

**Peachtree City Airport Authority (PCAA)**  
**Thursday, August 12, 2021**  
**Regular Meeting Minutes**

**Members Present:** Max Braun – Chairman, Greg Garmon – Vice Chairman, Allen Morrison – Member, Tom Lacy – Member, Gary Zarlengo – Member, Mark Oldenburg – Attorney, and Hope Macaluso, A.A.E. – Airport Manager.

**I. CALL THE MEETING TO ORDER**

Max Braun called the meeting to order at 7:00 PM.

Max recognized Hope Macaluso, who was appointed by the Georgia State Senate to the Joint Study Committee on Airport Infrastructure and Improvements.

**II. APPROVAL OF MINUTES**

Allen Morrison made a motion to approve the July workshop minutes, seconded by Gary Zarlengo.

Motion carried 5/0.

Greg Garmon made a motion to approve the July regular meeting minutes, seconded by Gary Zarlengo.

Motion carried 4/1, Allen Morrison abstained having not been at that meeting.

**III. REPORTS**

**Finance & Capital Budgeting – Allen Morrison**

Allen said that the airport had a good month. We had higher expenditures, but with our recent performance, we were able to handle it without an issue.

**Operations – Mike Melton, Manager of Operations**

Mike Melton said that it has been a busy month. Mike said that 360 Food Truck will be at the airport tomorrow. The only wildlife issue recently was a hawk strike. We have taken over 23 deer, 257 geese, 2 bobcats and 2 coyotes. Mike said that the USDA does an amazing job and that we plan to do an additional geese take during their molt next year around June.

Mike said that August 24th-28th, we will be hosting the Cessna 120/140 Association fly in. Max asked if that is something that we search out or if they find us. Mike said that they found us.

Mike said that it has been tough to find employees to hire lately. We are currently short staffed. We are looking for a Customer Service Representative and a maintenance helper. Mike said that Allen commented about us getting behind on our landscaping. Mike said that he completely agrees with Allen. We sent Andrew (maintenance employee) to a quality control seminar that Perry Brothers put on. He was gone for about a week. Along with this, July had a lot of rain, so we are currently working to get caught back up. Allen expanded on Mike's comment by saying that he received complaints from a couple different tenants about the weeds in-between the taxi lanes and down the north apron being tall. Allen said that if we are unable to hire someone else to help with lawn maintenance, that we might consider contracting it out. Mike said that we might be able to talk to the city and see what contractors they use.

We have been working with the law enforcement to help them wrap up a few cases related to criminal activity. Other agencies have reached out to us to keep an eye for certain activities that were of interest to them. The activity has not been here directly but has more to do with arriving and departing traffic.

Planterra Ridge Golf Course is in the process of redoing their entire course. It was a perfect opportunity for us to take advantage of their contractor to remove several trees. The trees needed to be removed so that we would not lose our runway approaches. They took over 100 trees down.

Mike asked that the tenants park in the FBO parking lot, instead of on the ramp. There has been an issue with airplanes trying to maneuver around cars. Mike also said that if you are going to drive on the airfield, that you need to make sure that your vehicle insurance policy limits are high enough. Your limit may not cover you if you bump into a jet.

Mike said that as a part of pre-audit prep, we will be going through aircraft insurances to make sure that we have a copy of everyone's policy.

Mike mentioned that he, Hope, and Max went down to Perry, GA for a GDOT informational meeting. They were able to discuss a lot of different issues regarding airports.

Mike said that the area at the end of Runway 13 by the run-up area is wet. After some testing was done on the area, it was discovered to be a natural spring. This could be an issue when we go to extend the taxiway some time in the future.

Mike said that we have been having some issues with our air conditioning systems in some of our buildings. The Toybox and the flight school building have both had issues. It is a part of the aging buildings.

We had a big hornet problem in one of our buildings. Contractors have now taken care of that.

Mike noted that earlier this month, he went to a ribbon cutting for Starr's Mill High School for their new aviation program.

Mike mentioned that there was a gas leak by the F16 that is being fixed right now by Atlanta Gas Light.

We are hosting a safety symposium here, which will address some of the issues that have been happening in the pattern lately.

Mike commented that we had a beacon light out, which has been fixed.

We had a surprise fire inspection. Along with this, we had a contractor come out to inspect our stormwater inlets.

Overall, Mike noted that there was a lot going on at the airport and just wanted to bring everyone up to speed.

