

PEACHTREE CITY AIRPORT AUTHORITY MINUTES OF MEETING

November 14, 2001

The November meeting of the Peachtree City Airport Authority was held at the Aviation Center, Peachtree City-Falcon Field Airport, on November 14, 2001, at 7:00 p.m.

Those present were Chairman Catherine M. Nelmes; Secretary/Treasurer H.E. Buffington; Members: Jerry R. Cobb, Douglas A. Fisher and Mark H. Harris; Airport Manager James H. Savage; Assistant Manager Andrew Bolton and Authority Attorney Douglas B. Warner.

I. ANNOUNCEMENTS

Chairman Nelmes announced that the Board of Directors for Wings Over Dixie Airshow and Festival have set the date for the airshow for next year. The dates will be the second Saturday and Sunday, September 14-15, 2002.

Mr. Cobb will be attending the ICAS show in December to review the acts that will be available for the fall event.

II. APPROVAL OF MINUTES

A motion to approve the minutes of the October 10, 2001, meeting as presented, was made by Mr. Fisher and seconded by Mr. Cobb.

The motion passed unanimously.

III. REPORTS

Mr. Savage gave the following report:

AIRPORT MANAGER'S REPORT November 14, 2001

1. VFR operations in the Atlanta "Enhanced Class B" airspace were restored to near normal by the FAA on October 22. As you will see during our financial review for the month, our jet fuel sales were much better than expected and thanks to a very active flight school, our Avgas sales were very close to budget.

During the last week of October, due in part to very good weather, the VFR operators on the airport were also very active. After being grounded for some six weeks, they helped recapture some of the lost revenue we suffered during that period.

Peachtree Flight Center estimates that they are still operating at only 80% of normal, with fewer new students starting than previously. They attribute this to concerns over previous FAA restrictions imposed to prevent terrorism and the slow-down in the overall economy.

2. We are currently storing a de Havilland Beaver on floats in the FBO hangar. This plane, named "Mo Fishing!" at the moment, is starring in the movie "Sweet Home Alabama" which is being filmed in part on Wynn's Pond near the western border of Peachtree City.

During the first day of filming, pilot Max Folsom was cited by the City for landing in Lake Peachtree. The citation was issued for operating a vessel on the lake with an engine. Mr. Folsom says that he was testing his aircraft to determine how much water was needed to get into and out of Wynn's Pond, which is very small, and was unaware that the lake was restricted.

After the Thanksgiving holiday, the wings of the aircraft will be removed, then it will be towed by trailer to Starr's Mill pond, reassembled, filmed at that location, dismantled, towed back to the airport, reassembled once again and then flown back to Maine where it is based.

3. One ODALS lamp assembly was damaged recently when the tower to which it was attached fell over for unknown reasons. The light-weight towers upon which these lights are affixed are designed to break-a-way easily should they be struck by an aircraft. We have not been able to determine if the tower was hit by an aircraft, or if recent high winds caused it to topple.

Airport Maintenance Technician Jim Freie was able to repair the tower and replace the light assembly for less than \$400.

4. Authority Member Jerry Cobb and I have been working to schedule an airport users meeting to discuss the development of an "ultra-light" traffic pattern at the airport.

Recent good weather and the return to VFR operations, coupled with an increase in the number of ultra-light aircraft operating at Falcon Field that wish to fly in a lower and shorter traffic pattern, have caused the traffic pattern to become very crowded at times.

We want to invite representatives from the flight school, ultra-light operators, and all other based operators who may want to help develop this secondary pattern. Our goal is to maintain a safe operation at the airport for all users.

Mr. Cobb may wish to add his comments.

5. Finally, personnel from the Atlanta Tower and TRACON will host a meeting with flying public here in the lobby of the Aviation Center, on December 4, at 7:00 p.m. The purpose of the meeting will be to discuss the principals of air traffic control and give pilots an opportunity to meet the men and women on the "other end of the mike."

IV. FINANCIAL REVIEW

Mr. Savage gave a very brief overview of the financial report for the month of October, noting that in spite of the VFR restrictions that were not lifted until October 22, fuel sales for the month were much better than expected. Jet "A" sales were \$6,799 greater than budget and Avgas posted a modest \$249 gain, for a gross profit of \$5,091 over forecast.

