

Peachtree City Airport Authority (PCAA)
Thursday, December 10, 2020
7:00 p.m.
In Person & via Zoom Conference Call
Regular Meeting Minutes

Members Present: Kevin Lund – Chairman, Charles Murray – Vice Chairman, Allen Morrison – Secretary/Treasurer, Tom Lacy – Member, Max Braun – Member, Greg Garmon – Alternate, Nathan Lee – Airport Attorney, and Hope Macaluso, A.A.E. – Airport Manager.

I. CALL THE MEETING TO ORDER

Kevin Lund called the meeting to order at 7:00 pm.

II. APPROVAL OF MINUTES

Max Braun made a motion to approve the November 2020 minutes, seconded by Allen Morrison.

Motion carried 5/0

III. REPORTS

Finance & Capital Budgeting – Allen Morrison

Allen said that we had a decent month. It did come in a little lower than projected. That put us negative for the month, but we are still very close to our operational budget, year to date.

Operations- Manager of Operations, Mike Melton

Mike Melton reported:

Wildlife Update

Over the last two weeks, three deer that we have been watching were taken down by our team and the USDA. The USDA, along with our team, will continue to mitigate any wildlife issues.

Formation Flying Clinic - CAF

The CAF hosted their first ever Formation Clinic. Nearly twenty aircraft participated. The CAF team was very organized, and the event went off without a hitch. The only exception was the weather on Sunday, which cut the event a bit shorter than anticipated.

Localizer / Glideslope

The parts for the localizer and the glideslope have been ordered. We were informed from the beginning that the lead time would be 2-3 months. We anticipate installation in January.

Leo Giles Gate

The Leo Giles gate has had a few issues with the sensor upon closing. We have called the contractor and they will be out over the next couple of days to repair it. Until then, be careful driving through the gate as the gate currently closes quicker than usual.

Food Truck Friday

Food Truck Friday was a success, despite the weather. The Mad Mexican food truck sold over 90 plates of food that day. We plan on continuing to have these events once a month moving forward.

Kevin inquired about the tethered hot air balloon that was at the airport this month. He was curious to know who it was. Mike said that it was some of the CAP guys. He said that it had got a bit too windy for them, so they ended up shutting down early.

IV. FINANCIAL REVIEW

Hope Macaluso reported:

Revenue and Expense Highlights:

November revenues were below budget this month by almost 9%. We missed the mark in jet fuel by 4,300 gallons and our margin was a little low on avgas, which means more based piston aircraft were purchasing fuel than transients. In expenses, maintenance was well below budget for the month as some of the larger maintenance costs hit in the beginning of December, putting overall expenses below budget by 4.6%. Overall net income was below budget by 16.6%. With just two months into the new fiscal year, we are only behind by 4%. December is starting out strong, so we believe that we will be back on track.

Grant Update

No updates this month.

V. OLD AGENDA ITEMS

20-08-04 Discussion of Reversion Clause (Update)

Kevin said that he spoke with Jay Herrin and that Jay has the names of the people that will be participating in the tenant meeting. Kevin asked Hope to gather all of the information that she has sent to the board so that it can be put into a packet to hand out to the tenants. The tenants should then put together a list of their thoughts and ideas and deliver that to the board before the meeting. That way, the meeting can be as productive as possible. Jay Herrin spoke up from the audience and clarified with Kevin that the tenants would be receiving all of the information about the reversion clause and also would be able to give the board all of their information that they have gathered. Kevin said that yes, this would be the case. Hope asked Kevin to clarify that he wanted her to send all the information that she has to the tenant group. Max said that he thinks it makes better sense for Kevin to distribute the information, so that it comes straight from the Airport Authority. Kevin said that this works for him, and that Hope can give him the information so he can give it to Jay and the tenant group. Kevin said that he would get the names of everyone on the Authority who wants to participate in the meeting. Kevin said that he doesn't think the meeting will be held in the 45-day period because of Christmas and everyone being busy for the holidays. He thinks that it will need to be pushed to the first of the year. Charles Murray asked how many members would be representing the tenants. Kevin said that Jay sent over a list, which contained 4 names. Jay stated that those people are himself, Tommy Turner, John Poulter, and Jeff Arinder.

