

**PEACHTREE CITY AIRPORT AUTHORITY
MINUTES OF MEETING**

July 12, 2000

The July meeting of the Peachtree City Airport Authority, was held at the Aviation Center, Peachtree City-Falcon Field Airport, on July 12, 2000, at 7:00 p.m.

Those present were Authority Chairman: David M. Good; Members H.E. Buffington, Susan M. Cates, Catherine M. Nelmes, Mark G. Bunker; Airport Manager James H. Savage; Bookkeeper Debra Thornton; and Authority Attorney Malynda C. Hooper.

I. ANNOUNCEMENTS

Chairman Good gave a brief outline of the methods he uses for discussion and consideration of agenda items by the Authority. Essentially, he indicated that the policy used by the City Council would be repeated by the Authority.

After an agenda item has been introduced by the proponent, he will ask for input from the public, followed by comments and discussions by the Authority and staff. Once a motion on the subject has been introduced and seconded, he will ask for additional comments from the public, followed by debate and any action taken on the motion by the Authority.

Establishment of the policies for introducing an agenda item for consideration will be discussed later in tonight's agenda.

II. APPROVAL OF MINUTES

A motion to approve the minutes of the June 28, 2000, meeting as presented, was made by Mr. Bunker and seconded by Mr. Buffington.

The motion passed unanimously.

III. REPORTS

Airport Manager - Jim Savage

Mr. Savage presented the attached report:

Airport Manager's Report
July 12, 2000

1. Mr. Mark Linser of Sharp Dimensions has contracted with the Authority to produce a fiberglass mold of the nose of the F-16 to develop a simple flight simulator for a project to be shown on the Discovery Channel.

It is Mr. Linser's hope to have the unit completed and operating for use by kids of all ages at the EAA Convention in Oshkosh later this month. He had originally offered to act as a designer and project manager for the completion of the restoration and display of the F-16 at our airport entrance, however Chairman Good and I agreed that a cash transaction would be easier to achieve in the short time available to complete their project.

Sharp Dimensions paid the Authority \$2,000 to use the nose for a model, with the understanding that no damage will occur to the F-16 during the process. The aircraft was first coated with a rubber-like product called "Smooth-On" then covered with fiberglass to make the rigid mold. The project is expected to be completed this week.

During our discussions, we spoke with a Mr. Mark Churchman of Summit Signs who gave us several suggestions for the eventual erection of the aircraft, utilizing a single steel pole similar to those used by companies with large high-rise business signs. He envisioned a look similar to what you might see supporting a model of the aircraft. When time permits, we will seek additional information and report back.

2. On the night of July 4th, the Aviation Center was visited by "Ugly Americans."

Only in America would someone out to celebrate the Nation's birth, visit a public facility after hours, burn, discharge and light-off several hundred fireworks and leave the mess for someone else to clean-up. It took three of our employees nearly two hours to clean the patio and playground area of debris. The debris alone weighs close to ten pounds.

Not only are fireworks illegal in the state of Georgia, but with the large number of devices discharged that close to the building a serious fire threat to the facility existed of which we were completely unaware. Our last employee departed at 10:00 p.m. and returned about 10:40 p.m. to retrieve a book he had forgotten and reports that no one was on the patio at either time, so apparently, the event occurred late at night.

We have no way of knowing if large rockets were fired, but we found several expended "bottle rockets" on the transient ramp and even on top of the Jet A service truck. I suspect that the police department was fully occupied with the aftermath of the City's fireworks display and did not visit our facility much that evening. No report has been filed.

And we wonder why some of our children have no respect for society.

3. Due to the length of the agenda, I have nothing else to report.

IV. FINANCIAL REVIEW

Mr. Savage presented the financial report for the month of June, outlining three areas where expenses exceeded the monthly budgeted amounts. The "bottom line" was that the Authority again lost money in the Aircraft Maintenance Division (\$6,407), however the Airport Division showed a net income of \$6,284 and the FBO Division posted a positive income of \$2,830.

Net cash flow for the month was calculated to be a positive \$3,701 versus the budgeted amount of \$4,700, in spite of the loss by maintenance. The Aircraft Maintenance Division was closed effective June 30, 2000, due in part to the continuing losses and the resignation of its Director.

V. OLD AGENDA ITEMS

00-06-02 Consider personnel issues and continuation of aircraft maintenance by the Authority (deferred action on modifying operating budget).

Chairman Good asked Mr. Savage to review the items associated with the continuation of this item from last month's meeting.

