

Peachtree City Airport Authority (PCAA)
Thursday, March 3, 2022
Regular Meeting Minutes

Members Present: Max Braun – Chairman, Greg Garmon – Vice Chairman, Gary Zarlengo – Secretary/Treasurer, Ken Fleming - Member, Matt Garrett - Alternate
Mark Oldenburg – Attorney, and Hope Macaluso, A.A.E. – Airport Manager.

Members not Present: Allen Morrison – Member

I. CALL THE MEETING TO ORDER

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

II. APPROVAL OF MINUTES

Gary Zarlengo made an amendment to the February 2022 meeting minutes.

Greg Garmon made a motion to approve the February 2022 meeting minutes as amended, seconded by Ken Fleming.

Motion carried 4/0.

III. REPORTS

Gary Zarlengo gave a finance and capital budgeting report. He stated that financial reporting will be different moving forward.

- Cash is down by about \$50,000 in the bank.
- Cash flow is roughly neutral for the year.

Mike Melton gave an operations report.

- Operations have been averaging about 400 per day. Two days this week, there were close to 500 operations per day.
- The USDA is working to eliminate some deer.
- If the weather cooperates, the coating of the T-Hangar floors should be finished by the middle of the month.
- Security camera and access control contractors have been working diligently to get the camera side of the project going. A couple of cameras are up. Everything has been pre-wired for these two buildings.
- We are in a tough spot with fuel pricing right now. We are trying to stay fairly competitive. In order to do that, we have been having to keep fuel margins low, however fuel prices are still trending up.

IV. FINANCIAL REVIEW

Hope Macaluso gave a finance review.

- We were short in revenues because of jet fuel sales.
- Budgeted expenses were over just a bit. One reason is the registration funds into the Association of Georgia General Aviation Airports for the conference that will take place in May. The second reason is that utilities were high for heating the FBO hangar and the blimp hangar. We expect to make up for this next month.
- Capital expenses: \$4,000 was spent on a concrete pad to put under the maintenance shed next to the maintenance shop. It had been flooding and this took care of that issue.
- \$27,000 was put towards the security cameras.
- \$5,400 was spent on a golf cart. That includes the trade-in of the current golf cart.
- Grant Update: The airport layout plan is still underway. WK Dickson sent a draft of the layout plan to GDOT for review just this past week.
- The obstruction clearing design has been advertised for bid. Those bids are due April 11th.
- An upcoming capital expense will be the FBO hangar doors. They need significant repairs. It will be \$20,000 (\$10,000 per door) for repairs. It is to the point of being a safety concern for the employees when they open the doors to pull airplanes out.
- Financials will be reported differently moving forward, as Gary has previously mentioned.
- Academy of Aviation has requested that we work with them to expand their ramp space to allow for more space for aircraft. That will be a part of next month's presentation.
- Academy of Aviation has taken over the space that National previously leased in the FBO lobby. FLYT is planning to lease a separate space in the lobby as well.

V. OLD AGENDA ITEMS

None

VI. NEW AGENDA ITEMS

22-03-01 Consider Update to Capital Improvement Plan Due to Bipartisan Infrastructure Law Funding

- We just got the information for the Bipartisan Infrastructure Law. GDOT said that they need updated CIPs by March 15th. This is fluid; as they get guidance and as the funding comes out, we may move some things around. This is to initially get them going.
- The air traffic control tower is in the 2022 fiscal year. That is a five-year process.

- The Runway Safety Area and Taxiway Safety Area improvement design, the runway and taxiway crack seal, and the remark design are high on the list because they have to do with safety. The design, expansion, and strengthening of the terminal apron is also on the list for this year.
- For fiscal year 2023, the discretionary funding could go toward the apron expansion and strengthening. Our backup plan is some more design projects, such as the medium intensity lighting, the design for rehab strengthening, extending taxiway Alpha, and for the Area B design.

Ken Fleming made a motion to approve the CIP as presented for submission, seconded by Gary Zarlengo.

Motion carried 4/0.

22-03-02 Consider Purchase of Hangar A2

- Hangar A2 is adjacent to the FBO hangar. We own every hangar in that complex with the exception of A2. The location of this hangar is unique, in that we need to control that whole area. The future plan is to tear everything down and build one nice big hangar.
- The owner accepted our offer to purchase the hangar.

Greg Garmon made a motion to approve the purchase of hangar A2 as discussed in Executive Session, seconded by Ken Fleming.

Motion carried 4/0

Ken Fleming made a motion to approve either Max Braun or Hope Macaluso to enter into a purchase agreement, seconded by Greg Garmon.

Motion carried 4/0

VII. EXECUTIVE SESSION

Greg Garmon made a motion to enter into Executive Session for pending litigation and personnel matters, seconded by Ken Fleming.

Motion carried 4/0.

VIII. ADJOURNMENT

Max Braun made a motion to adjourn the regular meeting at 7:57 PM, seconded by Greg Garmon.

Motion carried 4/0.

Attest

Max Braun, Chairman