

PEACHTREE CITY AIRPORT AUTHORITY MINUTES OF MEETING

December 8, 2003

The December meeting of the Peachtree City Airport Authority was held at the Aviation Center, Peachtree City-Falcon Field Airport, on December 8, 2003, at 7:00 p.m.

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

I. ANNOUNCEMENTS

Mr. Warner advised the Authority that Mr. Floy Farr, long time city resident and the original Chairman of the Peachtree City Airport Authority was recently hospitalized with a heart condition. Mr. Farr, age 91, is listed in serious condition, but is expected to recover.

II. APPROVAL OF MINUTES

A motion was made by Mr. Cobb and seconded by Mr. Fisher to approve the minutes of the November 12, 2003, Regular Meeting as presented.

The motion passed with four voting in favor and Mr. Davis abstaining.

III. REPORTS

AIRPORT MANAGER'S REPORT

December 8, 2003

1. Hangar Area "B" construction. Mr. Gardner's building (B5) is nearing completion and they hope to have it completed by the end of the year. Occupancy may be contingent upon Atlanta Gas Light Company providing a gas line to the site. Wilbur Smith and Associates is coordinating the utility relocation and installation.

2. Paving of Stallings Road and Aviation Center roof repairs. Progress on these projects has been halted pending the ability to secure a loan from the bank, however power line and telephone re-location is scheduled to begin on January 12, 2004. The roofing contractor has stated that they will hold their previous bid prices on materials and labor and are reviewing the contract to determine how much additional time they will need with an early January start on the project.

3. FY 2003 Audit. Auditors from Geeslin, Cordle, Johnson and Wetherington are making progress on the FY 03 audit and expect to have the document ready by the first week in January. The City has requested a copy by January 8, 2004.

4. Transition. On a sad note, Falcon Field recently lost two individuals who were part of our local aviation community.

Mr. John Bennaman, a long time employee of Gardner Aviation was killed during a test flight of a customer's aircraft on November 21st at Griffin. Mr. Bennaman, a resident of Fayetteville, had been looking forward to Gardner Aviation's move from Griffin. He is survived by his wife and two children.

Long time tenant and airport friend, Mr. Jack Berry, lost his battle with cancer on Thanksgiving morning in Atlanta. Mr. Berry has been a tenant on the airport for over 25 years. He is survived by his wife Myra, and two grown children.

Both will be missed.

5. Departure. Since it is likely that this will be my last Manager's Report, I cannot leave without expressing a mixed feeling of pride over what we have been able to achieve during "my watch" as Airport Manager, and the sadness that accompanies leaving a job unfinished.

During the last 13 years, often working with a minimum of funds but with the combined efforts and support of the Mayor and Council, the Airport Authority, a superb airport staff, many great tenants and volunteers, our local Congressional leaders, the FAA and the Georgia DOT, I have had the privilege to be the one responsible for coordinating this tremendous effort. The job has never been easy, indeed tiring at times, and frequently frustrating, but those efforts have produced one of the best general aviation airports in the nation, and to all that have helped us achieve that goal I say, *thank you and well done.*

As the airport moves forward, I hope those who will be responsible for determining its future direction will not lose sight of the basics that have made the difference to date - well maintained facilities, superior service with a smile, and fair prices. Those are the basic tenets of any successful business and above all necessary for Peachtree City - Falcon Field to continue its success.

I will miss the continuing efforts at FFC, but I will be working with Wilbur Smith and Associates to help other airports achieve these and similar goals. To my friends and fellow workers at FFC, I wish you the best of luck in the future and hope everyone has a very happy holiday season.

Thanks again.

Jim Savage

IV. FINANCIAL REVIEW

Mr. Savage gave a brief review of the financial information for November. Jet -A sales, for the third month in a row, were more than double the amount budgeted. While the gains in the previous two months were partially attributed to jet traffic associated with special events, November seems to indicate that corporate activity is on the increase. AvGas sales were some 36% higher than budget as well. Total income for the period was \$116,749 versus the expected \$84,391. Gross profit was calculated as \$59,540, or \$12,657 better than estimates.

Expenses for the period were \$49,645, versus an expected \$49,885. Hotel tax distribution was \$12,044, compared to the budgeted \$10,000. Net Income for the month of November was computed at \$32,295, versus an estimated income of \$8,023. Cash flow for the period was estimated to be a positive \$29,301 versus a budgeted negative cash flow of \$310.