Mr. Savage explained that the adoption of the modified budget for the remaining period of FY 2000, and a look at the first three months of FY 2001, without the aircraft maintenance operation, would require several actions by the Authority to ensure certain income assumptions proposed in the document.

The first item for consideration was a ratification of the lease agreement with the flight school. Chairman Good explained that in his negotiations with Ms. Kim Donegan of Peachtree Flight Center (PFC), she had agreed to accept the document as approved by the Authority at its last meeting, provided that it was for a term of one year instead of the two years approved. He explained to her that he believed it might be in the best interest of the flight school to have a two year agreement, because the Authority might be inclined to seek a larger increase in rent at renewal time than might be expected with CPI adjustments alone. She recognized the risk, but still requested a one year agreement.

A motion was made by Mr. Bunker and seconded by Mr. Buffington to ratify the flight school lease agreement as previously approved, except that the initial term shall be for a one year period.

The motion passed unanimously.

The second item required no action by the Authority, but Mr. Savage advised the members that he had reached an agreement with Mr. R. Dale Donegan regarding the transition of aircraft maintenance from the Authority to PFC.

The document was essentially the same as presented to the Authority at its last meeting, except that approval of the transition was contingent upon the Authority and PFC reaching an agreement on the office and hangar lease, and the owners of the three aircraft caught in the transition agreeing to let PFC finish the maintenance in progress. The Authority's limit on the warranty of parts is the same as provided by the supplier of the part in question, and PFC's limit on providing free warranty labor is 15 man-hours or July 31, 2000, whichever occurs first.

The third item involved the implementation of CPI rent adjustments that are included in most of the lease agreements on the airport. Mr. Savage explained that a review of the latest CPI figures available for "All Urban Consumers", May 1999 to May 2000, calculates to cost of living increase of 3.068 %.

Mr. Savage explained that since the Authority had as recently as last October raised some lease rates by as much 15% to 25%, or by the CPI adjustment where applicable, he was looking to the Authority for direction on the issue.

Chairman Good reminded everyone that the CPI adjustment imposed in October was the first in more than two years and that the other adjustments were necessary to help with the budgetary issues associated with running a first class airport.

Discussions with the public and the Authority members continued for some time, with Mr. Bunker offering a motion to approve the implementation of the CPI adjustment of 3.068% to all appropriate agreements, including the "Port-A-Port" hangars and tenants in the FBO hangar, and to raise the tie-down rates to \$47 per month for single engine aircraft and to \$57 per month for twin engine aircraft.

The motion was seconded by Chairman Good and was passed unanimously.

Following the above actions, Mr. Savage began a lengthy review of the proposed budget, using responses to questions raised by Mr. Bunker regarding several assumptions provided in the budget, as a guide for the review.

Mr. Savage pointed out that he had amended several items on the latest version of the budget based on Mr. Bunker's comments, but explained that he felt other items were valid as presented.

Mr. Buffington offered a motion to approve the proposed budget labeled "Revised #2", provided that the Repairs and Maintenance expense line be increased to a total of \$3,000. The motion was seconded by Mr. Bunker, however Ms. Nelmes offered an amendment to the motion to further amend "Revised #2" to reflect the expected 10% reduction in Hotel/Motel tax after October 1, 2000.

Both the maker and second agreed to the amendment and the motion passed unanimously.

VI. NEW AGENDA ITEMS

00-07-01 Hear presentation on Airport Master Plan by consultants Wilbur Smith and Associates

Ms. Nelmes gave a brief overview of the efforts to date on the development of a new Airport Master Plan, asking the members and public to forward any comments or questions to herself or the Airport Manager within the next two weeks if possible.

Mr. Mark Counts of Wilbur Smith and Associates (WSA) discussed several assumptions made by them regarding expected growth, comparing actual growth over the last 13 years to the 1987 Master Plan's assumptions.

The original plan estimated the number of based aircraft for the year 2000 to be 107. The actual count is 138. Using several methodologies, WSA estimates the based aircraft to increase to 310 by the year 2020.

No action by the Authority was needed or taken on this item.

00-07-02 Consider proposals from interested parties to build five non-commercial hangars in Hangar Area "A".

Chairman Good announced that the Authority had received only one proposal for the construction of the additional hangars in Area "A" and that he and Mr. B. Stan Smith had met to negotiate the fees and payment schedule as directed by the Authority at its last meeting.

Mr. Smith reviewed his proposal which was presented on a form prepared by Mr. Savage for that purpose, explaining one addition to the form that adds language regarding a "commitment point" that would allow Mr. Smith an opportunity to withdraw his proposal prior to groundbreaking, if hidden engineering problems made the project economically unfeasible.