With three exceptions, expenses remained under budget. Airport maintenance encountered unanticipated repairs, including nav-aid equipment, air conditioning system and water damage repairs in the Enterprise Rent-A-Car office. Office Expenses exceeded budget because of a pre-paid invoice that was not due until November, and the Worker's Compensation Insurance premium ran over due to the additional employees needed to work the airshow.

A one-time write-off of \$1,580 in uncollected rents, offset by \$9,110 in unbudgeted income (that includes airshow expense reimbursement of \$3,263, and a fuel bill credit of \$5,847), combined for a positive cash flow of \$17,149 versus the expected negative cash flow of \$606.

V. OLD AGENDA ITEMS

None.

VI. NEW AGENDA ITEMS

01-11-01 Consider proposal from Mr. Tom Strauch to clean and paint outside of office area next to FBO hangar, and to review invoice for repairs to restroom facilities in the flight school area.

Mr. Savage gave a brief review of his request for proposals to do the cleaning and painting of the outside of the office area next to the FBO hangar, explaining that previous attempts to clean the siding prior to the airshow had left the outside appearance worse than before. It was his opinion that as a marketing tool, the outward appearance of the building should match the internal remodeling that the flight school has been undertaking. Given that the flight school is the Authority's best fuel customer, he felt that the Authority should help promote their efforts to increase business.

Chairman Nelmes agreed that the building needed painting, but that she would like to review a list of all such needed capital repairs on the Authority's facilities as well as a list of needed capital equipment before moving forward on this item. She expressed the view that since the Authority will be developing a Capital Improvement Program with the next budgeting cycle, which is just a few months away, she recommended that this item not be considered at this time.

By general consensus the Authority agreed, and took no formal action on this part of the agenda item.

Regarding the second part of the item, Chairman Nelmes reviewed the invoice for the repairs to the rest rooms in the flight school, which totaled \$6,020.00. She offered the opinion that since the invoice did not give a complete itemized breakdown showing structural repairs versus cosmetic repairs, but did show additional work authorized by the Airport Manager, she felt the Authority should pay one half of the refurbishment charges, plus the additional work authorized. This totals to \$3,497.50.

After discussion by the members, a motion was made by Mr. Cobb and seconded by Mr. Fisher to approve payment of \$3,500.00 towards the invoice presented by Mr. Strauch, dated November 11, 2001. The invoice is attached and made a part of these minutes.

The motion passed unanimously.

VII. EXECUTIVE SESSION

01-10-03 Discuss legal matters with Authority Attorney.

At 7:46 p.m., a motion was made by Chairman Nelmes to recess and reconvene in Executive Session to discuss legal matters with the Authority's Attorney.

The motion was seconded by Mr. Cobb and was approved unanimously.

A discussion was held by the members and staff seeking the legal opinion of the Authority's Attorney on matters pertaining to the recently passed bond referendum.

No formal actions were taken by the members.

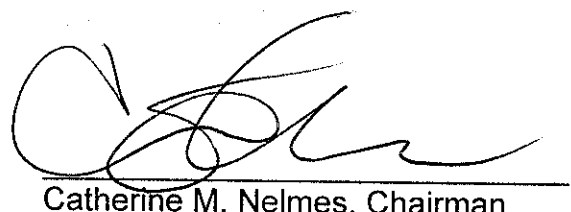
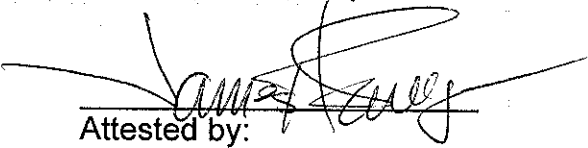
An Executive Session Affidavit is attached showing the concurrence of the members and is made a part of these minutes.

Hearing of no additional items for consideration in Executive Session or Regular Session, Chairman Nelmes called for a motion to adjourn.

At 8:20 p.m., Mr. Fisher moved to adjourn, which was seconded by Mr. Cobb.

The motion passed unanimously.

