

Peachtree City Airport Authority (PCAA)
Regular Meeting Agenda
Thursday, August 8, 2013
Aviation Center, Atlanta Regional Airport Falcon Field
7:00 p.m.

I. CALL THE MEETING TO ORDER

II. APPROVAL OF MINUTES

July 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- Hope Macaluso, A.A.E.

IV. FINANCIAL REVIEW

Aviation Director-Bryan LaBrecque

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

03-13-01 The Great Georgia Air Show Presentation – Angie Faulise, GGAS
Director

03-13-02 Ground Lease Renewal Negotiation Guidelines

VII. 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, August 8th, 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 and Alternate – Joe Woods. Aviation Director – Bryan LaBrecque, Airport Manager –Hope Macaluso, A.A.E., and Airport Attorney– Doug Warner.

I. CALL THE MEETING TO ORDER

Richard Whiteley called the meeting to order at 7:03 p.m.

II. APPROVAL OF MINUTES

Bill Flynn made a motion to approve the July Minutes, seconded by George Harrison. Motion Carries, 4/0.

III. REPORTS

Airport Safety & Operations - George Harrison

George Harrison mentioned the safety pamphlet put together by a number of tenants for typical traffic awareness at the airport to provide additional awareness for transient and tenant traffic. He hoped the pamphlets would be distributed soon.

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 (Not Present)

George Harrison noted that Bill Rial was assisting in the development of the tenant organized safety pamphlet.

Marketing – Skip Barnette

Skip Barnette noted the upcoming airshow and stated it could be good press for the airport.

Operations – Airport Manager, Hope Macaluso

Hope mentioned that the funds for the Runway 13-31 Overlay and Apron Crack Seal, 18B GIS Survey, Threshold Siting, and Exhibit A (property map) , Design Services for Fencing, Clearing/Grubbing and Apron Overlay are expected to be released by the end of the week. Hope stated she had reminded our engineer that we cannot be closed during Labor Day weekend for the NASCAR race and must be reopened prior to the Air Show, otherwise we needed to delay the overlay until after the Air Show. She continued on and mentioned the airport purchased a 2003 Ford F150 from the City of Peachtree City for \$2759. The purchase was to replace the 1997 Ford F150 used by Airfield Maintenance. She stated they would either surplus the 1997 F150 or repair and keep it, depending on the cost of repair. Hope reminded the board about the continued issues with the air conditioning units in the FBO. The two units for the lobby and some of the offices are the original 1996 units and have been repaired many times. To replace the two units and correct the zoning, it would cost around \$18,000. Hope mentioned the airport had hired a replacement for Ryan Greer. Ian Cutting is our new part time lineperson. Ian has his private pilot's license and is a pilot candidate in the USAF Reserve for the F-16. She also mentioned the playground was undergoing some updates. Our maintenance department has removed the old jungle gym and the sand. We have been communicating with Ann Cobb on what she would like to see go into the playground. It is work in progress. On August 1, Mike Melton attended Excelling as a Manager or Supervisor seminar. Danny Sorrells and Jeremy Toney are scheduled to attend the same training on September 9. Mike Melton mentioned the recent activity with ACE Camp and the aviation awareness program that some of the local businesses sponsor, introducing students to flying as a potential career path.

IV. FINANCIAL REVIEW - Aviation Director - Bryan LaBrecque

Bryan noted an overall small improvement on the previous month.

Revenue Highlights:

The FBO Hangar being almost at capacity was a driver as well as some of the T-Hangar rentals. Jet A fuel sales were \$2,700 lower than planned. Richard Whiteley briefly asked if the sales were weather related to which Bryan responded that some of it was. AV gas volume did not reach budget by 600 gallons but was an improvement over July.

Overall revenue was 2.1% better than planned.

Expense Highlights:

Travel budget was up due to a miss in the budget, the accounts need to be split out to Travel/Entertainment and Training as opposed to the combined line items currently in place. Storm Water credits still a concern but should be worked out shortly.

Expenses were over budget by 1.7% .

Net Operating Income Highlights:

Net Operating Income for the month was \$ 9,147 versus budgeted NOI of \$ 9,238 – a shortfall of \$ 91. Bryan noted that the airport was carrying around \$7,500 in bad debt due mostly to the G2 in area C. Cash Position:

Cash position was reported by Bryan to be strong but down to approximately \$814,000. Some of the reason for this shortfall were the result of payments due by tenants.

Forward look:

August is looking like it could be a good month for fuel sales. Bryan mentioned that the budget planning is moving along and would have a draft to the board before the September meeting.

Richard asked about the balance sheet and the money in the reserve fund, specifically if there were any opportunity to earn interest on that account. Bryan stated that it had been explored before but that interest rates were so low at this point that it was not worth exploring.

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

03-13-01 The Great Georgia Airshow Presentation – Angie Faulise, GGAS Director

Angie gave a presentation of the upcoming events highlighting the new approach to the airshow since military would not be present this year. Slated for October 11th, 12th and 13th of 2013 there will be a first ever “Night Show” Friday the 11th . She mentioned new attractions such as a monster truck, skydiving wind tunnel and zip lining. In addition to the new event over 20 plus performers would be participating with an event filled weekend. Richard asked how many of the 10k tickets sold so far were from the groupon to which Angie responded not totally sure just yet. George asked if the airshow had been working closely with the airport. Angie responded that she had been working with Bryan, Hope and Mike on the details and working together on other safety concerns as well. Bryan also noted that the team had spent a great deal of time working with the airshow to insure a safe and successful event. George asked about the addition of a hot air balloon and if it would be tethered. Angie reassured the board that the balloon would be tethered. Richard asked if there would be any military and Angie noted that they had booked military but that unless things changed there would be none. Skip asked if there was any

local participating airlines and Angie responded that not as of yet. Richard commented that the airport was glad the airshow was back. George asked if there was anything the airport could do for the airshow at this point. Angie stressed the need for volunteers and additional parking. Overall both the airshow and the airport were looking forward to a safe successful show.

03-13-02 Ground Lease Renewal Negotiations Guidelines

George asked Bryan when the next lease was to expire. Bryan responded that the next land lease to expire was almost three years out. George stated that a discussion this far out was not productive and suggested that the subject should be addressed closer to the expiration dates. Bill Flynn stated that each contract would be addressed individually as the lease expired between the tenant and the airport. Bill Flynn made a motion to honor existing contracts as originally written. Richard clarified that Bill was making a motion to honor existing contracts and questioned whether there was ever intent to not honor the contracts as written to which the board responded, no that was not the intent. Motion seconded by George Harrison. Motion Carries 4/0

VII. Adjournment

Bill Flynn made a motion to adjourn the meeting which was seconded by George Harrison. Motion Carried 4/0. Time 7:44pm (local)

Attest

Richard Whiteley, Chairman