Chairman Good explained that he would support that addition, provided that the first three payments of the negotiated payment schedule were considered non-refundable, regardless of his actions.

The Authority discussed the proposal at length, with Mr. Savage offering the opinion that the Authority should consider the option of developing the area themselves as part of the up-coming Federal project, in lieu leasing the land in bulk.

Chairman Good offered a motion that he be authorized to sign a lease with Mr. Smith based on the Executive Storage Hangar Lease used with the owners of similar hangars in the area and the Letter of Understanding offered by Mr. Smith, with the following additions:

- (a) Initially, the annual lease rate shall be \$.336 per square foot for the entire hangar area leased including hangar footprint, side and rear set-back areas and aircraft parking aprons, subject to future CPI adjustments. The total area of the five lots is estimated to be 33,000 square feet, but the final lease payment will be based on the actual area surveyed.
- (b) Based on an area of 33,000 square feet, the first payment to the Authority will be due and payable on August 1, 2000, in the amount of \$693.00.
- (c) The second payment will be due November 1, 2000, in the amount of \$1,386.00.
- (d) The third payment will be due February 1, 2001, in the amount of \$2,079.00.
- (e) A fourth payment will be due May 1, 2001, in the amount of \$2,772.00.
- (f) Effective August 1, 2001, and thereafter, monthly payments will be due and payable that are equal to one twelfth of the annual lease rate specified or as may be adjusted in the future by provisions of the lease agreement.
- (g) The first three payments are considered due and payable on the dates specified and in the amounts stated (unless modified by area survey) regardless of any decision by the lessee to terminate the agreement.

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

00-07-03 Establish Authority policy on method to handle inquiries and proposals to develop airport property.

Mr. Savage gave a brief review of a drafted "motion for consideration" on the agenda item, based on the discussions and requests of the Authority at its last meeting.

Chairman Good expressed his intentions to vote against the proposed motion, should it be offered, stating that he believed that it would unfairly penalize the first person offering to develop a site, by allowing secondary bidders to build on the first persons efforts and developmental expenses to develop their own proposals.

Chairman Good opened the item for discussion from the floor, followed by discussions from the Authority members and staff. After more than 90 minutes of debate, Chairman Good called for a continuation of the agenda item until the next

meeting, asking that Mr. Savage develop a second draft policy based on the premise that the Authority will consider written proposals for private development of any land on the airport, provided that it is consistent with the Airport Master Plan; that the proposal is submitted for consideration in compliance with the policy for inclusion on the Authority's meeting agenda; and that the Authority will either accept, modify or reject the proposal as it deems to be in the best interest of the airport.

No further action was taken by the Authority on this item.

00-07-04 Establish Authority policy on method to handle requests for inclusion on the Authority's meeting agenda.

Chairman Good opened the item for discussion utilizing a draft motion for consideration prepared by Mr. Savage as a basis. Following several comments from the public, the Authority and staff, Mr. Bunker moved to accept the "motion for consideration" as modified and presented below:

Move that the Authority establish as its policy, that any item to be considered at a regularly scheduled meeting be submitted in writing to the Airport Manager, or any member of the Authority, no later than fourteen calendar days prior to the meeting date.

Such item shall include sufficient information and detail so that the Authority can review the basics of the item prior to the meeting. At the meeting, the Authority will consider additional input from the individual submitting the agenda item, then debate and act on the item as it deems to be in the best interest of the airport.

Additional information may be submitted following the established deadline, including the day of the meeting, however consideration of such additional information may require the Authority to delay action on the item until such time as they have had an opportunity to review all pertinent data.

The Chairman of the Authority will review all requests for inclusion on the agenda and establish a priority of items to be considered. Should more items be submitted than can be reasonably considered at one meeting, or if in the Chairman's opinion insufficient information has been submitted for consideration, he may delay the inclusion of such an item until time permits its consideration or until additional information has been received.

Due to the variety of circumstances that might be encountered, the Chairman is given reasonable latitude in establishing the items for inclusion on the agenda, with the understanding that the Authority, by a vote of the majority, can compel that an item be added for consideration.

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

00-07-05 Consider proposal to build waterline to serve hangars D24 through D27.

As one of the proponents, Mr. Jim Toombs presented a proposal to install a two inch waterline to the above mentioned hangars, tapping the existing waterline behind hangar D16. The proposal is attached and made a part of these minutes.

After discussions by the Authority for the need to satisfy a previous reimbursement agreement with the tenants in D20, D21 and D23 who installed the original waterline, Mr. Bunker moved to authorize the Chairman and Airport Manager to negotiate with the tenants in D24 through D27 to build the waterline as requested, and to establish reasonable fees to cover the reimbursement costs and continued operational expenses. He further stated that the Authority fully supports the installation of the waterline to improve their hangar operations.