The Capital/Reserve ending fund balance for September was \$171,857 after the normal Hotel Tax fund transfer of \$8,333, and \$24 in interest.

The Grant Fund account balance remained essentially unchanged, at \$2,145, after receipt of \$2 in interest.

V. OLD AGENDA ITEMS

None.

VI. NEW AGENDA ITEMS

Chairman Nelmes, noting that Mr. Robert Riddell was not yet present to make his presentation for Agenda Item 03-12-01, called for the second item to be considered first.

03-12-02 Consider Intergovernmental Agreement with the City of Peachtree City regarding loans for the repairs of the Aviation Center roof and the paving of Aviation Way (Stallings Road).

Chairman Nelmes began discussions with a brief summary of the situation. According to Mr. Bernard McMullen, City Manager, there is an uncertainty regarding the current vehicle used to distribute the hotel/motel tax to the Authority. She stated that he believes the situation will take up to 8 months to correct. Chairman Nelmes stated she was aware of the reluctance of many members to take on additional debt while the certainty of the hotel/motel revenue stream was in doubt. She stated that one option could be "although an unpopular one" to defer the paving project in Hangar Area "A" until such time as the hotel/motel tax situation was resolved. In the interim, the hotel/motel revenue could possibly be held in an escrow account, by the City.

Mr. Toombs stated that he was not in favor of occurring any additional debt other than what was necessary. He questioned whether it would be more economically sound to use the capital in the Reserve fund to lower the amount of the loan.

A discussion ensued regarding how the payments of the loan would be handled. Mr. Fisher stated that it was his belief that the debt service should be paid through the reserve fund. He was however adamant that any loan repayments not affect the service that the Airport and FBO provides.

Mr. Cobb moved to adopt the attached Authorizing Resolution, Loan Agreement, Promissory Note, Assignment and Security Agreement, and that the Chairman and Secretary/Treasurer be authorized to execute said agreements and the attached Intergovernmental Contract with the City of Peachtree City for the purpose of securing a loan at Peachtree National Bank in the aggregate amount of \$355,000.

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

Mr. Fisher moved that the Chairman, Secretary/Treasurer, Mr. Jim Toombs, Member and Mr. Andrew Bolton, Authority Staff, be authorized to open and execute checks on a commercial checking account at Peachtree National Bank to be entitled "Tax Exempt Capital Account".

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

Mr. Fisher moved that the Chairman and Secretary/Treasurer be authorized to execute a Corporate Authorization Resolution for the purpose of securing a loan at Peachtree National Bank in the aggregate amount of \$355,000. Said resolution is hereby attached and made a part of this motion.

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

03-12-01 Hear presentation from Mr. Robert Riddell of Aviation Investment Resources regarding the purchase of the Hunting Facility and their desire to operate the FBO.

Mr. Riddell gave a brief summary of his company that currently manages the FBO at Covington, 9A1, and his desire to purchase the Hunting Facilities. In addition to purchasing the facilities, his intention was that the company would like to help the Authority by managing the FBO operations at FFC.

Mr. Toombs stated, that the Authority must first decide the vision for the future of FFC. Then, should it be deemed necessary to relinquish the management of the FBO, it would be a requirement to utilize a bid process to choose the new FBO Operator.

Chairman Nelmes agreed that a bid process would be necessary to choose a new company should the Authority wish to cease FBO operations. She thanked Mr. Riddell for his time and his interest in FFC.

No actions were taken, however the item was considered satisfied.

03-12-03 Authorize the transfer of \$4,000 from receipts received from Hank Aaron BMW for the display of the "Mini-Cooper" to the Great Georgia Airshow committee to offset expenses incurred during the airshow.

Mr. Savage gave a brief explanation to the status of the Mini Cooper. Since Hank Aaron no longer wished to utilize the space, it would be necessary to review motion 03-06-02 made at the June 11, 2003 meeting, to adjust for the change in income.

Mr. Fisher moved that the Authority authorize the transfer of \$4,000, once paid, from the receipts received from Hank Aaron BMW for the display of the "Mini Cooper" to the Great Georgia Airshow committee to offset expenses incurred during the airshow.

The motion was seconded by Mr. Davis and passed with four votes in the affirmative and Mr. Cobb, who is Chairman of the Airshow Committee, abstaining.

