

Peachtree City Airport Authority (PCAA)

Thursday, July 13, 2023

Regular Meeting Minutes

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

I. CALL THE MEETING TO ORDER

Greg Garmon called the meeting to order at 7:01 PM.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

None

IV. APPROVAL OF MINUTES

Max Braun made a motion to approve the June meeting minutes, seconded by Gary Zarlengo.

Motion carried 5/0

V. REPORTS

Gary Zarlengo gave a Finance & Capital Budgeting Report.

- 1.9 million dollars of cash is available for capital investment
- Last month we had about \$36,000 of free cash flow
- Year to date cash flow: \$636,000
- Capital outlays year to date: \$370,000
- Two major capital items for next year are the FBO hangar door and phase one of the airport terminal apron expansion
- Gross fuel margin for the month: about \$100,000
 - Jet Fuel margin: 45%
 - AvGas margin: 15%
- JetA sales are important to our positive cash flow.

Mike Melton gave an Operations Report.

- Even with the 10 day closure, we almost hit the gallon and dollar amount budgeted for AvGas.
- JetA fuel sales are below budget.
- There are strikes happening in the movie industry, which are contributing to our lower than budgeted JetA fuel sales.
- The ramp expansion at the Toybox has been completed.
- The concrete at the fuel farm is complete.
- The FBO hangar gutters are complete.
- The T-Hangar mechanical inspections are complete.

- USDA took two deer and will be back out next week.
- Still averaging over 350 aircraft operations per day.
- No security or safety issues in the month.

VI. FINANCIAL REVIEW

Gary Zarlengo gave a finance review in his initial report.

VII. AGENDA ITEMS FOR DISCUSSION

23-07-01 Discuss Funding Replant of Trees on Planterra Golf Course

- The golf course has requested PCAA to pay to replace trees in a different location than the trees that were removed. Some of the tree varieties would eventually grow tall enough to again interfere with the approach surface, which would not be eligible for another round of funding.

Greg Garmon instructed Airport Management to draft an email to send to Planterra Golf Course for the board to review regarding not replacing the trees with anything that would create a hazard to flight in the future.

VIII. AGENDA ITEMS FOR ACTION

23-07-02 Consider Accepting Tentative Allocation of Grant Funds to Expand Terminal Apron

- The tentative allocation that GDOT has issued for us is \$333,033.
- GDOT will pay 75% of the project and we will pay 25% of the project.
- It would be a few months before this started because we would have to put it out to bid.

Gary Zarlengo made a motion to accept the tentative allocation of grant funds to expand the terminal apron, seconded by Ken Fleming.

Motion carried 5/0

23-07-03 Consider Funding Engineering for Hangar Expansion at 1130 Echo Court

- This would be the engineering for doubling the hangar, but not the interior buildout of the hangar. That would be the responsibility of the tenant.
- This would cost \$63,351.
- The board would like more information about the actual buildout of the hangar and they would like this to be discussed among the PCAA development committee.

Greg Garmon made a motion to table item 23-07-03, seconded by Max Braun.

Motion carried 5/0

23-07-04 Consider Adoption of Updated Cash Management Policy

- The policy is being modified to identify three categories of funds.

Gary Zalengo made a motion to adopt the updated cash management policy, seconded by Ken Fleming.

Motion carried 5/0

IX. ADJOURNMENT

Greg Garmon made a motion to adjourn the meeting at 8:06 PM, seconded by Bill Beckwith.

Motion carried 5/0

Witness

Chairman, Greg Garmon