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

00-07-06 Consider proposal to build sewer line to serve Hangar Area "A".

As the spokesman for a group of hangar owners in Hangar Area "A", Mr. Jerry Cobb presented a proposal to install a sewer line and lift station to serve up to 15 hangars located in the area. That proposal is attached and made a part of these minutes.

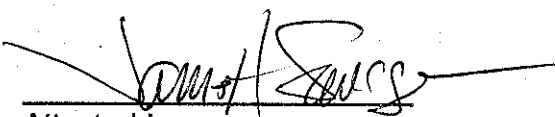
After discussions to clarify the eventual ownership of the sewer line and how individuals who wish to tap the line in the future will reimburse those who paid the original costs, Mr. Bunker moved to authorize the Chairman and Airport Manager to negotiate a draft agreement for approval by the Authority that is similar in nature to the existing waterline and sewer line agreements, and that establishes reasonable fees to cover anticipated expenses.

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

VII. EXECUTIVE SESSION

At 10:23 p.m., Chairman Good indicated that he knew of no items for Executive Session and called for a motion to adjourn. Mr. Bunker so moved.

Mr. Buffington seconded the motion and it passed unanimously.


Attested by:


David M. Good, Chairman

WATERLINE CONNECTION REQUEST

The undersigned parties, the leasehold owners of the four (4) lots so identified below located on Peachtree City-Falcon Field Airport, hereby request permission to connect to the existing 2 " water line, run a potable water line and tap said line at each of the four (4) hangars for the purpose of providing potable water to each hangar as depicted in Exhibit "A".

The Peachtree City Airport Authority shall own this additional water line and have the unimpeded right to tap into said line, extend it, modify it, replace it and maintain said line as necessary.

The undersigned four (4) leasehold owners shall share equally and pay one hundred percent of the actual cost of installing the above mentioned potable water lines as well as any "tap" fees applicable to the four lots so identified below that may be imposed by the Authority.

The undersigned leasehold owners agree to pay the Authority appropriate water use fees in accordance with current existing leasehold owner agreements.

