



Newnan-Coweta County Airport Authority

Regular Meeting Session

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

Fran Collins
770.254.2601

Thursday, December 16, 2021

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	
Alan Starr	Authority Member	Absent	
Janice Laws Robinson	Authority Member	Present	
Calvin Walker	Airport Manager	Present	
Nate Schattner	Assistant Airport Manager	Present	
Nathan Lee	Attorney	Present	
Phil Eberly	Airport Engineer	Present	
Fran Collins	Clerk	Present	

The Newnan-Coweta County Airport Authority met in Regular Meeting Session on December 16, 2021.

Meeting Called to Order

Chairman Rutkiewicz called the meeting to order at 9:03 a.m.

Notification of Location of Rules

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

REGULAR SESSION

Recognition of Airport Employees

Chairman Rutkiewicz recognized Airport Office Manager Carlene Blount, and Airport Technicians Jim Comley and Zach Miles for their hard work during 2021.

APPROVAL OF THE MINUTES

1. Minutes of Thursday, November 18, 2021

The Authority voted to approve the minutes from the Regular Session Meeting held on November 18, 2021.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hank Moody, Vice-Chairman
SECONDER:	Lee Moody, Secretary
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody, Alan Starr
ABSENT:	Janice Laws Robinson

SUPPLEMENTAL AGENDA

Supplemental Agenda Items

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

PUBLIC COMENTS-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

2. 12744 Request Approval/Execution of Lease Agreements Associated with 45, 47, and 49 Aviation Way and a Sublease Agreement for 45 Aviation Way

Airport Authority Attorney Lee explained that the Mutual Termination of the Leases for 47 Ansley Drive and 49 Ansley Drive, Ground Lease Agreements for 45, 47, and 49 Aviation Way, and Sub-Lease Agreements for 45, 47, and 49 Aviation Way are associated with Brent Scarbrough & Company, Inc moving their corporate headquarters to the airport along with the revenue bond financing by the Coweta County Development Authority. The bonds qualified because the corporate office has aviation related uses. Aviation BondCo, LLC will be the tenant in the agreements, and they will then sub-lease to 45 Aviation LLC, 47 Aviation LLC, and 49 Aviation, LLC, all entities owned by Brent Scarbrough & Company.

In response to a question from Authority Member Hank Moody, Airport Manager Walker explained that the calculations for square footage listed in the Ground Lease Agreements are accurate and common area for the hangars will be maintained by Brent Scarbrough & Company, Inc through the Sublease Agreement.

County Administrator Michael Fouts explained that there is common space shared among the three (3) hangars and a pro-rata share is allocated to each lease based on Exhibit A in the lease agreements.

The Authority voted to execute Mutual Lease Terminations for 47 Ansley Drive and 49 Ansley Drive, new Ground Lease Agreements for 45, 47, and 49 Aviation Way, and Sub-Lease Agreements for 45, 47, and 49 Aviation Way as presented by counsel.

RESULT:	EXECUTED [3 TO 0]
MOVER:	Joe Rutkiewicz, Chairman
SECONDER:	Hank Moody, Vice-Chairman
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody
ABSTAIN:	Janice Laws Robinson
ABSENT:	Alan Starr

3. 12722 Request to Set Meeting Dates and Times for 2022 and the Beginning of 2023

The Authority voted to set the following meeting dates and times for 2022 and the beginning of 2023:

January 27, 2022	9:00 a.m.
February 24, 2022	9:00 a.m.
March 24, 2022	9:00 a.m.
April 28, 2022	9:00 a.m.
May 26, 2022	9:00 a.m.
June 30, 2022	9:00 a.m.
July 28, 2022	9:00 a.m.
August 25, 2022	9:00 a.m.
November 10, 2022 (Second Thursday)	9:00 a.m.

December 14, 2022 (Second Wednesday) 9:00 a.m.

January 26, 2023 9:00 a.m.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Janice Laws Robinson, Authority Member
AYES: Joe Rutkiewicz, Hank Moody, Lee Moody, Janice Laws Robinson
ABSENT: Alan Starr

UPDATES FOR THE AUTHORITY

4. 12746 Update from the Airport Manager

Airport Manager Walker explained that he is in the process of updating the Federal Aviation Administration's (FAA) 5010 Inspection report and the number of aircraft based at the airport. So far, a total of 99 based aircraft has been reported by tenants. He highlighted the importance for tenants to provide accurate information for the FAA, for airport funding, and for ad valorem taxes for the County. He further explained that for November 2021, the airport reported a net income (before depreciation) of \$72,457. In closing, he briefly reviewed fuel sales and corporate and leisure travel trends.

In response to a question from Chairman Rutkiewicz, Mr. Walker explained that the Carrollton Airport has reopened and is reflected in fuel sales.

RESULT: **PRESENTED**

5. 12747 Update from the Airport Engineer

Airport Engineer Phil Eberly explained that the 5-year Airport Capital Improvement Plan (ACIP) and applications have been submitted and that the airport security fencing project totaling approximately \$1.5 million was a big part of the plan. Based aircraft reporting, land acquisition, and new hangar construction is ongoing. He also explained that a metal building construction company has expressed interest in a potential ground lease in the future and that he and Airport Manager Walker will continue to keep the company informed of available opportunities.

In response to Authority Member Hank Moody, Mr. Eberly explained that the WarDaddy site is progressing, steel for the project should arrive in February 2022, and local businesses have been contacted to garner their interest in submitting bids.

RESULT: **PRESENTED**

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 Rutkiewicz, Member Hank Moody, Member Lee Moody, and Member Laws Robinson. Staff members in attendance included Airport Manager Calvin Walker, Assistant Airport Manager Nate Schattner, Attorney Nathan Lee, and Clerk Fran Collins.

Airport Engineer Phil Eberly and Lead Edge Design Engineer Whitney Eberly were also in attendance.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hank Moody, Vice-Chairman
SECONDER:	Lee Moody, Secretary
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody, Janice Laws Robinson
ABSENT:	Alan Starr

REGULAR SESSION

Motion To: **Return to Regular Session**

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Hank Moody, Vice-Chairman
SECONDER:	Lee Moody, Secretary
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT:	Alan Starr, Janice Laws Robinson

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:	Hank Moody, Vice-Chairman
SECONDER:	Lee Moody, Secretary
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT:	Alan Starr, Janice Laws Robinson

ADJOURNMENT

Motion To: **Adjourn**

The Authority voted to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hank Moody, Vice-Chairman
SECONDER:	Lee Moody, Secretary
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT:	Alan Starr, Janice Laws Robinson