

Peachtree City Airport Authority (PCAA)
Tuesday, April 15, 2025
Rescheduled Meeting Minutes

Members Present: Ken Fleming – Chairman, Max Braun – Vice Chairman, Gary Zarlengo – Secretary/Treasurer, Elizabeth Pfingsten – Member, Bill Beckwith – Member, Steve Hanes – Alternate, Mark Oldenburg – Attorney, Denver Garrett – Assistant Director of Operations and Maintenance, and Hope Macaluso, A.A.E. – Aviation Director

I. CALL THE MEETING TO ORDER

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

II. PLEDGE OF ALLEGIANCE

III. OPENING REMARKS

- Ken Fleming gave the opening remarks and apologized for the rescheduling of the meeting due to spring break.
- Ken welcomed Denver Garrett as the new Assistant Director of Operations and Maintenance.

IV. PUBLIC COMMENT

There were no comments made from the public.

V. APPROVAL OF MINUTES

February 13, 2025, Regular PCAA Meeting

Max Braun made a motion to approve the February 2025 meeting minutes, seconded by Elizabeth Pfingsten.

Motion carried (5/0)

VI. REPORTS

Development

- Max Braun advised there were no updates about development.

Finance and Oversight

Gary Zarlengo reported the cash balance remains the same.

- Gary updated the authority that they are only earning a couple percent interest on the money market account but that they may want to consider the option of CDs to earn a higher interest rate.
- The authority previously approved 3.6 million on the capital budget for the year.
- At least one of those items the Toy Box expansion has been indefinitely delayed.
- The authority will need to eventually decide on the FBO hangar door.
- That leaves a 1.2 million capital budget for this year.

- We have spent about \$500,000 to date for the year. We are currently on budget for the year.

Tenant Roundtable

Bill Beckwith gave the tenant roundtable update.

- They are working on some ideas with the members and hoping to move forward with some of their concerns.

Operations - Hope Macaluso, Aviation Director

Hope gave the operations report for March and April.

- Jet fuel sales and operations were down for both months. Tickets and total operations were also down. A lot of that had to do with the weather in the winter months.
- We did not have any wildlife strikes or security issues.
- Denver Garrett the new Assistant Director of Operations and Maintenance introduced himself.
 - He is from Peachtree City and graduated from McIntosh High School in 2010.
 - He graduated from Middle Tennessee State University with a bachelor's in aerospace administration.
 - After college he was hired to do airside operations, enforcing part 139 and TSR 1342 standard airport security at Midland International Air and Space Port in West Texas for a year.
 - From there he was hired by Hartsfield Jackson Airport doing the same thing for 5 years.
 - In July of 2023 he was hired as the assistant airport manager at Fulton County Airport.

VII. FINANCIAL REVIEW

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

Hope gave the financial report.

- We had weak jet fuel sales both months.
- Avgas was just a little behind plan in February and right on plan in March.
- Expenses were down overall, but specifically in payroll since we still have open positions.
- Net income was less than expected for both months, we are still ahead year to date.
- Atlanta Speedway Airport in Hampton is closed for 2 weeks because of a runway overlay. We have several aircraft with us for a couple of weeks. Including a Citation and 2 flight schools.
- Gary asked when he thinks Falcon Field will need an overlay. Hope answered that the last asphalt overlay was completed in 2014, and they are generally good for about 10 years.
- As part of the Runway Safety Area (RSA) analysis they are recommending that we have our runway grooved. In the next couple of years, we are looking at a major runway project for both the EMAS, Engineered Materials Arresting System

and grooving. The amount of time the runway is closed will depend on the contractor. C. W. Matthews did our last overlay. They were very professional and excellent to work with.

- The only capital expense in the past two months was related to the auto parking lot expansion design.
- Grant update on the auto parking lot expansion: GDOT advised at the AGGAA conference last week if the project was done in the 2025 fiscal year, they would only be able to give us \$650,000. That amount will not cover the project. GDOT asked us to wait until the 2026 fiscal year. They also advised that landscaping is not eligible for grant funding. Peachtree City has specific landscaping requirements. That will increase our portion of the project. We will delay moving forward with this project.
 - Gary asked if the expansion needs to include EV (electric vehicle) charging stations, and who pays for maintenance and electric consumption?
 - Hope advised that it depends on who installs them. Michael Baker is still working on the design, so it is still unknown currently.
- Apron Expansion Update.
 - Independence Contractor came out two weeks ago to regrade at the corner of taxiway Alpha at Bravo. That did cause a taxiway closure for a few days. The water now drains toward the drain in that area.
 - They are going to have to come back to address some erosion in the ditch and some issues with the detention pond.
 - The grant is not closed out. We have a year and a half on that grant until we must close it out.
- There is no update on the tower grant. Everything has been submitted for the BIL funding for the design.

