



Newnan-Coweta County Airport Authority

Regular Meeting Session

115 Airport Road
Newnan, GA 30263
www.coweta.ga.us

Fran Collins
770.254.2601

Friday, January 12, 2024

9:00 AM

Commission Chambers

~ Minutes ~

Call to Order

Attendee Name	Title	Status	Arrived
Joe Rutkiewicz	Chairman	Present	
Hank Moody	Vice-Chairman	Present	
Lee Moody	Secretary	Present	
Edward Davidson	Authority Member	Present	
James Amey	Authority Member	Present	
Nathan Lee	Attorney	Present	
Fran Collins	Clerk	Present	

The Newnan-Coweta County Airport Authority met in Regular Meeting Session on Friday, January 12, 2024.

Meeting Called to Order

Chairman Rutkiewicz called the meeting to order at 9:00 a.m. and introduced Mr. James Amey as the new 4th District representative to the Newnan-Coweta County Airport Authority. He expressed his appreciation to Ms. Janice Laws Robinson for her tenure on the Authority, and welcomed Coweta County Administrator Michael Fouts (Airport Sponsor) and new Coweta County Assistant Administrator Sandy Wisenbaker to the meeting.

Notification of Location of Rules

Chairman Rutkiewicz explained that the rules governing the meeting could be found on the County's website as well as on the table located in the lobby outside the meeting room.

REGULAR SESSION

FIRST OF THE YEAR BUSINESS

1. 14259 Beginning of the Year Appointments - Chairman, Vice-Chairman, Secretary, Counsel, and Clerk

RESULT: **ACCOMPLISHED**

Motion To: **Elect Authority Chairman**

The Authority voted to elect Mr. Joe Rutkiewicz to serve as Chairman for calendar year 2024.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Edward Davidson, Authority Member
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

Motion To: **Elect Authority Vice-Chairman**

The Authority voted to elect Mr. Hank Moody to serve as Vice-Chairman for calendar year 2024.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Joe Rutkiewicz, Chairman
SECONDER: Edward Davidson, Authority Member
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

Motion To: **Elect Authority Secretary**

The Authority voted to elect Mr. Lee Moody to serve as Secretary for calendar year 2024.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Joe Rutkiewicz, Chairman
SECONDER: Edward Davidson, Authority Member
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

Motion To: **Appoint Authority Clerk**

The Authority voted to appoint Ms. Fran Collins to serve as Clerk for calendar year 2024.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Joe Rutkiewicz, Chairman
SECONDER: Hank Moody, Vice-Chairman
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

Motion To: **Appoint Authority Legal Counsel**

The Authority voted to appoint Mr. Nathan Lee to serve as legal counsel for calendar year 2024.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Joe Rutkiewicz, Chairman
SECONDER: Hank Moody, Vice-Chairman
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

2. 14172 Request to Set Meeting Dates and Times for 2024 and the Beginning of 2025

The Authority voted to set the following meeting dates and times for 2024 and the beginning of 2025:

February 16, 2024	9:00 a.m.
March 15, 2024	9:00 a.m.
April 19, 2024	9:00 a.m.
May 17, 2024	9:00 a.m.
June 21, 2024	9:00 a.m.
July 19, 2024	9:00 a.m.
August 16, 2024	9:00 a.m.
September 20, 2024	9:00 a.m.
October 18, 2024	9:00 a.m.
November 15, 2024	9:00 a.m.
December 20, 2024	9:00 a.m.
January 17, 2025	9:00 a.m.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Edward Davidson, Authority Member
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

3. 14260 Adoption of Rules Governing Airport Authority Meetings

The Authority voted to adopt the current rules governing the Regular Meetings of the Newnan-Coweta County Airport Authority (initially adopted February 22, 2021 and effective February 23, 2021).

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Edward Davidson, Authority Member
SECONDER: Hank Moody, Vice-Chairman
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

APPROVAL OF THE MINUTES

4. **Minutes of Friday, November 03, 2023**

The Authority voted to approve the minutes from the Regular Meeting Session held on Friday, November 3, 2023.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Edward Davidson, Authority Member
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

CONSENT AGENDA

5. 14275 Confirm Execution of an Underground Easement with Georgia Power Company

Airport Manager Calvin Walker explained that an Underground Easement with Georgia Power Company will allow them to cross Airport Authority property and supply electricity to the Holly and Jason Goins T-hangar development # 4 located at 12 Dale Pepper Drive.

The Authority voted to confirm execution of an Underground Easement with Georgia Power Company associated with providing electricity to the T-hangar development at 12 Dale Pepper Drive.

RESULT: **CONFIRMED [UNANIMOUS]**
MOVER: Edward Davidson, Authority Member
SECONDER: Hank Moody, Vice-Chairman
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

SUPPLEMENTAL AGENDA

Supplemental Agenda Items

There were no supplemental items to be added to the agenda for discussion.