#### **IV. FINANCIAL REVIEW**

Hope Macaluso said:

##### Revenue and Expense Highlights:

July revenues were well above budget. This was due to good fuel sales, mainly jet. We also had miscellaneous income due to the sale of an old inoperable dump truck and flatbed trailer.

Regular expenses in the month were right on target. However, there was an unbudgeted expense of \$96,595 for tree removal on the golf course, as Mike mentioned.

This put our overall Net Income for the month in the negative, however we are still ahead of budget year to date.

Capital Expenses:

The only capital expenses in the month were for the repairs of the ODALs and beacon, as Mike stated in his report.

Grant Update

The Airport Layout Plan continues. We are breaking apart the design on the Obstruction Removal Project, since some of the obstructions on the approach end of 13 were time critical and others will require an easement that will take time. We did not want to hold up the removal of obstructions on the approach end of runway 31, since that is our primary approach. W. K. Dickson is in the process of separating out that work authorization so they can move forward for the bidding out of the project under the current grant.

We received the grant document for the Coronavirus Response and Relief Supplemental Appropriations Act. I have made the pay request for that grant in the amount of \$23,000. Those funds will go toward utility expenses this fiscal year.

**V. OLD AGENDA ITEMS**

**21-02-01 Consider Long Term Ground Lease Options for Area A.**

Max said that the last time the authority spoke about this, they asked Mark Oldenburg to clean up the lease. The tenant representatives looked at it, as well. They asked the authority to consider updating the days to address issues from 15 days to 30 days. They also asked to put the tenant-at-will, to 100% of the prior rent rather than 125%.

Allen Morrison made a motion to approve the long-term ground lease for Area A as presented, seconded by Greg Garmon.

Motion carried 5/0.

**VI. NEW AGENDA ITEMS**

**21-08-01 Consider North Tie Down Apron and Lower Ramp Rehabilitation**

Mike said that the north part of the ramp is the worst pavement on the airport. We did a crack seal project in 2018. Unfortunately, the state standards back then were lower. We are looking to basically rehab what we have. Mike said that he received quotes from two different companies. We are comfortable with one of

the companies and have worked with them in the past. They would clean out all the vegetation, clean out the tie-down rings, fill the cracks in, and lay two layers of seal coat. Mike said that he is comfortable with the quote from Blackjack. The quote was \$81,615. The other companies' quote was \$71,000. Mike said that he has not worked as closely with the other company. Mike said that he is requesting a not-to-exceed of \$90,000 for the project in case there are any extra cracks that need to be filled. Max asked how many years this will buy us. Hope said that this is cosmetic and can help delay the deterioration of pavement. This will buy us about 5 years. Hope said that the complete pavement redo in about 5 years will be grant eligible. Gary asked what the current score of the pavement is. Hope said that it is 48 on the Pavement Condition Index as of 2018. Mike said that this will help the cracks from getting larger. Gary asked why we need an extra 10% added to Blackjack's quote. Mike said that is for additional cracks that might need to be filled. Max said that this is something that he believes needs to be done. Gary asked why Blackjack is being accepted, since they are the higher bidder. Mike said that Blackjack is a lot more detailed regarding the project and they were the better candidate, along with us being comfortable with them. They are also local. Gary asked if there is any requirement to accept the lowest bidder. Mike said that for this project, there is not.

Allen Morrison made a motion to accept the blackjack quote for the north tiedown apron and lower ramp rehabilitation with a not-to-exceed of \$90,000, seconded by Greg Garmon.

Motion carried 5/0.

### **21-08-02 Consider Right of First Refusal for Hangar C1**

The motion for 21-08-02 was combined with the motion for 21-08-03.

### **21-08-03 Consider Assignment of Lease for Hangar C1**

Hope said that Hangar C1 would like to change the name of their LLC. It is not an owner change; it is just a change of the lease name. Max said that he is fine with that.

Gary Zarlengo made a motion to approve the assignment name change to "Hangar C1 LLC" and not to exercise the right of first refusal, as set out in the lease agreement, seconded by Allen Morrison.

Motion 5/0.

Max opened the floor up to the audience. There were no comments.

**VII. EXECUTIVE SESSION**

There was no executive session.

**VIII. ADJOURNMENT**

Greg Garmon made a motion to adjourn the meeting at 7:38 PM, seconded by Gary Zarlengo.

Motion carried 5/0.

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Attest

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Max Braun, Chairman