VIII. AGENDA ITEMS FOR DISCUSSION

None

IX. AGENDA ITEMS FOR ACTION

25-04-01 Consider Purchasing Mower Boom Arm for Tractor

- Hope budgeted \$30,000 for the boom arm in our capital spending plan.
- Our tractor can only handle a 14-foot boom arm. This will help us to get into the ditch areas and wet areas that we cannot currently get into with the tractor.
- The price for the mower boom arm is \$18,261.40.

Gary Zarlengo made a motion to approve the purchase of the mower boom arm for the tractor for the quote price that was provided, seconded by Bill Beckwith.

Motion carried (5/0)

25-04-02 Consider Replacing Camera Server and Adding Cameras

- The current cameras were installed in 2021.
- After the break-in in January, Hope discovered that system is not very user friendly. It works for its purposes but is very time consuming.
- We are looking into a new software company and if we move to their system, it requires a more robust server.
 - We would keep our existing server and add to it.
 - Adding the server would give us the ability to switch to another company and will include AI.
- We have a couple of cameras that need to be replaced.
 - One by the Civil Air Patrol tower that also shows the approach to runway 13.
- With switching the software, we will also need new licenses for our existing cameras.
- We currently have 30 days of recording. This will give us more recording capability and we will be able to look back further than 30 days.
- Max asked if Southern Fiber is the same vendor that installed and did all the work with the existing camera system?
 - Hope confirmed that it is the same vendor.
- Eventually, Hope would like to add some cameras to some of the blind spots. This project will not account for that. She will need to get a quote for that and come back to the board with the numbers.
- Gary verified that we would be purchasing both a new server, software, and a couple of replacement cameras.
 - He also verified that the Wi-Fi and the existing working cameras will stay the same.
 - Hope advised yes, the existing working cameras will remain they just get relicensed.
 - He wanted to know the typical cost of a camera and if all our existing cameras are the same.
 - Hope advised the camera in the FBO and FBO hangar are fisheye cameras. They give a 360-degree view. We also have 2 pan tilt zoom cameras for our approaches with night vision.
- Ken added that he thinks that having the cameras has been very valuable.

Max Braun made a motion to approve the replacement of the cameras, server, and associated items not to exceed \$33,222.88, seconded by Elizabeth Pfingsten.

Motion carried (5/0)

25-04-03 Consider Aviation Director's Compensation

- Ken began by saying this was a planned expense in the operating budget. We are behind on approving this. It should have been approved at the end of 2024.

- He thanked Beth for doing some market research so they can base the pay on what the market is currently offering.
 - PDK was currently hiring a new directory in February. Their base pay start was very significant. The authority realized they had not kept up with the economy for the director's salary.
- Gary did an analysis on the impact of the budget.
 - The PCAA has spent about \$468,000.00 on labor through the first six months of the fiscal year.
 - The budget was planned at \$556,000.00 with a fully operational staff.
 - We will be a little over a million dollars. Our actual budget was \$1,100,000.00 for the year. We are still under budget by \$100,000.00.
 - Financially, this will not have an adverse impact on the budget.
- Max said that this is an important opportunity to raise baseline where the market stands.
- Ken highlighted that Hope brings a lot to the table.
 - She has been at PCAA for over 13 years.
 - Was the past chairperson of the Association of Georgia General Aviation Airports.
 - She is a certified member of AAAE (American Association of Airport Executives).
 - She does a lot with GDOT, the FAA, grants, and is key to the continued growth of PCAA.

Max Braun made a motion to approve the Aviation Director's salary at \$150,000 effective as of January 1, 2025, seconded by Gary Zarlengo.

Motion carried (5/0)

Gary Zarlengo spoke and asked to have a review of the status of capital projects added to the agenda each month.

X. ADJOURNMENT

Ken Fleming made a motion to adjourn, seconded by Elizabeth Pfingsten at 7:30 PM.

Motion carried (5/0)