Signed,

D-24 David R Milton Date 6-17-00

D-25 David R Milton Date 6-17-00

D-26 MD McGehee Date 11 June 2000

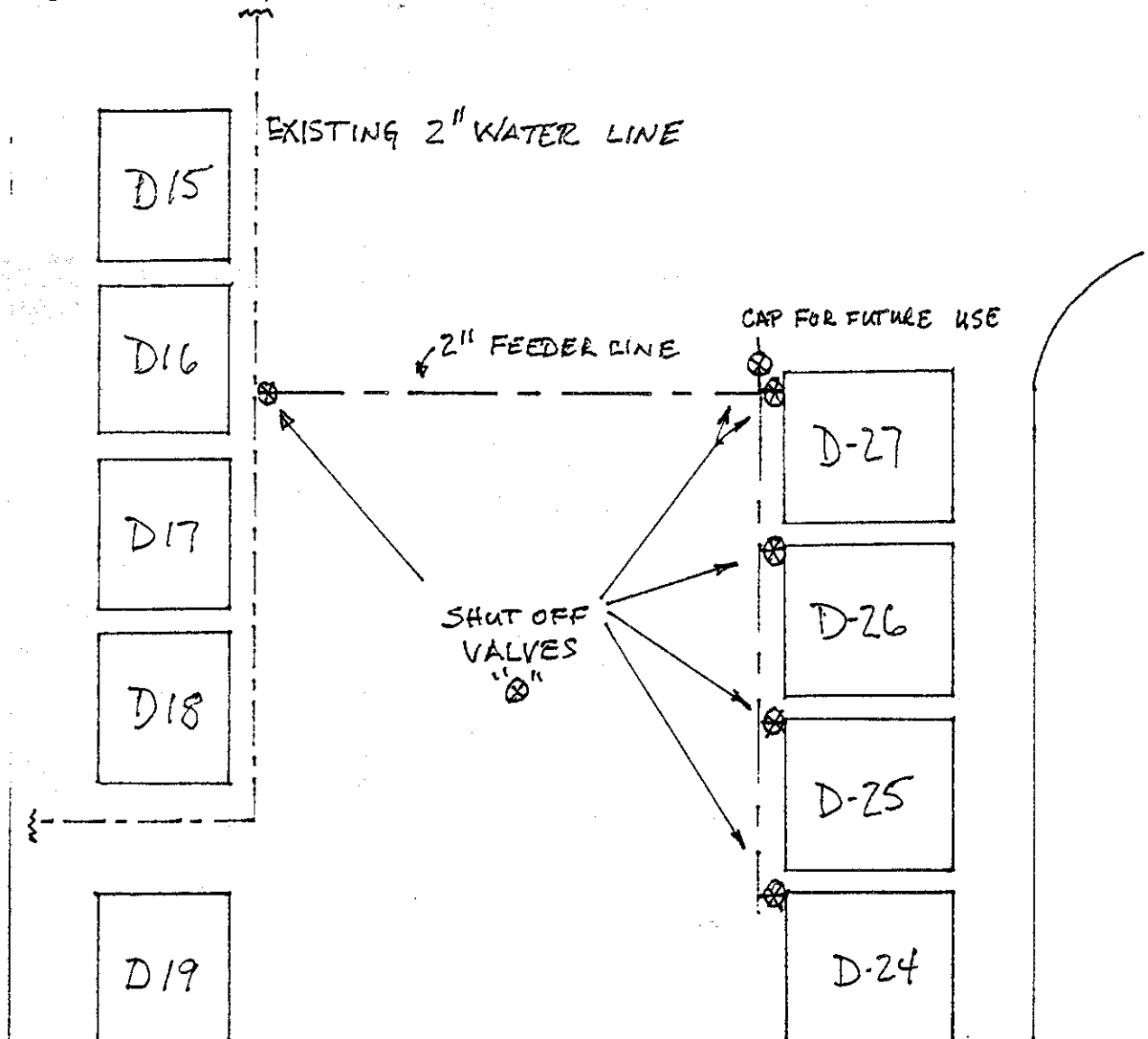
D-27 [Signature] Date 11 June 000

RECEIVED
6/19/00
JH

WATERLINE REQUEST

EXHIBIT "A"

Installation shall be in accordance with applicable City, County and State codes. Undersigned leasehold owners assume all liability and responsibility for the installation. Shutoff valves will be installed at the 2-inch line tap feed line as well as at each hangar tap. The feed line shall be 2-inch potable water pipe. The feed line will tap the existing 2-inch water line at a point adjacent to the southwest corner of hangar D-16, run in a southeast direction to a point near the northeast corner of hangar D-27 thence from a "T" southwesterly behind hangars D-27, D-26, D-25 and D-24. The "T" will include a shut off valve and capped line available for future extension towards the northeast. (proposed hangar area D-28, etc)



07July2000

PRIVATE HANGAR SEWER LINE PROPOSAL

SEWER LINE

The leasehold owners of Hangar lots D-14, 15, 16, 17, 18, 19, 24, 25, 26, 27, and lots D-28, D-29, D-30, D-31, and D-? (the lots being considered for future development) propose to construct a sewer line to enable sanitary facilities to be constructed in these hangars. Sanitary facilities were authorized by the Airport Authority in the spring of 1998.

The entire cost of this project will be borne by the leasehold owners of the lots who choose to connect to the sewer line. The cost will be shared equally and equal costs will be maintained for all leasehold owners until all 14 (15) lots are connected to the system. The total cost or the number of participants has not been determined at this time.

The Airport Authority will own the system once it is completed.

The Peachtree City Water and Sewage Authority supports the design of the system. A civil engineer recommended by the Water and Sewerage Authority is currently designing the system. Final drawings will be available in a few days.

Permission to tap the public sewer line has been obtained and the tap fee has been agreed upon.

WATER LINE

The hangers listed above will need to tap the existing water line that runs behind D-14, 15, 16, 17 and D-18. Provisions for determining the cost of each tap is covered in an existing agreement.

