

**Peachtree City Airport Authority (PCAA)**

**Thursday, November 10, 2022**

**Regular Meeting Minutes**

**Members Present:** Max Braun – Chairman, Greg Garmon – Vice Chairman, Gary Zarlengo – Secretary/Treasurer, Allen Morrison - Member, Ken Fleming - Member, Matt Garrett - Alternate, 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 7:01 PM.

**II. APPROVAL OF MINUTES**

Ken Fleming made a motion to approve the October meeting minutes, seconded by Greg Garmon.

Motion carried 4/0, Allen Morrison abstained.

**III. REPORTS**

Gary Zarlengo gave a finance and capital budgeting report.

- PCAA ended the year with 1.8 million dollars in the bank.

Mike Melton gave an operations report.

- Over budget on both AvGas and JetA.
- It has been a busy month.
- Jet operations: 134
- Total operations: 10,444
- Average operations per day: 337
- Based aircraft: 241
- USDA has removed more wildlife.

**IV. FINANCIAL REVIEW**

Hope Macaluso gave a finance review.

- Net income for the month was 21% higher than budgeted.
- The airport layout plan is complete.

**V. AGENDA ITEMS FOR DISCUSSION**

**22-07-04** Discussion of Updated Access Agreement

- PCAA only charges for an access agreement if the access is utilized.
- Those that have historically received a discount that was put in place by a prior board are welcome to petition the airport authority if they feel that a discount is warranted.

Gary Zarlengo made a motion to approve the updated access agreement, seconded by Ken Fleming.

Motion carried 5/0.

**22-11-01** Discuss Ground Lease in Area C for Hangar Location 37

Greg Garmon made a motion to approve the ground lease in Area C for hangar location 37 for Hoback Investments LLC, seconded by Ken Fleming.

Motion carried 5/0.

**22-11-02** Discuss MOU Concerning Runway 13 Approach Slope and Landing Distance Available

- Jason Pace commented on behalf of the current landowner giving the history between previous owners and PCAA.

No action was taken.

**VI. AGENDA ITEMS FOR ACTION**

**22-11-03** Consider Forbearance of CPI Increases for this Fiscal Year

- Hope suggested that the CPI increases be foregone this fiscal year.

Greg Garmon made a motion to approve the forbearance of the 2022 CPI increase, seconded by Gary Zarlengo.

Motion carried 5/0

**22-11-04** Consider Capital Improvement Plan for Grant Applications

- Hope reviewed the capital improvement plan. It was the same as presented in the previous meeting.

Ken Fleming made a motion to approve the capital improvement plan for grant applications for fiscal year 2023, seconded by Greg Garmon.

Motion carried 5/0

**22-11-05** Consider GDOT Grant Acceptance for Crack Seal and Remark Project

- Hope reviewed the grant. The amount was much lower than the Tentative Allocation and was based on a bid price. The project will cover both the runway and Taxiway Foxtrot.

Greg Garmon made a motion to accept the GDOT grant for the crack seal and remark project, seconded by Ken Fleming.

Motion carried 5/0

**22-11-06** Consider Entering into Contract with Wall Asphalt for Crack Seal and Remark project

Gary Zarlengo made a motion to approve the crack seal and remark project for Wall asphalt with a not to exceed of \$223,892, seconded by Ken Fleming.

Motion carried 5/0

**22-11-07 Consider Replacement of Sewer Line for Toy Box**

Greg Garmon made a motion to approve the Fitzgerald and Sons bid of \$22,120.48 to repair the sewer line at the Toy Box, seconded by Ken Fleming.

Motion carried 5/0

**22-11-08 Consider Replacement of Sewer Line for FBO Hangar**

Gary Zarlengo made a motion to approve the Fitzgerald and Sons bid of \$36,000 to repair the sewer line at the FBO Hangar, seconded by Greg Garmon.

Motion carried 5/0

**22-11-09 Consider Replacement of Blimp Hangar Insulation**

Greg Garmon made a motion to table blimp hangar insulation 22-11-09, seconded by Ken Fleming.

Motion carried 5/0

**22-11-10 Consider Staff Incentive Plan Payout**

Ken Fleming made a motion to approve the staff incentive plan payout, seconded by Gary Zarlengo.

Motion carried 5/0

**VII. EXECUTIVE SESSION**

No executive session.

**VIII. ADJOURNMENT**

Ken Fleming made a motion to adjourn the meeting at 8:28 PM, seconded by Greg Garmon.

Motion carried 5/0

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Witness

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Chairman, Max Braun