PUBLIC COMMENTS-ITEMS ON THE AGENDA

Public Comments Regarding Items on the Agenda

Chairman Rutkiewicz called for comments regarding any items on the agenda. There were none.

NEW BUSINESS

6. 14276 Discussion of Airport Rates and Fees

Chairman Rutkiewicz explained that prior to the end of 2023, he requested that Airport Authority Member Davidson and Airport Manager Walker work together to explore rates and fees of other similarly sized airports in the region as compared to the Newnan-Coweta County Airport (CCO).

Member Davidson presented an analysis of local operations and costs at various regional area airports (with less than 200 daily operations). He expressed appreciation to Airport Manager Walker and Assistant Airport Manager Schattner for providing the 2022 Hanson Engineering Report utilized for the majority of his data analysis. He explained that this is purely analytical and is not an opinion as to whether the market is correct or incorrect. He further explained that the background for the analysis began from concerns expressed by the Authority. The analysis compares current prices and rates for tie-downs, small hangars, medium hangars, large hangars, corporate hangars, and ground leases at the CCO (137 daily operations) to those at the Richard B. Russell Regional Airport in Rome (180 daily operations), at the Athens-Ben Epps Airport in Athens (135 daily operations) and at the Lee Gilmer Memorial Airport in Gainesville (109 daily operations). Results indicate a significant divergence in rates and fees and range from 230% below average for corporate hangars to 53% below average for monthly tie-downs at the CCO. He recommended that the CCO increase pricing/rates for new (or renewal) contracts over a three (3) year period beginning with a 10%-20% increase (depending on facility) in year one, 10%-30% increase in year two (depending on facility), and 10%-30% in year three (depending on facility). Lastly, by year three (January 1, 2026), the CCO would still be competitive, and pricing/rates would still fall between 15%-20% below the 2022 rates at the three other area airports with similar operations.

Chairman Rutkiewicz explained that the Airport is currently walking a fine line between maintaining the health of the airport community and maintaining the asset the Airport is to the county (through hangars and land leases). He believes that potential future rate adjustments should be evaluated, and time allowed for the community to comment. He proposed that he and Member Davidson conduct further research and explore options, garner input from the community, and return with recommendations for consideration by the Authority at the April 19, 2024 meeting.

In response to questions from Member Lee Moody, Mr. Walker explained that rates have not increased in ten (10) years (Mr. Dale Pepper was the Authority Chairman at the time) and the age of the T-hangar pavement is in excess of twenty (20) years.

Member Lee Moody expressed concerns with leaking hangars and questioned whether hangars at the area airports with similar operations also had leaks. If the leaks are repaired, he has no issue with rate increases, and he does not care if rates on tie-downs are increased because they are outside. Also, the structural iron is still good in those hangars.

Chairman Rutkiewicz explained that the T-hangars do leak, and water is an issue. It has been some time since rates were adjusted, and now is a good time and opportunity (especially for the T-hangars) to begin the discussion regarding investment and funds necessary to maintain those assets for the Airport.

Member Davidson expressed his belief that the Authority is charged with doing the best they can for the Airport's assets to ensure they are getting the maximum return on these assets. Considering that corporate rates are 230% below market value and

tie-downs are 53% below market, the Airport is losing a considerable amount of revenue.

Member Hank Moody expressed appreciation for Member Davidson's work on preparing the analysis and agreed that the Authority has a fiduciary responsibility to the County to maximize revenue from these assets. He further expressed that rates can be discounted until repairs are made over time, and an incredible amount of revenue is not flowing to the Airport Authority and this needs to be remedied. He also offered to assist Member Davidson in conducting further analysis.

In response to a question from Member Lee Moody regarding the percentage of T-hangars on the west side of the Airport that have water issues, Mr. Walker explained that the worst one is T-hangar B and the issue isn't from a leaking roof but from water shedding under the door because the asphalt is higher outside. The asphalt issues can be addressed with some milling.

Chairman Rutkiewicz explained that the Authority had explored installation of french drains in that area to resolve the water shedding under the doors.

Mr. Walker explained that french drains will not resolve the issue because of the difference in elevation of the asphalt compared to the finished floor elevation.

In response to a question from Member Hank Moody, Mr. Walker explained that he believes County forces could perform the necessary milling of the asphalt and that improvement grant funds could be obtained from the State to help fund this task.

Member Hank Moody explained that milling the asphalt will address the water shedding issues and the other minor leaks can be addressed in a relatively inexpensive and quick manner with a rate increase.

Airport Engineer Phil Eberly explained that as part of the Capital Improvement Plan (CIP) process, an application for assistance can be submitted for surplus State funds, and the Authority can seek in-kind approval for the milling work as part of the Phase 1 ramp project.

