

Peachtree City Airport Authority (PCAA)
Meeting Minutes
Tuesday, August 18, 2026
APPROVED

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

Members Not Present: Margaret Amalfitano – Member

I. CALL THE MEETING TO ORDER

Ken Fleming called the meeting to order at 6:00 PM.

II. PLEDGE OF ALLEGIANCE

III. OPENING REMARKS

Ken Fleming gave the opening remarks. Ken advised the Authority will be changing the cadence of the meeting due to having some important items on the agenda. First, he asked to have Niki Vanderslice join their executive session. Second, he asked to move the executive session up on the agenda. The reason being for the Authority to go over all the changes, review, ask questions, and have a good understanding of the agenda items.

At this time, Ken Fleming requested to move item X up on the agenda.

X. EXECUTIVE SESSION

Ken asked for a motion to have Niki Vanderslice join the PCAA for Executive Session. Bill Beckwith made a motion to have Niki Vanderslice join the PCAA for Executive Session, seconded by Gary Zarlengo.

Motion carried (4/0)

Ken Fleming made a motion to enter into executive session, seconded by Bill Beckwith at 6:03 PM.

Motion carried (4/0)

Gary Zarlengo made a motion to adjourn Executive Session, seconded by Bill Beckwith at 6:55 PM.

Motion carried (4/0)

IV. PUBLIC COMMENT

There were no public comments.

V. APPROVAL OF MINUTES

June 21, 2026, PCAA Regular Meeting

Gary Zarlengo made a motion to approve the June 2026 meeting minutes, seconded by Bill Beckwith.

Motion carried (4/0)

VI. REPORTS

Finance and Oversight

Gary Zarlengo gave the finance and oversight report.

- There is about \$2.2 million in the bank.
- Cash is up about \$90,000 from last month.
- Capital expenditure outlays year-to-date are up about \$850,000.

Operations - Denver Garrett, Assistant Aviation Director, Operations and Maintenance

- Denver reported on Key Performance Indicators for July.
 - Two deer were lethally mitigated from the airfield.
 - There were no reported bird strikes.
 - Two reported aircraft incidents.
 - 7/15/2026: N43685 (Piper PA-28)
 - At ~1125L and upon landing on Runway 31, N43685 experienced a loss of tire pressure on the nosewheel. The aircraft was able to taxi off the runway and stopped past the hold bars on TWY C. Soon after FFC staff were able to tow the aircraft off the field and conduct a runway inspection. No FOD or other factors were found on the field that contributed to this incident. No emergency was declared corresponding to this incident.
 - 7/15/2026: N131AG (Piper PA-44)
 - At ~1200L and after lining up for departure on Runway 31, the instructor pilot of N131AG conducted a simulated single engine out to the student pilot who had the controls. Since this aircraft is twin engine, the aircraft veered off the right edge of the runway directly next to the numbers. This was likely caused by the differential thrust placed on the aircraft, and potentially a wrong rudder input. FFC staff as well as US Aviation Staff were able to push the aircraft back onto the runway and remove it from the field. FAA Regional Operations Command was advised of this incident. No emergency was declared corresponding to this incident.
 - No fire hazard incidents.
 - No security incursions.
 - Total aircraft operations were 12,596.
 - Total turbine operations were 248.
 - Av Gas Sold MTD: ~16,499 Gallons out of the forecast of 32,000: At the current daily sales rate we are **~3% behind** for the month.
 - Jet A Sold MTD: 12,182 Gallons out of the forecast of 26,000: At the current daily sales rate we are **~15% behind** for the month.

VII. FINANCIAL REVIEW

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

- July revenues were behind in jet fuel sales due to overbudgeting for FIFA. We are still ahead in avgas sales.
- YTD we are 5% behind planned jet fuel sales, but ahead YTD by 28% in avgas sales.

- Expenses were over as well. We had a large plumbing expense at the FBO hangar. A sewer line had to be repaired for \$8,165. There was also a repair to the door on hangar A2 for \$3,081. These two expenses account for the overage. Maintaining aging buildings is very expensive.
- Although we did not make the month, we are still ahead year-to-date, and cash is up from June.
- Grant update:
 - ATCT- We have made the final pay request for the design phase of the air traffic control tower and will be closing that grant out. We will advertise for the Communications and Weather Equipment. Those bids will be due back on September 17.
 - Runway Safety Area Improvements (EMAS) – we have GDOTs tentative allocation for the design and environmental process. That is on the agenda for consideration.

