

**PEACHTREE CITY AIRPORT AUTHORITY
MINUTES OF MEETING**

October 6, 1999

The October meeting of the Peachtree City Airport Authority, was held at the Aviation Center, Peachtree City-Falcon Field Airport, on October 6, 1999, at 7:00 p.m.

Those present were: Chairman Robert B. Patterson; Members: H.E. Buffington, Susan M. Cates, and Catherine M. Neimes ; Airport Manager James H. Savage; Recording Secretary Clair I. Ford; Director of Maintenance R. Dale Donegan; and Authority Attorney Douglas B. Warner.

Member David M. Good was absent.

I. ANNOUNCEMENTS

None.

II. APPROVAL OF MINUTES

A motion to approve the minutes of the September 1, 1999, and September 27, 1999, meetings as presented, was made by Ms. Neimes and seconded by Mr. Buffington.

The motion passed unanimously.

III. REPORTS

1. Airport Manager - Jim Savage

Mr. Savage presented the following report:

AIRPORT MANAGER'S REPORT - OCTOBER 6, 1999

1. I am happy to report that we have received grants from both the FAA and Georgia DOT for Phase II of the taxiway and taxilane project for Hangar Area "B". Total allocation, including land reimbursement for our local share, is for \$513,583.00. This includes sufficient funds to update the Airport Master Plan, acquire the additional 2.13 acres of land for the project and to build taxiways for lots B-6 through B-10. We are awaiting a printed copy of an appraisal on the 2.13 acres, but have been told by the appraiser that we can expect it be \$35,000 per acre. I have mailed Pathways Communities a formal offer to purchase the land at a total price of \$77,350.00, which is included in the FAA grant. Once we have title to the land, we will begin construction which we hope will be within the next two weeks.

It will be necessary to approve the contract with the Georgia DOT at this meeting and authorize the Chairman to sign same.

2. Chairman Patterson has met twice with Jim Pace of Group VI regarding the roof leak problems and the HVAC problems at the Aviation Center. We have been promised an independent review by a "non-interested" professional, but at this writing we have not seen such a person and the problems remain.
3. We have converted our internet access to Newnan Utilities which will be hosting our web site soon. While the fiber optics is suppose to be much faster and cheaper, our experience so far has been that it is at least cheaper, by some \$1,000 per month, but for the moment much slower than the ISDN line we had before.

They have been unable to configure the NT system to operate at the speeds they claim possible and our e-mail addresses have yet to be switched to the new host, but we are working on them to provide what they have promised.

4. Recently, I spoke with Mark Counts of Wilbur Smith and Associates regarding the preliminary work on the Airport Master Plan update. He would like to meet with us on October 21, 1999 at 10:00 a.m. to begin the process. I know Ms. Nelmes has expressed interest in participating in this process and I invite all members who have the time to join us.
5. Finally, I will be taking a couple of long weekends starting this coming Friday, first to visit my mother and second to watch my daughter play soccer. The NBAA Conference and static display will be in Atlanta next week, which I will attend at least one day, and later in the month I will be attending the Georgia Airports Association conference at St. Simons Island. This is the same conference that we hosted last year and while its not Peachtree City, somebody has to go. I will most likely turn that visit into a long weekend as well by continuing on to Charleston.

2. Airshow Committee - Tom Barnes

Col. Tom Barnes of the Confederate Air Force gave the Authority a complete recap of the recent airshow, including the many favorable comments from the public on the event, and his plans for resolving many of the organizational problems that surfaced during the event. He outlined his efforts to attract a variety of different airshow performers for "Wings Over Dixie 2000" that might include the Canadian Air Force demonstration team the "Snowbirds." He assured the Authority that many of the reoccurring problems seen during the 1998 and 1999 airshows would be corrected prior to the fall of 2000.

Col. Barnes stated that the Confederate Air Force, Fayette Youth Protection Home and the Air Boss Ed Foster would share in the some \$100,000 in anticipated profit. He also stated that it was his understanding that the Peachtree City Kiwanis Club, and the many civic organizations that worked with them, made over \$50,000 in food and beverage sales for the two days.

Chairman Patterson and several members of the Authority agreed that the show was well received by the public, but wanted assurance that the organizational problems would be corrected prior to next year and that the extraordinary expenses incurred by the airport for the event would be reimbursed by the airshow organizers.

Mr. Savage reviewed his concerns regarding several issues that arose during the event, which are outlined in a memo to the Authority. That memo is attached and made a part of these minutes.

IV. OLD AGENDA ITEMS

None.

V. NEW AGENDA ITEMS

99-10-01 Consider approval of the use of the airport for an airshow in the fall of 2000.

The Authority continued discussions regarding the airshow expressing a general consensus that they wished to continue with the event. Ms. Neimes suggested that any motion to approve an event for the year 2000 should include a provision that the Authority be reimbursed for all extraordinary expenses incurred in supporting such an event.

Chairman Patterson offered a motion, which was seconded by Ms. Cates, to approve the use of the airport for a "Wings Over Dixie 2000" airshow for the fall of the year 2000, provided that the airshow organizational problems previously identified are corrected and that all extraordinary expenses incurred by the Authority in support of the event are reimbursed from the event's proceeds.

The motion passed unanimously.

99-10-02 Consider FY 2000 Operating Budget, set new lease rates and FBO hours of operation.

