

**PEACHTREE CITY AIRPORT AUTHORITY
MINUTES OF MEETING**

August 9, 2000

The August meeting of the Peachtree City Airport Authority, was held at the Aviation Center, Peachtree City-Falcon Field Airport, on August 9, 2000, at 7:00 p.m.

Those present were Secretary/Treasurer H.E. Buffington; Members Catherine M. Nelmes and Mark G. Bunker; Airport Manager James H. Savage; Assistant Manager Andrew Bolton; and Authority Attorney Stacy S. Collins.

Authority Chairman David M. Good and Member Susan M. Cates were absent.

I. ANNOUNCEMENTS

None.

II. APPROVAL OF MINUTES

A motion to approve the minutes of the July 12, 2000, meeting as presented, was made by Ms. Nelmes and seconded by Mr. Bunker.

The motion passed unanimously.

III. REPORTS

1. Airport Manager - Mr. Jim Savage

Mr. Savage presented the following report:

AIRPORT MANAGER'S REPORT - AUGUST 9, 2000

1. On the night of July 20, 2000, a brief thunderstorm blew through the airport at about 9:00 p.m. A Cessna 150, N6486S, operated by Peachtree Flight Center was blown over during the storm. The aircraft sustained damage to its right wing, engine, propeller, and vertical stabilizer. The aircraft is being rebuilt by the flight school and should be returned to flight status soon. The aircraft was unattended at the time and apparently was improperly tied down. While other aircraft were moved about on their moorings, no other damage has been reported.

2. On Saturday, July 30, lightning from a thunderstorm damaged both the Localizer and Distance Measuring Equipment (DME) that comprise the major components of our primary instrument approach system to the airport. Efforts to get our facility maintenance technician to repair the equipment in a timely manner have been largely unsuccessful. The system has been NOTAM'd inoperative since the morning of July 30th, which has resulted in at least one jet aircraft having to divert to another airport due to the minimums for the back-up approach (NDB) being higher than the actual weather.

Mr. Miller did arrive yesterday, August 8th and apparently began work on the repairs, but as this report was prepared, the system was still inoperative.

We renew our contract in October of each year, so I will soon be preparing a "Request For Proposals" seeking bids from all qualified maintenance technicians in the area for this service. I intend to specify a minimum response time for equipment outage repairs that is not part of our current contract.

3. As I stated in my memo of August 3, 2000, I have circulated an "Invitation for Bid" for the surplus aircraft parts, tools and accessories.

It is still my opinion that the Authority should set a minimum bid price for all of the "ASSETS" and for all of the "PARTS" as described, so that should we receive bids that exceed those minimums, we can sell the components to the highest bidder without further action by the Authority.

In reviewing the state "Sunshine Laws" with the City Attorney, Mr. Rick Lindsey and with Ms. Stacy Collins of Doug Warner's office, it appears that my desire for the Authority to set minimum prices for these items in an Executive Session would be contrary to the law. I had hoped to prevent influencing possible bids prices by withholding the Authority's "minimums" until after the bids were received, but before the bids were opened, thus allowing the market, rather than the Authority, to influence bid prices.

Since I have been authorized to sell the components but was unable to receive bids prior to this meeting as originally intended, it is my recommendation that the Authority members contact me on an individual basis prior to the bid opening to discuss this issue. I will provide you with my recommendation for a minimum bid price and if there is a consensus among those that have contacted me prior to the bid opening, I will announce that consensus number just prior to bid opening. If there is no consensus, you may wish to consider using an average of the numbers submitted by the Authority members as the minimum bid price.

For clarity, you may wish to take a formal vote on this issue authorizing me to act in your behalf as outlined above.

If no bids are received that meet or exceed the minimum bid price established, I recommend that we consider an auction to sell the components on an individual basis at a later date.

Following Mr. Savage's report, Ms. Nelmes indicated that she understood the need to determine a minimum bid price for the goods to be sold, prior to opening the bids, but even if the "consensus" idea met the letter of the law, she was uncomfortable with the possible negative perception of the concept and preferred to authorize the Airport Manager to set the minimum price based on fair market value.