VIII. AGENDA ITEMS FOR DISCUSSION

None

IX. AGENDA ITEMS FOR ACTION

26-08-01 Consider Contract with Michael Baker Intl. for Runway 13/31 Runway Safety Area Improvements – NEPA Categorical Exclusion

- This contract is for the runway 13/31 safety area improvements NEPA (National Environmental Policy Act) categorical exclusion (CatEx). This is a 360-day project from notice to proceed, and the cost is \$58,088.48. This will be reimbursable once the contract is done. We'll be reimbursed 90%.

Elizabeth Pfingsten made a motion to approve the contract with Michael Baker International for Runway 13/31 Runway Safety Area Improvements for \$58,088.48, seconded by Bill Beckwith.

Motion carried (4/0)
(For: Bill, Gary, Ken, Beth)

26-08-02 Consider Land Acquisition from Fayette County Development Authority

- Fayette County Development Authority has had an opportunity to purchase some land that abuts the airport property inside Fayette County. It's between airport property and Line Creek. The FCDA is going to then sell us one of those parcels. It's 34.36 acres on the TDK end of the airfield.
- Hope's first ask is to consider whether we want to purchase the 34.36 acres for aviation use. We will build on all the land that's buildable and is not wetland. We will be purchasing the whole parcel including the wetland.
- The purchase price is \$1,570,000.
- Gary advised this is an important purchase for the Authority because it gives us control of all the land surrounding our runway. This is a strategic acquisition by the Authority. He's grateful for the Authority members who've worked this, the attorneys and for Fayette County Development Authority for helping this bring this to fruition. He stated that this is a big deal for the community.
- Ken emphasized this gives us control of the borders of the airport. He thanked the FCDA for helping pull this together. This is what was talked about in executive session. There's been a lot of back and forth on this complicated arrangement. He is happy that the Authority will acquire the land and put it to good use for both the airport and community in Peachtree City and Fayette County.

Ken Fleming made a motion to approve the land acquisition from Fayette County Development Authority for 34.3641 acres for \$1,570,000, seconded by Elizabeth Pfingsten.

Motion carried (4/0)
(For: Bill, Gary, Ken, Beth)

26-08-03 Consider Loan Agreement with the Fayette County Development Authority for Land Acquisition

- Hope spoke regarding the \$1,570,000 sale price and explained that PCAA would need a loan.
- The FCDA, through our intergovernmental agreement, has right of first refusal for any loan needs that the airport authority has. They have agreed to loan us the funds for the land purchase at 2.2% per annum for the term of five years.
- There's a potential for two one-year extensions of that loan term. At the end, we will owe \$1,727,000. It's a five-year loan with two one-year potential extensions.
- The reason that timing is important is that this may be eligible for future reimbursement through GDOT at 90%. Our goal is to be reimbursed within the seven years.
- Ken added we're optimistic on this. It's a great finance rate. The FCDA is working with us because they see the long-term benefit to both the community and the aviation community. GDOT is aware that this transaction is underway, but they're also aware we're contending with tower funds and EMAS funds.

Elizabeth Pfingsten made a motion to approve the loan agreement with the Fayette County Development Authority for the land acquisition of 34.3641 acres for \$1,570,000 at a 2.2% interest rate for a 5-year term totaling \$1,727,000 and the borrower has the right to extend 2 additional 1-year terms, seconded by Bill Beckwith.

Motion carried (4/0)
(For: Bill, Gary, Ken, Beth)

26-08-04 Consider Acceptance of Assignment of Ground Leases from Fayette County Development Authority

- Hope stated we're entering into the lease jointly with U.S. Aviation Academy and Fayette County Development Authority. We'll assume the FCDA's portion of the lease once the closing has occurred. There is a second lease for a mixed hangar use development with the same terms.
- Terms will be a 40-year initial term with potential of two five-year extensions.

Elizabeth Pfingsten made a motion to approve the acceptance of the assignment of ground leases from Fayette County Development Authority, seconded by Gary Zarlengo.

Motion carried (4/0)
(For: Bill, Gary, Ken, Beth)

26-08-05 Consider Ground Lease with US Aviation Group

- Hope explained we'll be jointly entering into the ground lease with Fayette County Development Authority.

- Once we purchase the property, we will assume Fayette County Development Authority's portion of that ground lease with U.S. Aviation Academy. That is a 40-year lease with two potential five-year extensions.

