

Peachtree City Airport Authority (PCAA)
Regular Minutes
Thursday, September 7, 2011
Aviation Center, Peachtree City-Atlanta Regional Airport
7:00 p.m.

I. CALL THE MEETING TO ORDER

Richard Whiteley called the meeting to order at 7:00 p.m.

II. APPROVAL OF MINUTES

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

III. REPORTS

Airport Safety & Operations - George Harrison.

George Harrison reported that he has heard no complaints or comments from tenants since the last Authority meeting, but suggested there may be value in devising a method of enabling easy contact between tenants and airport management, so tenants can voice opinions and/or concerns. He stressed the importance of the open flow of communication between the airport and tenants. Bryan LaBrecque stated that one of the ways the airport was making an effort to effectively communicate with tenants is with a message board that will be located at the tenant gate on Leo Giles Way. He said that the airport has already purchased an enclosed message board that will have fuel prices, newsletters, and other information posted on it. He added that he was working on finding a local Boy Scout troop to build a covered enclosure for the board to be housed under. After that is complete, it will be erected at the tenant gate.

Finance & Capital Budgeting - Bill Flynn

Bill Flynn reported that the 2012 Budget has been completed, and that he will let Bryan report on the details of that, and on the August financial report. He added that August was a good month in terms of fuel sales and revenues.

Tenant & Community Relations - Bill Rial

Bill Rial stated that he did not have much to report, but did repeat his concerns about the taxiway centerline being off center at one particular stretch near the north end of the taxiways. Bryan stated that with the upcoming plans to overlay the runway in 2012 and future plans to eventually re-pave the ramp, it would not be feasible to ask for funding from the FAA/GDOT to re-stripe that particular area of the taxiway at this time. He

added that when the time comes to re-pave other areas of the ramp and runway, then it would be possible to remedy the center line issue.

Marketing - Zaheer Faruqi

Zaheer Faruqi reported that he would be in contact with Jillian O'Connell to work on marketing efforts, such as working on the website.

Operations – Interim Airport Manager, Jim Savage

Jim Savage reported that all paintwork on the Toybox has been completed, and the next step in improving the Toybox is replacing a number of windows that have trapped condensation between the panes. He stated he has received some quotes for replacing the windows and work will begin soon. Jim reported that the ODAL system continues to have problems with bulbs firing out of sequence. He stated he has contacted TCA to assess and remedy the problem, but stated that it may end up being the case that the entire system needs to be replaced. Regarding the upcoming Air Show, Jim reported that over the next two weeks he will be working closely with the line crews to move tied down aircraft over to the field adjacent to the FBO, and with other preparations. He reported that all employees have been working very hard to prepare for the Air Show by cleaning the FBO hangar, landscaping, moving aircraft, etc.

IV. FINANCIAL REVIEW - Interim Aviation Director - Bryan LaBrecque

Bryan LaBrecque reported that August was a good month for fuel sales, with both AvGas and Jet gallons sold exceeding budgeted numbers. He pointed out that the airport's profits have been improving month over month for the last four months, and stated he expects the trend to continue with the implementation of such things as cost-cutting efforts, recent fuel price re-structuring, and marketing efforts. Bryan reported that the upcoming weeks would be very busy with the Cessna 120/140 Fly-in scheduled for the last week in September, and the Air Show October 8 and 9. He commended Jim Savage and Jillian O'Connell for working hard to ensure the airport is ready for these events.

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

09-11-01 Discuss 2012 Budget

Bryan reported that with the collaborative efforts among airport staff members, the 2012 Budget was complete. Some of the main changes made are; restructuring and lowering

of management salaries, cutting costs, re-defining where certain items are placed in the budget (such as maintenance items, utility items, etc.). He added that he has increased the budget for employee salaries (line crew, customer services reps), and has allowed room for a bonus program as well.

Bill Flynn made a motion to adopt the proposed 2012 budget, seconded by George Harrison. Motion carries, 4/0.

09-11-02 Appointment of Aviation Director for the Atlanta Regional Airport

Bryan announced that he was honored to have been chosen as the Aviation Director for Atlanta Regional Airport. He stated that he is looking forward to working with all the employees and tenants to continue to improve the airport. Bryan said over the next several weeks he would be making his way around the entire airport to meet each tenant.

George Harrison made a motion to appoint Bryan LaBrecque as Aviation Director as of October 1, 2011. Motion was seconded by Bill Rial. Motion carries, 4/0.

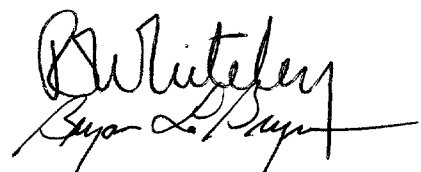
VII. EXECUTIVE SESSION

Richard Whiteley made a motion to enter into Executive Session to discuss personnel, land acquisition, and to seek legal counsel, seconded by Bill Flynn. Motion carries, 4/0. Time: 8:25.

Bill Rial made a motion to enter back into Public Session, seconded by George Harrison. Motion carries, 4/0. Time: 9:20.

VIII. ADJOURNMENT

Bill Flynn made a motion to adjourn the meeting, seconded by Bill Rial. Motion carries, 4/0. Time: 9:25

Handwritten signatures of Richard Whiteley and Bryan LaBrecque.

PEACHTREE CITY AIRPORT AUTHORITY
FINANCIAL SUMMARY

	<u>Aug 2011</u>	<u>Sep 2011</u>	<u>Oct10-Sep11</u>
4022 - Fuel Sales Jet	86,316.03	85,461.89	785,139.17
Profit - Jet Fuel	24,376.82	22,405.80	220,447.90
Proft % - Jet Fuel	28.2%	26.2%	28.1%
Jet Gallons Sold	17,442	17,139	173,543
4023 - Fuel Sales Avgas	53,619.96	45,815.87	527,540.69
Profit - Avgas	8,728.08	6,943.45	88,041.86
Proft % - Jet Fuel	16.3%	15.2%	16.7%
Avgas Gallons Sold	9,368	8,284	102,849
Hotel/Motel Tax Income	8,000.00	9,915.00	113,189.00
OPERATING PROFIT/(LOSS)	<u>19,528.76</u>	<u>9,705.48</u>	<u>125,786.08</u>
CASH BALANCE	788,714.05	815,816.70	