

Peachtree City Airport Authority (PCAA)
Thursday, July 14, 2022
Regular Meeting Minutes

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

Members not Present: Matt Garrett - Alternate

I. CALL THE MEETING TO ORDER

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

Max opened the meeting up for public comment from the audience. No comments were made.

II. APPROVAL OF MINUTES

Ken Fleming made a motion to approve the March 2022 meeting minutes, seconded by Gary Zarlengo.

Motion carried 3/0; Max Braun and Greg Garmon abstained.

III. REPORTS

Gary Zarlengo gave a finance and capital budgeting report.

- \$45,000 positive cash flow from operations for the month
- \$580,000 positive cash flow for the year
 - This is close to the cash flow budget for the whole year.

Mike Melton gave an operations report.

- Jet fuel budget for June: 31,000 gallons; Jet fuel sold for June: 34,687
- AvGas budget for June: 19,000 gallons; AvGas sold for June: 22,608
- 1,220 transactions were run in June
- Average operations per day for June: 338
- FFC has the second largest based aircraft fleet in the state - 230 aircraft
- One bird strike in June - no damage to the aircraft
- Someone drove their automobile down the runway. This was caught on video and the driver was asked to not drive on airside airport property anymore.
- USDA did a site visit and removed 26 geese, 5 deer, and 3 coyotes.
- ACE camp was held at the airport in June.
- Civil Air Patrol opened up their new facility on the north side of the field.

- Access Control installation is on hold since we have been short on maintenance personnel. A new maintenance supervisor has been hired recently. This will allow Access Control to start back up next week.
- Hope spoke about two incidents on the airfield involving paint being poured into FFC storm water drains. The airport authority was briefed on the paint pouring incidents, EPA has been notified, and an investigation is open.

IV. FINANCIAL REVIEW

Hope Macaluso gave a finance review.

- It was a strong month in fuel sales.
- Expenses were over a bit, which was from credit card fees due to the high fuel sales.
- The last payment was made for the work done on the FBO Hangar doors.
- An exterior light on the blimp hangar was added.
- The power in Area C to be used for cameras is finished.
- Additional crack seal was added to the north apron.
- WK Dickson was not able to make the deadline of addressing the comments made by GDOT about the Airport Layout Plan because they were understaffed for a period of time due to vacations and sickness. This should be completed in the next day or so.
- The obstruction clearing project begins on July 25th.
- The process for the runway crack seal and remark project is underway with Michael Baker Intl.
- Academy of Aviation (AOA) had requested that their apron be expanded for additional tie-down space. The quotes that we received were unfavorable, so this project is on hold. In the meantime, they are using some tie-down spaces on our transient ramp. They have requested that a pedestrian gate be added in the fence line so that they can walk directly from the hangar down to their aircraft. We are getting a quote on that.
- The main reason why we have held off on hangars being built at the airport is because of the Airport Layout Plan. This is almost finished. A number of people have expressed interest in building hangars and they have been reached out to via email to see who is still interested. There will be an application process for those interested. Hope plans to have a recommendation for the authority in August as to who she believes should be allowed to build at the airport and why.
- The maintenance supervisor position has been filled. There is a part time maintenance helper position still open.
- There is going to be an added shift on the line to have an extra employee here for the busiest part of the day to help alleviate the wait time that tenants and flight schools are currently experiencing.

- A final agreement was made and the closing documents have been sent for Hangar A2. The closing should happen soon.
- Hope spoke at the Rotary Club of Peachtree City at the request of Doug Warner.

V. OLD AGENDA ITEMS

22-05-02 Airbase Georgia Presentation

Airbase Georgia gave a presentation and spoke about their new project, which is a museum annex.

VI. NEW AGENDA ITEMS

22-07-01 Consider Update to Rules and Regulations

Hope spoke about rules and regulations.

- The minimum standards have been separated out of the rules and regulations.
- Nothing was added to the rules and regulations document.

22-07-02 Consider Adoption of Minimum Standards

Hope spoke about minimum standards. They are primarily intended for commercial tenants. Hope advised the authority that there is a 10 day Public Comment period.

22-07-03 Discussion of Safety Concerns

Greg spoke about safety concerns.

- Greg met with AOA about some safety concerns.
- Greg would like to put a focus on safety and possibly create a safety task force.

22-07-04 Discussion of Updated Access Agreement

- Hope presented an access agreement that has been vetted by the airport attorney and GDOT compliance.
- The airport has had an agreement with Chick-Fil-A in place since 2007.
- There are four additional properties with deeded easements to the airport but no access agreement in place.
- Airbase Georgia, as a nonprofit organization, would not be required to pay the full rate.
- Hope referenced FAA guidance concerning how the rates should be set.
- Max asked if the fees proposed were commensurate with airport property. Hope said that yes, they are. Max asked if the GDOT comments were from Steve Brian. Hope said that yes, he is the director of GDOT's aviation program.

- Greg asked if there any cost savings to someone having a hangar on airport property versus off airport property. Hope said that the only difference is that those on airport property only pay taxes on their building. Those off airport property pay it on the entire parcel.
- Gary asked what would happen if the through the fence property owner refused to sign the agreement. Mark answered that it is not an option, it is an FAA requirement and an absolute necessity. Mark clarified that the agreement should be in place whether the access is being utilized or not.
- Allen requested to see what the rate would be for each individual property.
- Through the fence property owner, Fran Hess, mentioned that when constructing her building, previous airport management refused to give her an access agreement, which is why the building is not a hangar. She expressed concerns with paying the fee being that she does not use the access.

VII. EXECUTIVE SESSION

Ken Fleming made a motion to enter into Executive Session for real estate matters, seconded by Gary Zarlengo.

Motion carried 5/0.

VIII. ADJOURNMENT

Greg Garmon made a motion to adjourn the regular meeting at 8:45 PM, seconded by Gary Zarlengo.

Motion carried 5/0.

Witness

Chairman, Max Braun