03-12-04 Review and consider Authority actions regarding the possible rezoning of the Stevens/Black property on South Highway 74, that lies near the final approach course to Runway 31 at Falcon Field.

Chairman Nelmes gave a brief background of previous attempts by the developer and the Authority's response to those attempts. Chairman Nelmes stressed the importance of the airport being a "good neighbor" to the local community. As such, it is the Authority's obligation to make the Council and community aware of the problems of placing housing developments near established flight paths. She opened discussion for views on the subject to the Authority and assembled participants.

Mr. Darley was given the floor to speak. He suggested that there might be a need for a straightforward education of the City Council concerning the local airport and its businesses. Especially in light of two new council members taking seats in January.

Chairman Nelmes agreed and suggested a workshop for the new Council in January to tour the airport and get a sense of what takes place at FFC.

Mr. Davis recommended that a new letter be drafted with stronger language stating the Authority's concerns, as well as providing diagrams for a visual presentation.

Mr. Savage pointed out that a moratorium on the rezoning of property for residential development must be lifted before the rezoning process can begin. He recommended however, that it was important to state the concern of placing such housing developments close to flight paths before the City Council and Planning Commission at every possible opportunity.

Mr. Cobb suggested the Authority create a "position paper" stating its concern on such development, including past such efforts. He also suggested that the council be updated as needed. He offered to work on the position paper and asked for Mr. Savage's help, stating that Mr. Savage's knowledge of local history would be necessary for the project.

Mr. Fisher made a motion to have Mr. Cobb and Mr. Savage complete a position paper regarding the Authority's concern of housing developments in proximity to the airport and it's established flight paths, to present to the City Council on or before December 18th.

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

VII. EXECUTIVE SESSION

03-12-06 Consider report from Search Committee on candidates for Airport Manager.

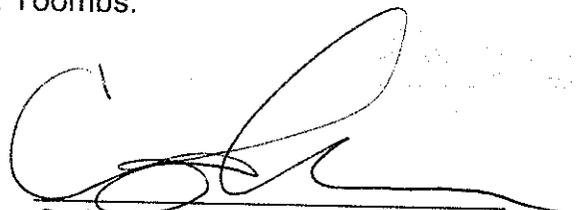
Mr. Fisher gave a general review of the efforts and activities of the committee to date, without retiring to Executive Session. The committee has received 62 applications and résumés and they have just begun the review process.

A discussion was held by the members in an effort to find a meeting date late in December to consider recommendations from the Search Committee and the possible layout of the second phase of Hangar Area "B", but the holidays and various member's travel plans seemed to make that nearly impossible. Chairman Nelmes indicated that she would list two or three possible dates later in the month, to see if a date could be found that would permit all to attend a called meeting/workshop.

There were no other actions taken on this item, therefore at 8:47p.m., a motion to adjourn was made by Mr. Cobb and seconded by Mr. Toombs.

The motion passed unanimously.


Attested by:


Catherine M. Nelmes, Chairman

PEACHTREE CITY AIRPORT AUTHORITY

RECORD OF ATTENDANCE AS OF:

December 31, 2003

Members	Regular Meetings Last 12 Months	Meetings Attended	Regular Attendance %	Special Called Meetings Last 12 Months	Special Called Meetings Attended	Total Attendance %
Jerry R. Cobb	12	12	100%	5	5	100%
Matt M. Davis *	11	11	100%	5	5	100%
Douglas A. Fisher	12	12	100%	5	5	100%
Catherine M. Nelmes	12	12	100%	5	5	100%
James E. Toombs *	11	10	91%	5	5	94%

* Members Matt M. Davis and James E. Toombs were appointed to the Authority effective January 1, 2003.

Members	Dates Absent	Type
Jerry R. Cobb		
Matt M. Davis		
Douglas A. Fisher		
Catherine M. Nelmes		
James E. Toombs	11/12/03	Regular

Meeting Dates	Type
1/08/03	Workshop
1/08/03	Regular
1/31/03	Special
2/12/03	Regular
2/26/03	Special
3/12/03	Regular
4/16/03	Regular
4/28/03	Workshop
5/05/03	Workshop
5/14/03	Regular
6/11/03	Regular
6/16/03	Special
7/16/03	Regular
7/31/03	Workshop
8/13/03	Regular
9/14/03	Special
9/15/03	Regular
10/06/03	Special
10/15/03	Regular
11/12/03	Regular
12/08/03	Regular