

Peachtree City Airport Authority (PCAA)
Wednesday, November 8, 2023
Rescheduled 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, Mark Oldenburg – Attorney, and Hope Macaluso, A.A.E. – Airport Manager

I. CALL THE MEETING TO ORDER

Greg Garmon called the meeting to order at 7:00 PM.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

Scott Quamme spoke. He occupies Hangar T10. Scott was given a notice to vacate his t-hangar. He talked with Hope and Mike. There was a verbal agreement that he would be allowed to stay in the hangar until December 31st. He was also told he would also be allowed to stay on the hangar waitlist. However, he was told today that he was no longer on the hangar waitlist when he asked the front desk. He also received a notice from the airport attorney saying that he is to be out of the t-hangar by November 29th. Scott has been in the Republic of Columbia for the last month dealing with thieves, liars, and organized crime. He stated that Hope said that she would give Scott a letter that stated that he must be out of the hangar by December 31st, but he received a letter from the attorney that stated a of date of November 29th. Scott said that it is impossible for him to comply with that date. Scott requested an answer as to if he was on the hangar waitlist and he received nothing from the attorney's office. He got the answer on his own tonight by asking the front desk. He has asked Hope and Mike to meet to explain what went wrong. He said that the only explanation that he has gotten from anyone was from the attorney, who said that the airport authority as a whole decided to move up the date that he is to vacate the hangar. He has sold airplanes and is continuing to sell more. He is getting out of aviation and said that he has the airport authority to thank for that. He had not planned to leave aviation in this way. He said that where he comes from, what this airport authority has done is called a lie. He said that he will be out of the hangar on December 31st. He thanked the airport authority for their time.

IV. APPROVAL OF MINUTES

Max Braun made a motion to approve the October 2023 meeting minutes, seconded by Bill Beckwith.

Motion carried 5/0

V. REPORTS

Gary Zarlengo gave a finance and capital budgeting report.

- We finished the last fiscal year with \$2,061,000 cash in the bank, less the \$9,600 that is in the escrow fund for the F16 maintenance.
- There is a \$1.8 million dollar capital budget for 2024.
- Budget for operational income for 2024 is \$750,000.
- We are beginning to spend more on capital expenditures with the money that has been collected over the last couple of years.

Mike Melton gave an operations report.

- USDA took a number of deer, coyote, and armadillos.
- Monthly operations: 11,550
- Average operations per day: 360
- Challenge Air has decided that our airport has become too busy for them to operate their event out of here in the future.
- There has been a staff change. Amanda Barton (Airport Executive Assistant) is leaving after six and a half years and Nichole McLachlan is moving into her position.
- We are working with the airshow company to talk about what a potential airshow might look like next year.
- We have had some fuel trucks down. Perry Brothers has been working on them.
- 24 hangars were inspected this month.

VI. FINANCIAL REVIEW

Hope Macaluso gave a finance review.

- The financials are not completely ready to share. We made \$17,272 on a budget of \$78,437.
- We had a major miss in the month on jet fuel pricing. We were under budget by over 3,000 gallons due to the air show, but also our fuel pricing has been incorrect. Hope believes this has been going on since September. The Point of Sale System was giving an arbitrary discount. Mike has been speaking with their software team and they are working to see where the issue occurred. The error cost us \$22,000 in lost revenues for the month.
- AvGas was correct and right on target for the month.
- \$9,965 in expenses are due to the lightning strike repairs. We are close to submitting the insurance claim on those expenses.
- We will be reimbursed for some uniform expenses from our co-op dollars with Perry Brothers.
- We spent over \$18,000 on the t-hangar doors. The expenses were initially approved in the August meeting and could not be capitalized. It was an operational expense.

- Capital Expenses:
 - \$18,500 for the remaining payments on the Toy Box Roof Project, which is now complete.
 - \$11,684 for two aircraft wheel dollies
 - \$15,415 to purchase a new UTV to replace the scrapped UTV.
- Grant Update
 - We have had the kickoff meeting for the Terminal Apron Expansion Project. A utility locate will be done on November 13th and core samples on November 17th. There will need to be a closure of Taxiway Bravo between Alpha and the off airport taxilane for one core sample.
 - We have now had two Zoom meetings on the ATCT Project. We have items due to the FAA on November 28th that will have to come from Michael Baker International. There will be a site visit the week of December 11th. Drone flights will be conducted and there will be a need for a runway closure of about one hour on December 12th, weather depending. Validation Date is February 22, 2024 and the Siting/Safety Assessment will be March 12, 2024.

VII. AGENDA ITEMS FOR DISCUSSION

23-11-01 Discuss Pace/Lynch Property

- Charles with Michael Baker International verified that the new proposed Gerresheimer building with HVAC units would not interfere with the RPZ.

VIII. AGENDA ITEMS FOR ACTION

23-11-02 Consider Contract with Michael Baker International for Air Traffic Control Tower Siting Study (Pre-Design Phase)

- What we have paid so far is for the FAA reimbursable agreement. That was \$73,000. This gets us a drone flight for the siting study.
- Michael Baker has a sub-contractor that they use for this. The FAA is comfortable with this sub-contractor.
- The contract with Michael Baker includes the sub-contractor. The contract is \$105,346. This does not include the environmental assessment. The total for Michael Baker including the environment assessment is \$117,766.

Gary Zarlengo made a motion to approve the contract with Michael Baker International for Air Traffic Control Tower Siting Study not to exceed \$118,000, seconded by Ken Fleming.

Motion carried 4/0. Greg Garmon abstained.

23-11-03 Consider Capital Improvement Plan for Grant Applications

- The only thing that changed was an increase in the price for land acquisition.
- This is for FY 2025. They require a five year outlook.

Ken Fleming made a motion to approve the five year Capital Improvement Plan for Grant Applications to GDOT, seconded by Gary Zarlengo.

Motion carried 5/0

IX. EXECUTIVE SESSION

Max Braun made a motion to enter into executive session for legal, employment, and real estate matters, seconded by Gary Zarlengo.

Motion carried 5/0

X. ADJOURNMENT

Max Braun made a motion to adjourn the meeting at 8:41 PM, seconded by Bill Beckwith.

Motion carried 5/0

Attest

Chairman, Greg Garmon