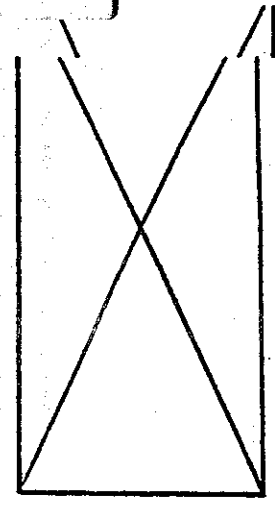
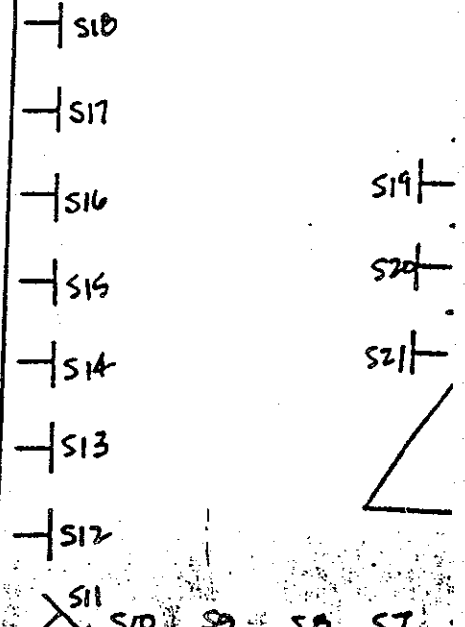
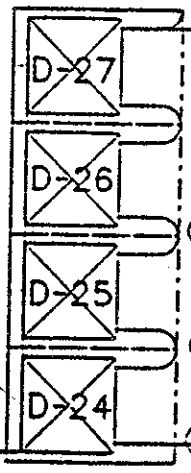