Chairman Rutkiewicz explained that he wishes to work with Member Davidson to gather further data to present to the Authority for consideration on April 19th. He believes the consensus is that the work needs to be performed, options for funding repairs or performing the work should be their main priority, and the Authority can continue the discussion regarding increasing rates.

RESULT:	PRESENTED
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UPDATES FOR THE AUTHORITY

7. 14231 Update from the Airport Manager

Airport Manager Walker provided updates regarding the following:

- December 2023 financials
- December 2023 fuel sales
- Automated Weather Observing System (AWOS)

In response to a question from Member Hank Moody regarding cost for a new AWOS system, Mr. Walker explained that a new system would cost approximately \$110,000 - \$120,000.

Mr. Eberly explained that there is a State contract that funds FAA approved AWOS systems for 75% State, 25% local participation and the estimated cost is approximately \$125,000 - \$140,000. There are six (6) approved firms that the

AWOS system can be purchased from without having to go through a bidding process, however, the local match (25% or approximately \$35,000) cannot be from performing in-kind work.

In response to a question from Member Lee Moody, Mr. Walker explained that the average life of an AWOS system should be 15-20 years. Another challenge is that over time, manufacturers stop supporting these systems, replacement parts become scarce, and a new system has to be purchased.

Mr. Eberly explained that all the new systems meet current FAA criteria.

In response to a question from Member Hank Moody, Mr. Walker explained that the current system has the capability to record NOTAMs (Notice to Airmen).

Member Hank Moody expressed that it would be helpful if NOTAMs are recorded whenever there are special events going on at the Airport and requested that this be done in order to keep pilots informed.

Mr. Walker explained that it can and will be done.

RESULT: ACCOMPLISHED

8. 14230 Update from the Airport Sponsor

Administrator Fouts welcomed new Authority Member James Amey and introduced new Assistant Administrator Sandy Wisenbaker. He explained that Assistant Administrator Whitlock is retiring in April 2024 and encouraged Members to stop by his office sometime to wish him goodbye.

RESULT: ACCOMPLISHED

9. 14229 Update from the Airport Engineer

Airport Engineer Eberly provided updates regarding the following:

- 5-year CIP
- Georgia Airports Association Conference (Assistant Airport Manager Nate Schattner attended)
- Phase 1 of the ramp project

Mr. Eberly explained that the Authority can consider including pavement resurfacing to the three (3) existing T-hangars located behind the terminal as part of the Runway Protection Zone (RPZ) safety project. Following future removal of the existing terminal, the area can be repaved, and an inverse crown and drainage placed to fix the water shedding issues into the T-hangars.

RESULT: ACCOMPLISHED

PUBLIC COMMENTS-ITEMS NOT ON THE AGENDA

Public Comments Regarding Items Not on the Agenda

Chairman Rutkiewicz called for comments regarding any items not on the agenda. There were none.

EXECUTIVE SESSION - In accordance with O.C.G.A. 50-14-4

Motion To: **Enter Into Executive Session**

The Authority voted to enter into Executive Session for the purposes of discussing a real estate issue.

Members in attendance included Chairman Joe Rutkiewicz, Vice-Chairman Hank Moody, Member Edward Davidson, Member James Amey, and Member Lee Moody. Staff members in attendance included Administrator Fouts, Assistant Administrator Sandy Wisenbaker, Authority Attorney Lee, Airport Manager Calvin Walker, Assistant Airport Manager Nate Schattner, Airport Office Manager Carlene Blount, and Deputy County Clerk Collins. Airport Engineer Phil Eberly, and Lead-Edge Design Group members Whitney Eberly, Amanda Rostin, and Anthony Aspito were also in attendance.

Administrator Fouts and Assistant Administrator Wisenbaker exited the meeting prior to returning to Regular Session.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Joe Rutkiewicz, Chairman
SECONDER: Hank Moody, Vice-Chairman
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

REGULAR SESSION

Motion To: **Return to Regular Session**

The Authority discussed a real estate issue during Executive Session and voted to return to Regular Session.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Edward Davidson, Authority Member
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

AFFIDAVIT

Motion To: **Execute Affidavit and Resolution for Executive**

The Authority voted to execute an Affidavit and Resolution for Executive Session.

RESULT: **EXECUTED [UNANIMOUS]**
MOVER: Edward Davidson, Authority Member
SECONDER: Hank Moody, Vice-Chairman
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

Motion To: **Approve a Real Estate Action as Discussed in Executive Session**

The Authority voted to authorize the Chairman to execute a letter for submission to the Georgia Department of Transportation associated with a real estate action as discussed in Executive Session.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Edward Davidson, Authority Member
AYES: Rutkiewicz, Moody, Moody, Davidson, Amey

ADJOURNMENT

Motion To: **Adjourn**

The Authority voted to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hank Moody, Vice-Chairman
SECONDER:	Edward Davidson, Authority Member
AYES:	Rutkiewicz, Moody, Moody, Davidson, Amey