

**Peachtree City Airport Authority (PCAA)**  
**Thursday, October 13, 2022**  
**Regular Meeting Minutes**

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

**Members not Present:** Allen Morrison – Member, Matt Garrett - Alternate

**I. CALL THE MEETING TO ORDER**

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

Max opened the meeting to public comment. There were no comments.

**II. APPROVAL OF MINUTES**

Ken Fleming made a motion to approve the August and September 2022 meeting minutes, seconded by Greg Garmon.

Motion carried 4/0

**III. REPORTS**

Gary Zarlengo gave a finance and capital budgeting report.

- PCAA ended the 2022 fiscal year with good cash flow.

Mike Melton gave an operations report.

- Fuel sales were good for the month.
- WWII days went well last weekend, however it would have been easier to manage if they would have had an airboss.
  - Hope does not recommend having another event like WWII days, as our airport has grown too much to continue having events of the sort.
- Challenge Air will happen soon.
- USDA removed some more animals this month.
- There is some piping work that is needed at the fuel farm.

**IV. FINANCIAL REVIEW**

Hope Macaluso gave a finance review.

- PCAA exceeded budgeted fuel sales for August.
- Net income for the month was 69% higher than budgeted for August.
- Jet fuel sales were good for September.
- The ALP should be wrapped up by November.

**V. AGENDA ITEMS FOR DISCUSSION**

**22-10-01** Air Show 2022 Briefing

Steve Webster gave a briefing.

**22-10-02** Discuss Capital Improvement Plan for Grants

Hope Macaluso spoke about the improvement plan, highlighting the next fiscal year.

**VI. AGENDA ITEMS FOR ACTION**

**22-10-03** Consider FY 2023 Operating and Capital Budgets

Gary Zarlengo made a motion to approve the 2023 operating budget, seconded by Greg Garmon.

Motion carried 4/0

Greg Garmon made a motion to approve the 2023 capital budget, seconded by Gary Zarlengo.

Motion carried 4/0

**22-10-04** Consider Right of First Refusal for Port-a-Port Hangar D7

Ken Fleming made a motion to forego the right of first refusal on Hangar D7 and approve the assignment of the lease to the new tenant, seconded by Greg Garmon.

Motion carried 4/0

**22-10-05** Consider Staff Retirement Criteria

This agenda item was combined with 22-10-06.

**22-10-06** Consider Adoption of New Staff Retirement Plans

Gary Zarlengo made a motion to adopt the resolution to adopt the PCAA 457 deferred compensation plan as described, seconded by Ken Fleming.

Motion carried 4/0

Gary Zarlengo made a motion to adopt the resolution to adopt the PCAA 457 matching retirement plan as described, seconded by Gary Greg Garmon.

Motion carried 4/0

Greg Garmon made a motion to terminate the simple IRA plan at the end of 2022, seconded by Ken Fleming.

Motion carried 4/0

**22-10-07** Consider Applying for the FY2023 Airport Terminal Program

Hope spoke about the Airport Terminal Program.

- The main terminal building could use an expansion, it is running out of room.

Gary Zarlengo made a motion to apply for the 2023 terminal program as described, seconded by Ken Fleming.

Motion carried 4/0

**VII. EXECUTIVE SESSION**

No executive session.

**VIII. ADJOURNMENT**

Greg Garmon made a motion to adjourn the meeting at 8:26 PM, seconded by Ken Fleming.

Motion carried 4/0

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Witness

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Chairman, Max Braun