Chairman Patterson asked Mr. Savage to review his proposed operating budget for the first six months of Fiscal Year 2000. A lengthy explanation followed, including a line-by-line review of the changes that had been requested by the Authority during its budget workshop held on September 27, 1999. The members requested clarification on certain matters, including some of the assumptions made on rate increases to hangar tenants and ground lease tenants.

Mr. Savage explained that the proposed budget included a 15% increase in the lease rates for all Port-A-Port hangar owners, T-hangars tenants and FBO hangar tenants as recommended by the Authority during the workshop. Private hangar tenants with long term leases would receive a CPI adjustment to their lease rates calculated from the Consumer Price Index for July, 1998 to July 1999 as specified in their ground lease agreements.

He further explained that the proposed budget included cuts in personnel costs accomplished by a reduction in operating hours for the winter months; airport maintenance costs; professional services fees; a correction in the amount budgeted for airport liability insurance; and several minor adjustments to various line items to attain a balanced budget.

A motion to approve the budget for a six month period as submitted was made by Chairman Patterson and seconded by Ms. Neimes.

The motion passed 3 to 1, with Ms. Cates voting against the motion.

99-10-03 Consider renewal of a contract with MilerTronics for maintenance of airport navigational equipment.

Mr. Savage reviewed the proposed contract stating that renewal time had come about during the period when he and the Authority were focused on the airshow and that he had not had time to seek a re-bid for these services.

Ms. Nelmes stated that she would check with her contacts within the FAA to determine other qualified technicians that might be interested in bidding for these services and report back to the Authority with her findings.

Pointing out that the contract with MilerTronics provides for a 90 day cancellation by either party, Ms. Nelmes moved to renew the contract a submitted with the understanding that should she find other qualified technicians interested in bidding for the services, the Authority could seek a re-bid prior to October of next year.

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

99-10-04 Consider approval of an office lease with Enterprise Rent-A-Car.

Mr. Savage reviewed the lease agreement that had been prepared by Mr. Doug Warner after his review of a sample lease provided by Enterprise. The lease incorporates many of the same terms and conditions that are included in the lease with Peachtree Flight Center, including items unique to a car rental agency and provisions for leasehold improvements by Enterprise.

Mr. Savage inquired of the Authority if they wished to set a rate per square foot different than that paid by Peachtree Flight Center, or limit the number of auto parking spaces designated specifically for Enterprise.

Ms. Cates felt that the agreement should have some upper limit placed on the amount of leasehold improvements that the Authority would be obligated to rebate to Enterprise should the lease be terminated prior to its three year term.

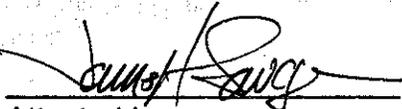
After additional discussion, a motion was offered by Chairman Patterson and seconded by Ms. Cates to authorize the Airport Manager to conclude the agreement with Enterprise based on the lease document proposed with the understanding that a reasonable limit be placed on the amount of the leasehold improvements the Authority would be obligated to refund, and the lease rate and number of auto parking spaces be determined as appropriate.

The motion passed unanimously.

EXECUTIVE SESSION

At 9:01p.m., hearing no additional items for discussion in either open or Executive Session, Chairman Patterson made a motion to adjourn.

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


Attested by:


Robert B. Patterson, Chairman

Attachment #1

MEMORANDUM

DATE: October 4, 1999
TO: PCAA
FROM: Jim Savage, Airport Manager
SUBJECT: Airshow for the fall of 2000

Mr. Tom Barnes of the CAF will be at the meeting to give a recap of the airshow, but during our recent de-briefing of the event, many of the key individuals involved expressed the same opinion as my own, i.e., the organization, and thus the preparedness, allowed many of the needed tasks to go forward either understaffed, ill-planned or simply undone.

This was most noticeable in the areas of security; trash pick up and removal during the event; availability and cleanliness of toilet facilities; people barriers; crowd control around moving aircraft; traffic control on Dividend Drive; aircraft ramp control before, during and after the airshow; communication radio shortage for volunteers; golf cart shortage for volunteers; communication radios for aircraft control; no free potable water; no pay phones; no automatic teller machines, and many other minor areas. These issues when taken by themselves would not be insurmountable, but when taken as a whole, forced the handful of us that were key players to work exceedingly long hours, doing the work of many, to pick up the slack.

Simply put, I'm not willing to put myself, our staff and the airport in that position again without a major organizational change.

Many of the problems I have listed were identified after the first airshow and were not corrected this year. Other problems we encountered this year were actually handled better last year. One bright spot this year was the Kiwanis Club's handling of the food and beverage vending. While the lines were long, which they have promised to correct by adding more vendors next year, we received many favorable compliments and all civic organizations involved made significantly more money than expected.

I believe that an airshow board must be developed from key individuals within the various organizations that participate in the event. This board would use existing checklists to assign the many tasks involved in producing the event; they would decide how the risks and proceeds would be divided among the organizations, matching one to the other; they would establish milestones throughout the year to check on preparedness; and finally, they would start planning NOW.

Enclosed is a recap of the expenses we incurred for this year's event. Some of the expense has been billed to the CAF by prior agreement, but it appears that our one source of revenue, fuel sales, provided only \$3,000 in additional gross profit, versus the nearly \$8,000 in additional expense. Given our financial condition and the disruption to our normal operation that we encounter for nearly a week over the airshow dates, it is my opinion that should we continue to host the event, that we can no longer do so at a loss.

Thanks.