Mr. Bunker and Mr. Buffington agreed.

Ms. Nelmes moved to authorize the Airport Manager to set the minimum prices for the aircraft maintenance "Assets" and "Parts" offered for sale based on their fair market value, and to announce said minimum prices after the bids have been received, but prior to bid opening. Mr. Savage would also be authorized to act on behalf of the Authority for the sale to the highest bidder(s), provided said bid prices exceeded the minimum prices established. Should no bid exceed the minimum prices established, the Authority will review the process of conducting an auction to sell the components on a piece by piece basis and establish a date for said auction.

The motion was seconded by Mr. Bunker and passed unanimously.

2. Wilbur Smith and Associates - Mr. Steve Smith

Mr. Smith reviewed for the Authority and the public present, a cost summary for the South Hangar Area Development - Phase 2 and Phase 3 projects. He indicated that the FAA and State Department of Transportation have agreed to the modifications to the original plan and have given the OK to proceed with the project under an amended AIP 11 grant.

He also indicated that even though Flanders Construction, the low bidder for Phase 2, had submitted "additive alternative bids" for the Phase 3 work, WSA had estimated the Phase 3 costs to be higher than the bid amount, making the conservative assumption that the new AIP 12 grant will not be issued in time for Flanders to do the work as an addition to Phase 2, and at the same prices.

If that is the case, according to Mr. Smith, it will be necessary to seek new bids for the Phase 3 work. Depending on FAA funding availability, the new AIP 12 grant could be funded with FY 2000 "fallout" money which would be available prior to October 1, 2000. If the funding comes from FY 2001 money however, the funds would not likely be available until December or January. The FAA and State DOT have both indicated that funds will be made available for the Phase 3 project, but exactly when has not been determined at this time.

Following discussion, Ms. Nelmes offered the following motion, which was seconded by Mr. Bunker.

Move that the Chairman be authorized to seek additional FAA funds for the completion of Phase 2 of the South Hangar Area Development Project (AIP 11); accept all grants offered; and execute all contracts and documents necessary to complete Phase 2 of the project.

Be it further moved, that the Chairman also be authorized to seek FAA and State DOT funding for Phase 3 of the project (AIP 12); to accept all grants offered; and to execute all contracts and documents necessary to complete the additional phase."

The motion passed unanimously.

Due to time constraints on the part of the Wilbur Smith and Associates (WSA) representatives, Ms. Nelmes asked that the following agenda item be considered next:

00-08-03 "Hear public comments on Airport Master Plan"

Hearing no objection, Acting Chairman Buffington asked for any comments on the Airport Master Plan. Mr. Savage stated that he had received several questions regarding the inclusion of a turf runway parallel to the existing runway, since previous CIP requests had included the cost of building such a runway.

Ms. Nelmes and Mr. Smith both stated that building such a runway was a very low priority with the FAA and that the only way it would be considered was if the current runway was capacity limited due to a heavy volume of traffic.

Furthermore, because the new Airport Master Plan calls for making the existing runway a precision approach runway, a turf runway would have to be located at least 3,000 feet away for IFR separation. Since no property is available for such development and because the cost of maintaining such a runway would be very high for the expected use it would get, both recommended that it not be included in the master plan.

After a few questions regarding minor issues, Mr. Mark Counts of WSA indicated that the next step was to present the forecast to the FAA for approval, and once approved, then the Authority should hold additional public hearings for input prior to adoption.

No formal actions were taken.

IV. FINANCIAL REVIEW

Mr. Savage presented the financial report for the month of July, offering explanations for the areas where expenses exceeded the monthly budgeted amounts. The simple answer was that jet fuel sales for the month of July were less than half of that budgeted, and expenses relating to the termination of the aircraft maintenance operation of \$5,476, combined to create a net ordinary loss of \$8,280, versus the budgeted net ordinary income of \$2,183.