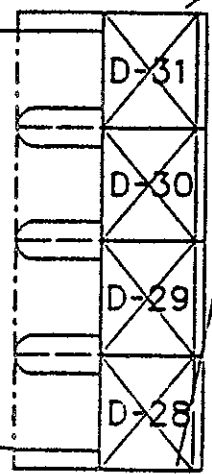
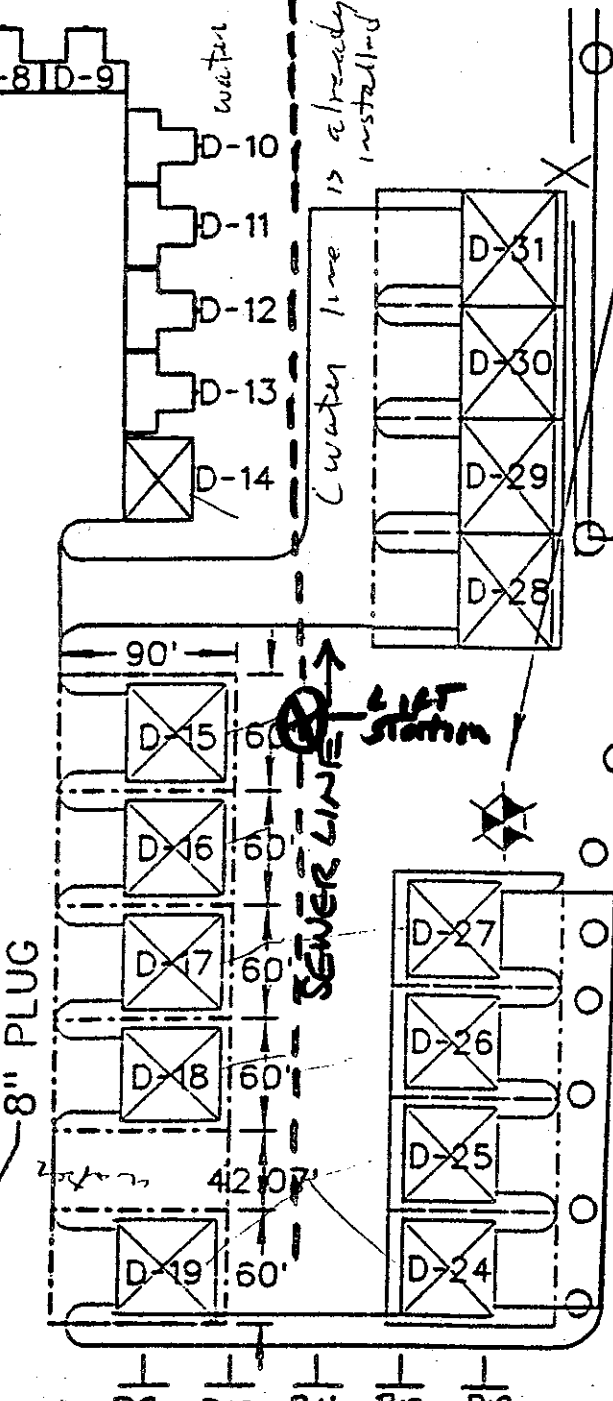
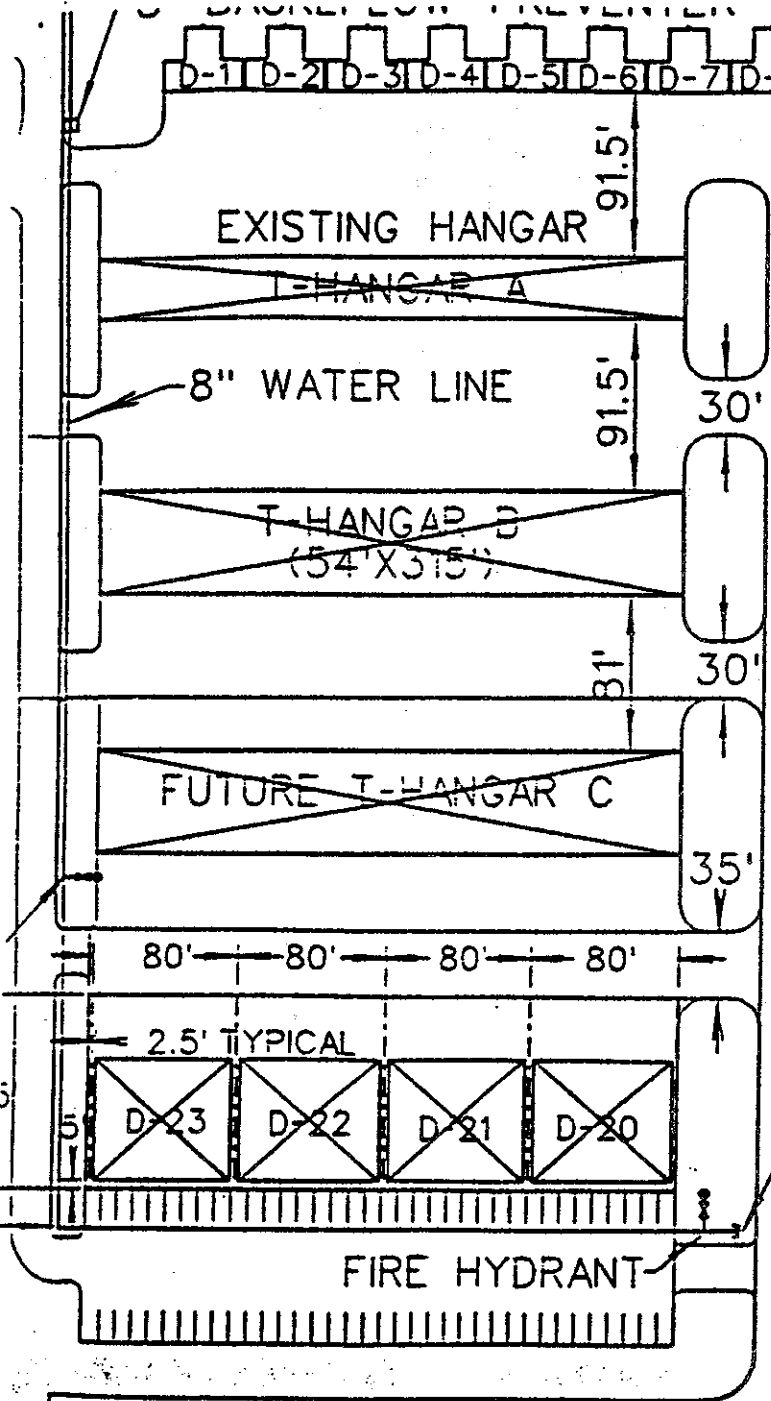
COST-SHARING AGREEMENT