Elizabeth Pfingsten made a motion to approve the ground lease with US Aviation Group, seconded by Bill Beckwith.

Motion carried (4/0)
(For: Bill, Gary, Ken, Beth)

At this time, Ken Fleming and Mark Oldenburg agreed to move agenda item **26-08-09** to keep the items in sequential order.

26-08-09 Consider Resolution to Allow Authority Chair or Vice-Chair to Execute All Closing Documents

- Mark summarized the resolution not only approves all of the documents that are required to close the deal with regard to the sale from the development authority to the airport authority. It authorizes the chair, and if the chair is not available, the vice chair to sign all the required closing documents.

Gary Zarlengo made a motion to approve the resolution to allow the authority chair or vice-chair to execute all closing documents, seconded by Bill Beckwith.

Motion carried (4/0)
(For: Bill, Gary, Ken, Beth)

26-08-06 Consider Contract with Michael Baker Intl. for Airport Letter of Map Revision (LOMR)

- Hope advised since we border Line Creek we are near the FEMA floodplain. If you go into Fayette County GIS, you can see the FEMA floodplain. It comes up and over the runway. It's also over many areas we've already built on, but it goes into future development areas and area C. For us to continue building, we need that FEMA line updated.
- This contract is for an airport letter of map revision (LOMR) design phase.
- The timing on it is up to 240 calendar days because there's going to be a lot of going back and forth with FEMA.
- This is not reimbursable. This is for future development. This is not a grant project. It is with Michael Baker International, and the total price is \$120,695.88.
- Gary clarified that it is 30 days for the preliminary design and 240 calendar days equaling a total of 270 days.

Elizabeth Pfingsten made a motion to approve the contract with Michael Baker International for the airport letter of map revision (LOMR) for a total of \$120,695.88, seconded by Gary Zarlengo.

Motion carried (4/0)
(For: Bill, Gary, Ken, Beth)

26-08-07 Consider Contract with Michael Baker for Area D Hangar Development Categorical Exclusion

- Hope advised area D is what we're calling that 34-acre tract. It's not currently on our airport layout plan, but it shows as a as future property. We've already submitted the CatEx for the purchase of the property. The next step is to submit the CatEx for the actual development. Project duration from notice to proceed is 360 days. That does include project formulation, the NEPA CatEx ecological field studies, delineation, and cultural resource studies. The cost of this is \$63,268.78 and should be part of the reimbursement of the property possibly up to 90%.

Elizabeth Pfingsten made a motion to approve the contract with Michael Baker International for Area D hangar development categorical exclusion for \$63,268.78, seconded by Bill Beckwith.

Motion carried (4/0)
(For: Bill, Gary, Ken, Beth)

26-08-08 Consider Acceptance of Tentative Allocation from GDOT for FY 2027

- Hope said we've already approved accepting the federal funding for the tower. The full tower amount, including GDOT's portion, is in this tentative allocation.
- The EMAS phase one, which includes the CatEx, and the design of the EMAS is also in the tentative allocation.
- Total allocation that GDOT will have in our next contract with them is \$11,391,000. Local responsibility is \$569,550. We can use our local land swap to cover that portion.
- This is 90% federal, 5% state, and 5% local funding.
- For the tower, we've already approved the amount offered by the FAA. The state's going to pitch in \$545,800. With our local land swap, that brings the total amount to \$10,000,916 available for tower construction and outfitting.
- The second is the runway safety area phase one. It'll include the CatEx and design of EMAS, the total of that is \$475,000. We will be responsible for \$23,750. The state's responsible for \$23,750. Of the \$11,391,000 that will go under contract the FAA's portion will be \$10,251,900.
- The state will be responsible for \$569,550, and we will be responsible for \$569,550.
- The ask is that we approve the tentative allocation of funding from GDOT for these two projects.
- The tower contract is expected to start no later than October 2026. The runway safety area is expected to start March 2027. Once we're done with CatEx, we'll move on to design. We'll have both of those contracts within this fiscal year.

Gary Zarlengo made a motion to approve the acceptance of tentative allocation from GDPT for fiscal year 2027 for \$11,391,000, seconded by Bill Beckwith.

Motion carried (4/0)
(For: Bill, Gary, Ken, Beth)

XI. ADJOURNMENT

Elizabeth Pfingsten made a motion to adjourn, seconded by Gary Zarlengo at 7:33 PM.

Motion carried (4/0)