VI. NEW AGENDA ITEMS

20-12-01 Recognize Judge S. Murray for 3 Years of Service on the PCAA

Kevin recognized Charles for his service to the PCAA. This is his last month with the Authority. Charles said that his three years here have gone by fast. He is happy to have had the experience and been able to get to know some great people, while working with a great organization. Kevin said that Charles' wisdom was appreciated on the board and that his service has been appreciated as well.

20-12-02 Consider Fuel Provider

Hope stated that we put out a request for proposals. We received five submissions. Those submissions were from Perry Brothers Aviation (Phillips 66), World Fuel (Phillips 66), Avfuel, Epic, and Titan (Shell – our current provider). Hope used an extensive spreadsheet to compare the fuel provider options. If looking at the fuel price alone, Epic had the best price. Once you include the other factors and incentives that providers are offering, World Fuel had the best price. However, Perry Brothers had a few things that made them stand out the most. They offered us brand new 2021 avgas trucks that are 1,200-gallon trucks, opposed to the 1,000-gallon ones that we currently have. They also

offered a second jet fuel truck at no cost. They are a local Georgia company. Perry Brothers and World Fuel were neck and neck with the numbers. Hope recommended that our fuel provider be Perry Brothers. Allen asked if Perry Brothers has any other local customers. Hope said yes, that there are a few airports around here who also use them and recommended them to her. Carrolton, Paulding County, Thomaston, and Lagrange all use them. Hope said that Perry Brothers primarily services Georgia airports. The company has been around for a long time. They started as a gas station and later became part of the aviation business. Max told Hope that he appreciated the thorough financial analysis that she provided. He thinks that the factors she mentioned about Perry Brothers are important. He noted that we would be one of their largest customers. Hope said that another good thing about Perry Brothers is that they use trucking companies for delivery, but they also have their own trucks. This means that we will not be waiting on fuel if we choose Perry Brothers.

Allen Morrison made a motion to accept Hope's recommendation to move our fuel provider to Perry Brothers, seconded by Max Braun.

Motion carried 5/0

20-12-03 Consider Request for Four Month Extension of C1 Lease Construction Period

Hope said that she received an email from Dan Tucker who represents the tenant at this time. The end of December was their most recent deadline. The owner of the company that has been contracted to put up the hangar passed away due to COVID-19. They were the only ones that could put this building together. Because of this, C1 is requesting a fourth month extension. They will continue to pay rent. They have done all of the construction that they can do, prior to the building being put up.

Max Braun made a motion to extend their time period to construct the hangar by four months, as requested. This was seconded by Allen Morrison.

Motion carried 5/0

Kevin opened the mic up to the audience for questions. Mark Strahler stated that he had previously asked airport management if there was any movement on the plans for a playground. He said that at the time, it seemed that it was going to be looked into. Hope said that there has not been any movement with it. She had reached out to Ann Cobb. Ann is the widow of Jerry Cobb, former airport authority chair, whose memory the fund was started in. Hope and Ann met with a playground professional, but there has been no movement due to the project requiring fundraising. Airport funds cannot be used to fund the project due to FAA restrictions. She stated that if someone would like to volunteer to help with it, that would be great. Mark suggested that we look into some way to do it,

whether that be by individual funding or funding through something else. He felt that it would be a good asset to the airport that has been missed by the community. Kevin said that there are probably plenty of people who would volunteer to head something up for funding. Jay Herrin recommended that we should put Mark in charge of that.

VII. EXECUTIVE SESSION

Max Braun made a motion to enter into an Executive Session for personnel matters, seconded by Allen Morrison.

Motion carried 5/0

Max Braun made a motion to approve what was discussed in the executive session regarding compensation, seconded by Tom Lacy.

Motion carried 5/0

VIII. ADJOURNMENT

At 7:39 pm Allen Morrison made a motion to adjourn the meeting, seconded by Kevin Lund.

Motion carried 5/0

Attest

Kevin Lund, Chairman