Attested by:



Catherine M. Nelmes, Chairman

INVOICE

PROPOSAL

PROPOSAL NO.
SHEET NO.
DATE <i>11/12/01</i>

PROPOSAL SUBMITTED TO:

WORK TO BE PERFORMED AT:

NAME <i>PTC AIRPORT AUTHORITY</i>	ADDRESS <i>FALCON FIELD</i>
ADDRESS <i>FALCON FIELD</i>	CITY, STATE <i>PTC</i>
CITY, STATE <i>P.T.G.</i>	DATE OF PLANS
PHONE NO.	ARCHITECT

We hereby propose to furnish the materials and perform the labor necessary for the completion of

<i>REFURBISH MENS BATHROOM AS PER PROPOSAL</i>	<i>\$ 3315.00</i>
<i>REFURBISH WOMENS BATHROOM AS PER PROPOSAL</i>	<i>\$ 2330.00</i>
<i>CREDIT FOR IN WALL PAPER TOWEL TRASH HOLDER AS I WAS NOT ABLE TO LOCATE THEM.</i>	<i>- \$ 300.00</i>
<i>EXTRA WORK PERFORMED - REMOVE + REPLACE + REFINISH DRYWALL BOTH BATHROOMS</i>	<i>\$ 550.00</i>
<i>REMOVE + REPLACE TERMITE + WATER DAMAGED STUDS.</i>	<i>75.00</i>
<i>TERMITE TREATMENT</i>	<i>50.00</i>
<i>TOTAL</i>	<i>\$ 6020.00</i>
<i>EXTRA WORK APPROVED BY AIRPORT MANAGER.</i>	

THANK YOU Tom Steward 770-634-3312

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

Dollars (\$ *6020.00*)

with payments to be as follows

Any alterations or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted _____

Per _____

Note - This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL

above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

SIGNATURE _____

DATE _____

SIGNATURE _____

PEACHTREE CITY AIRPORT AUTHORITY

EXECUTIVE SESSION AFFIDAVIT

The undersigned hereby states under oath, in the presence of a notary public, as subscribed below, that the undersigned presided over a meeting of the Peachtree City Airport Authority, in the capacity set forth below, on the meeting date set forth below.

A portion of this meeting was held in executive session and closed to the public, pursuant to motion duly made, seconded and passed by the Authority. The closed portion of such meeting, held in executive session, was devoted to matters within the exceptions provided by law, specifically as initialed below:

- Discussing matters protected by the attorney-client privilege. O.C.G.A. §50-14-2(1).
- Discussing the future acquisition of real estate. O.C.G.A. §50-14-3(4).
- Discussing or deliberating the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee. O.C.G.A. §50-14-3(6).

The closed portion of the meeting was held in compliance with the law, based upon the advice of legal counsel for the Authority, and based upon observation of all members present.

In witness whereof, the undersigned has signed this affidavit on the date indicated below.

Sworn to and subscribed before me this date:

11/14/01

Notary Public

**NOTARY PUBLIC, FAYETTE COUNTY, GEORGIA
MY COMMISSION EXPIRES MARCH 8, 2004**

Signature

Capacity

Date of meeting: NOVEMBER 14, 2001

CONCURRENCE OF AUTHORITY MEMBERS

The undersigned confirm that the statements contained in the above affidavit are true and correct.

Dennis D. [Signature]
Harold E. [Signature]
Marvin S. [Signature]
Joseph R. [Signature]

OPINION OF LEGAL COUNSEL

The closed portion of the meeting of the Peachtree City Airport Authority referenced in the above affidavit was appropriate under Georgia law and was held pursuant to my advice and counsel.

[Signature]
Legal Counsel

PEACHTREE CITY AIRPORT AUTHORITY

RECORD OF ATTENDANCE AS OF:

November 30, 2001

Members	Regular Meetings Last 12 Months	Meetings Attended	Regular Attendance %	Special Called Meetings Last 12 Months	Special Called Meetings Attended	Total Attendance %
H.E. Buffington	12	12	100%	2	2	100%
Jerry R. Cobb	12	12	100%	2	2	100%
Douglas A. Fisher *	11	11	100%	2	2	100%
Mark H. Harris**	6	6	100%	0	0	100%
Catherine M. Nelmes	12	12	100%	2	2	100%

* New member as of 1/1/01

** New Member as of 5/18/01

Members	Dates Absent	Type
H.E. Buffington		
Jerry R. Cobb		
Douglas A. Fisher		
Mark H. Harris		
Catherine M. Nelmes		

Meeting Dates	Type
1/10/2001	Regular
2/14/2001	Regular
3/14/2001	Regular
4/11/2001	Regular
4/19/2001	Special
4/25/2001	Workshop
5/9/2001	Regular
6/13/2001	Regular
7/11/2001	Regular
8/8/2001	Regular
9/12/2001	Regular
10/10/2001	Regular
11/14/2001	Regular
12/13/2000	Regular