

Peachtree City Airport Authority (PCAA)
Thursday, October 17, 2024
Rescheduled Meeting Minutes

Members Present: Ken Fleming – Acting Chairman/Vice Chairman, Gary Zarlengo – Member, Bill Beckwith - Member, Miranda Shockley – Member, Mark Oldenburg – Attorney, and Hope Macaluso, A.A.E. – Aviation Director

I. CALL THE MEETING TO ORDER

Ken Fleming called the meeting to order at 7:00PM.

II. PLEDGE OF ALLEGIANCE

III. OPENING REMARKS

Ken Fleming gave the opening remarks.

IV. PUBLIC COMMENT

There were no comments made from the public.

V. APPROVAL OF MINUTES

September 12, 2024 Rescheduled PCAA Regular Meeting

Bill Beckwith made a motion to approve the September 2024 meeting minutes, seconded by Gary Zarlengo.

Motion carried (4/0)

VI. REPORTS

Development Committee

- Hope advised the update for the new C6 and C7 hangars being built. They have done the staking of the corners of each building. Due to the need to have 50 feet in between each building the buildings will be a little smaller than originally planned. It was originally planned 130 feet wide but will now be 120 feet wide by 110 feet deep. The leases will be able to be signed with the completed footprint.

Finance and Oversight Committee

- Gary Zarlengo gave the finance and oversight committees updates for the month of September.
- We ended the fiscal year with about \$6.1million of gross sales, including \$800,000 in grants.
- Our net assets are about \$23.8 million.
- The bi-weekly payroll going into the new year is about \$40,000 every two weeks.
- Our capital investments were about \$1.4 million last year.
- The capital budget will be bigger for 2025 fiscal year and will be up for a vote at the November board meeting.

- Gary has been working on the PCAA bylaws and committee charters for both the finance and governance committees that are chartered under the Bylaws. Mark will review these items, and they will be added to the November agenda to be voted upon.

Tenant Roundtable

- Bill Beckwith gave the tenant round table update from September 25, 2024. The tenants present were John Hudson, Mike McGowan, and Harlan Hamlin. The tenants mentioned that they were impressed with the lead line service representative Tyler Granroos professionalism.

Operations - Mike Melton, Assistant Airport Manager- Operations and Maintenance

- Mike reported we were under budget on jet fuel. We sold 13,465 gallons on a budget of 28,000.
- We were under budget on avgas. We sold 28,240 gallons on a budget of 31,000.
- Due to Hurricane Helene there was a state suspension on sales tax.
- We had a total of 9,990 operations, 169 were jet operations.
- The airport has been very busy with Air Show preparations.
- Mike has been spending a significant amount of time on the apron expansion project.

Customer Experience - Meridith Allen, Assistant Manager Airport -HR and Customer Service

- Meridith reported that we have 19 on our tie-down waitlist, 25 on our FBO hangar waitlist, and 62 on our T hangar waitlist.
- The Cajun Navy reached out asking us to be a hub for the community to drop off donations and for the RV squadron and other volunteer pilots to bring the supplies to the Asheville and Douglas airports. We received positive feedback from all the volunteers and community.
- Meridith and Nichole have been working on the behind-the-scenes Air Show preparations.
- The airport currently has a total of 26 part-time and full-time employees.

VII. FINANCIAL REVIEW

Aviation Director, Hope Macaluso, A.A.E.

- Hope explained the parking plan for the upcoming Air Show.
- Overall, we were under plan for the month of September, but we are just over target for the entire year.
- We had no capital expenses this month, except those related to the grant.

- We did receive the pricing for the FBO renovation. It came back more than twice the amount we expected. We are going to take a look and cut out any unnecessary items and it will be on our capital list for next month.
- Hope clarified that the only plans for the FBO lobby bathrooms during the renovation is to bring them up to ADA compliance.
- The terminal apron expansion project is substantially complete. We did the punch list walk through on Tuesday. There are a few stormwater related items that will be completed after the air show.
- We do have a \$1.5 million dollar payment owed to the construction company. Hope is waiting until we get the money from GDOT to pay that invoice. Everything should be completed in November.

VIII. AGENDA ITEMS FOR DISCUSSION

There were no agenda items for discussion.

IX. AGENDA ITEMS FOR ACTION

24-09-01 Consider Capital Improvement Plan for Grant Funding

- Everything in the beginning of the list is ongoing or completed projects that are from GDOT's fiscal year 2026 that started July 1.
- First, is the air traffic control design. The siting study is due back to us on December 2 for the air traffic control tower site. After that we will expect a category x environmental. In January we will start on the design. We will be putting the application in for the amount of \$800,000 in BIL funding for the tower design.
- The RSA (runway safety area) and TSA (taxiway safety area_ improvements. Michael Baker is working on a determination study. The study will help us to improve the ends of our runway and give us more on our declared distances. After the determination study we would move into the design phase.
- We have an antiquated approach lighting system and need to look at upgrading that system. We would need to look at the design in 2026 to decide if we're going to do a EMAS (Engineered Materials Arresting System). We would look at changing to a medium intensity LED approach lighting system and upgrade the edge of lights on both the runway and taxiway foxtrot. No construction would happen in 2026. We will also have to have an environmental assessment done for this project.
- Michael Baker has just begun the design of the terminal auto parking area expansion. The construction would be a state project at 75/25. If we're selected for this project our portion would be \$190,000.
- The stormwater master plan is something that the city has requested we do. This is something that we will fund locally, it is not reimbursable, and it shows we are willing to improve the airport on our own. Considering the issue we had with the stormwater land disturbance permit for this last construction project, this is needed. The cost will be \$165,000.

- We have some avigation easements off the end of the runway that we need to clean up regarding the hill where Gerresheimer is located. Most of the work is done, we need to complete the additional obstruction removal.
- Michael Baker is doing another LIDAR survey to see if there are any trees left out there. Hopefully, it should be removing the trees from the FAA's system. Their system may show they are still there, but they are actually gone. If not, then it would be removing additional obstructions.
- We are currently putting in an application for the 2026 items. All the other items are for planning purposes. When making the list, the items are lined up with the NPR, national priority rating.
- Gary did not see the EMAS on the 2026 Capital Improvement Plan. Hope agreed that it had been mistakenly left off. It was decided that Hope will add the EMAS construction to the 2027 portion of the capital improvement plan.

Max Braun made a motion to approve the Capital Improvement Plan for Grant Funding, with the addition of the RSA/TSA construction in year 2027 seconded by Gary Zarlengo.

Motion carried (4/0)

X. EXECUTIVE SESSION

No executive session was needed.

XI. ADJOURNMENT

Max Braun made a motion to adjourn at 7:34PM, seconded by Gary Zarlengo.

Motion carried (4/0)