An agreement between the above leasehold owners and the Airport Authority will need to be drafted to address the cost-sharing elements of this proposed water and sewer project.

Thank you,


Jerry Cobb

Public Manhole



FIRM NAME AND ADDRESS
METRO INDUSTRIAL SERVICES, INC.
 8000 WINDSORVE ROAD SUITE 88
 RIVERDALE, GEORGIA 30274
 PHONE (770) 998-6168
 FAX (770) 998-8236

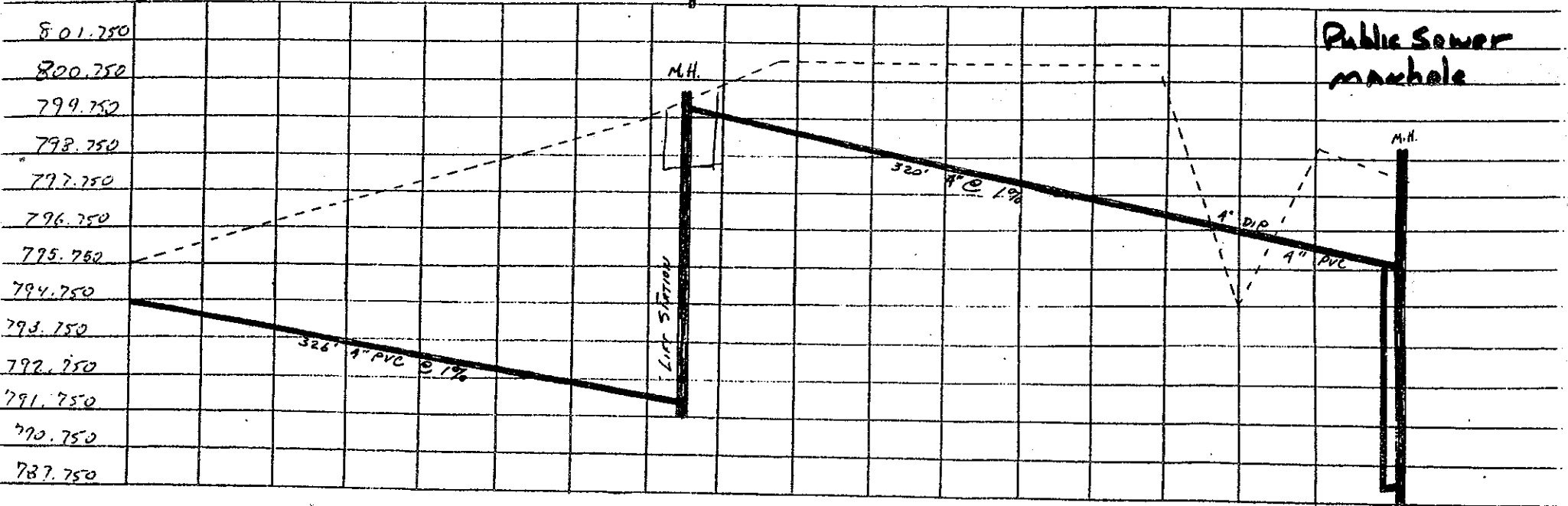
THIS DRAWING, AS AN INSTRUMENT OF SERVICE,
 IS AND SHALL REMAIN THE PROPERTY OF
 METRO INDUSTRIAL SERVICES, INC. AND SHALL
 NOT BE REPRODUCED, PUBLISHED OR USED
 IN ANY WAY WITHOUT WRITTEN PERMISSION.

PROJECT NAME AND ADDRESS
PEACHTREE CITY AIRPORT AUTHORITY
 7 FALCON DRIVE
 PEACHTREE CITY, GEORGIA 30269

| | | | |
|-------|----------|-------------|---|
| DATE | 8/15/00 | DRAWING NO. | 2 |
| SCALE | AS NOTED | OF 2 SHEETS | |

Rep
 D-19

LIT station
 Behind D-15



PEACHTREE CITY AIRPORT AUTHORITY

RECORD OF ATTENDANCE AS OF:

July 31, 2000

| Members | Regular Meetings Last 12 Months | Meetings Attended | Regular Attendance % | Special Called Meetings Last 12 Months | Special Called Meetings Attended | Total Attendance % |
|---------------------|---------------------------------|-------------------|----------------------|--|----------------------------------|--------------------|
| David M. Good | 12 | 11 | 92% | 2 | 2 | 93% |
| Susan M. Cates | 12 | 7 | 58% | 2 | 2 | 64% |
| Mark G. Bunker * | 7 | 7 | 100% | 1 | 1 | 100% |
| Catherine M. Nelmes | 12 | 12 | 100% | 2 | 2 | 100% |
| H.E. Buffington | 12 | 11 | 92% | 2 | 2 | 93% |

* New member as of 1/1/00

| Members | Dates Absent | Type |
|---------------------|--------------|---------|
| David M. Good | 10/6/99 | Regular |
| | | |
| | | |
| Susan M. Cates | 1/12/00 | Regular |
| | 3/8/00 | Regular |
| | 6/28/00 | Regular |
| | 9/1/99 | Regular |
| | 12/8/99 | Regular |
| Mark G. Bunker | | |
| | | |
| | | |
| | | |
| Catherine M. Nelmes | | |
| | | |
| | | |
| | | |
| H.E. Buffington | 8/3/99 | Regular |
| | | |
| | | |
| | | |

| Meeting Dates | Type |
|---------------|---------|
| | |
| 1/12/00 | Regular |
| | |
| 2/9/00 | Regular |
| | |
| 3/8/00 | Regular |
| 3/22/00 | Special |
| 4/12/00 | Regular |
| | |
| 5/17/00 | Regular |
| | |
| 6/28/00 | Regular |
| | |
| 7/12/00 | Regular |
| | |
| | |
| 8/3/99 | Regular |
| | |
| 9/1/99 | Regular |
| 9/27/99 | Special |
| 10/6/99 | Regular |
| | |
| 11/10/99 | Regular |
| | |
| | |
| 12/8/99 | Regular |
| | |
| | |