toombs and seconded by Mr. Davis to return to Executive Session. The motion passed unanimously.

Mr. Savage and Mr. Lindsey participated in discussions on the Agenda Item in Executive Session, but again the Authority took no official actions, however a tentative schedule for a Called Meeting to discuss an "Agreement and General Release" was set for 3:00 p.m. on Monday, June 16, 2003.

At 9:43 p.m., a motion was made to return to Regular Session by Mr. Fisher and seconded by Mr. Davis. The motion was passed unanimously.

At 9:44 p.m., a motion was made by Mr. Davis and seconded by Mr. Fisher adjourn. The motion passed unanimously.

Attested by:



Catherine M. Nelmes, Chairman

SUGGESTED TITLES FOR RE-NAMING STALLINGS ROAD

Person Offering Name

Suggested Titles

* Eunice Salley - PTC resident

Wings Way
Rickenbacker Drive

* Doug Fisher - PCAA

East Airport Way
East Falcon Drive
Wright Brothers Drive
(No Change - OK too)

* Jim Savage - FFC

Aviation Way
Aviation Commercial Way
Aviation Commerce Drive

* Vern Darley -PCAA Alternate

AvBiz Drive
Wright Way
Approach Drive
Falcon AvBiz Parkway
Fighter Aces Drive
Thunderbird Way

* Andrew Bolton - FFC

Centennial of Flight Way

* Jim Toombs - PCAA

Robin Road

* Jerry Cobb - PCAA

Airport Road

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:

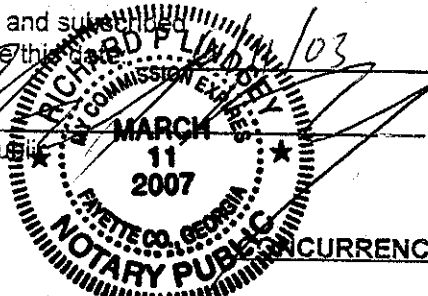
- Discussing matters protected by the attorney-client privilege. O.C.G.A. §50-14-2(1).
- Discussing the future acquisition of real estate. O.C.G.A. §50-14-3(4).
- Discussing or deliberating the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or 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 _____ day of _____, 2003.

Notary Public



Signature

Capacity

Date of meeting: 6/11/03

CONCURRENCE OF AUTHORITY MEMBERS

The undersigned confirm that the statements contained in the above affidavit are true and correct.

[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