Net cash flow for the month was calculated to be a negative \$5,580 versus the budgeted amount of a positive \$2,169. Ms Nelmes asked if any additional outstanding aircraft maintenance expenses remained and Mr. Savage stated that he believed that all such items have been identified and paid.

V. OLD AGENDA ITEMS

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

Mr. Savage gave a brief review of the Authority's request from the last Authority meeting, for him to 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.

Mr. Bunker moved that the Authority adopt as policy that it will consider any reasonable proposal for the private development of any airport land, provided that it is consistent with the Airport Master Plan; that the proposal is submitted in writing; that it be submitted for inclusion on the Authority's meeting agenda in compliance with its established agenda policy; and that the Authority will accept, modify, reject or delay action on the proposal as it may deem necessary to act in the best interest of the airport. The motion was seconded by Ms. Nelmes.

Mr. Jim Toombs rose from the floor to ask that the Authority consider adding language that should the Authority reject a proposal, but that within a specified time period (perhaps 3 months) if a "similar" proposal was offered by another party, the first party would be given equal time for reconsideration.

A lengthy discussion followed with opinions being given by many, including Ms. Collins on the legal issues. It was the consensus of the Authority that no modification was necessary and the motion passed unanimously. It was agreed as a related topic that all efforts will be made to publish the agenda at least one week prior to the meeting, including the Authority's web site if possible.

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

As the spokesman for the group of hangar owners in Hangar Area "A", Mr. Jerry Cobb gave a brief review of his proposal to install a sewer line and lift station to serve up to 15 hangars located in the area.

Mr. Savage reviewed the proposed contract and recommended that the Authority approve the Sewer System Cost-sharing Agreement as presented, with the one-time management fee being established as \$200 per unit and the initial user fee being set at \$120 per unit.

After discussion Mr. Bunker moved to accept the contract as proposed, including the recommended fees and to authorize the Chairman to execute the documents necessary to complete the project.

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

VI. NEW AGENDA ITEMS

00-08-01 Consider request from Enterprise Rent-A-Car to build a car wash facility near their office.

Mr. Savage reviewed the proposal presented by Enterprise including color photographs of a similar facility at another location. It was his recommendation that the Authority require a separate water meter for the facility and asked if the Authority had considered requiring any modifications to the proposal?

Hearing none, Mr. Bunker moved to authorize the Chairman and the Airport Manager to negotiate a lease agreement with Enterprise Rent-A-Car to build a car wash as proposed, said agreement should be similar to the recently approved sewer agreement, except that the facility must have its own water meter and that the negotiated agreement must be brought back to the Authority for final approval.

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

00-08-02 Ratify office lease with Perspective Aviation Design.

Mr. Savage reviewed the agreement and advised the Authority that he had signed the agreement with Ms. Kimberly Thornburg the afternoon of the meeting, subject to ratification by the Authority. The lease became effective on August 1, 2000, and that the first payment had been made in full.

Mr. Bunker asked if it was a standard agreement at standard rates, and Mr. Savage assured him that it was and the agreement had been reviewed by Mr. Warner's and found to be proper.

Mr. Bunker moved to approve the agreement as submitted which was seconded by Ms. Nelmes.

The motion passed unanimously.

VII. EXECUTIVE SESSION

At 9:04 p.m., Acting Chairman Buffington indicated that he knew of no items for Executive Session and called for a motion to adjourn. Mr. Bunker so moved.

Ms. Nelmes seconded the motion and it passed unanimously.


Attested by:


H.E. Buffington, Secretary/Treasurer

PEACHTREE CITY AIRPORT AUTHORITY

RECORD OF ATTENDANCE AS OF:

August 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	10	83%	2	2	86%
Susan M. Cates	12	6	50%	2	2	57%
Mark G. Bunker *	8	8	100%	1	1	100%
Catherine M. Nelmes	12	12	100%	2	2	100%
H.E. Buffington	12	12	100%	2	2	100%

* New member as of 1/1/00

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

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
8/9/00	Regular
9/1/99	Regular
9/27/99	Special
10/6/99	Regular
11/10/99	Regular
12/8/99	Regular