



Newnan-Coweta County Airport Authority

Regular Meeting Session

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

Fran Collins
770.254.2601

Thursday, September 29, 2022

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	
Janice Laws Robinson	Authority Member	Absent	
Edward Davidson	Authority Member	Absent	
Calvin Walker	Airport Manager	Present	
Nate Schattner	Assistant Airport Manager	Present	
Nathan Lee	Attorney	Remote	9:26 AM
Phil Eberly	Airport Engineer	Present	
Fran Collins	Clerk	Present	

The Newnan-Coweta County Airport Authority met in Regular Meeting Session on September 29, 2022.

Meeting Called to Order

Chairman Rutkiewicz called the meeting to order at 9:00 a.m. and explained that Authority Member Edward Davidson is currently out of the jurisdiction of Coweta County and would not be participating.

Notification of Location of Rules

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

REGULAR SESSION

APPROVAL OF THE MINUTES

1. Minutes of Thursday, August 25, 2022

The Authority voted to approve the minutes from the Regular Session Meeting held on Thursday, August 25, 2022.

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

SUPPLEMENTAL AGENDA

Supplemental and/or Non-Agenda Items

There were no Supplemental and/or Non-Agenda items 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

2. 13361 Request Approval/Execution of an Amendment to Land Lease Agreement with Twin Aircraft Engines, LLC Associated with Property Located at 350 West Aviation Way

Airport Manager Calvin Walker explained that staff has received an updated survey for the Land Lease Agreement with Twin Aircraft Engines, LLC for property located at 350 West Aviation Way (executed by the Authority on July 28, 2022). The Amendment to the Lease Agreement revises the square footage, rate, and Exhibit A associated with the lease.

The Authority voted to execute an Amendment to a Land Lease Agreement with Twin Aircraft Engines, LLC located at 350 West Aviation Way to revise the square footage, rate, and Exhibit A associated with the lease.

RESULT:	EXECUTED [UNANIMOUS]
MOVER:	Lee Moody, Secretary
SECONDER:	Hank Moody, Vice-Chairman
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT:	Janice Laws Robinson, Edward Davidson

3. 13362 Request Approval/Execution of an Amendment to Land Lease Agreement with Robert M. Kasper Associated with Property Located at 112 West Aviation Way

Airport Manager Walker explained that staff has received an updated survey for the Land Lease Agreement with Robert M. Kasper for property located at 112 West Aviation Way (executed by the Authority on July 28, 2022). The Amendment to the Lease Agreement revises the square footage, rate, and Exhibit A associated with the lease.

The Authority voted to execute an Amendment to a Land Lease Agreement with Robert M. Kasper for property located at 112 West Aviation Way to revise the square footage, rate, and Exhibit A associated with the lease.

RESULT:	EXECUTED [UNANIMOUS]
MOVER:	Lee Moody, Secretary
SECONDER:	Hank Moody, Vice-Chairman
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT:	Janice Laws Robinson, Edward Davidson

4. 13363 Request Approval of Task Order # 17 Fuel Farm Installation with Lead Edge Design Group

Airport Manager Walker explained that in Coweta County's FY2023 Capital Budget, the Airport was approved to replace its AvGas Tank (project listed as "Airport AvGas Tank Replacement"). The associated task order from Lead Edge Design Group includes management of the design and bid phases of the project, preparation of design specifications and contract documents, final cost estimates, and meeting with staff to review the project.

In response to a question from Chairman Rutkiewicz regarding location of the tank, Mr. Walker explained that currently the tank is located on the west side, noted that a location is not available on the east side, and recommended that the Authority consider future placement of an access road to keep fuel trucks off the taxiway/runway.

The Authority voted to execute Task Order # 17 in the amount of \$32,000 with Lead Edge Design Group for services associated with replacement of the AvGas tank at the fuel farm.

RESULT: EXECUTED [UNANIMOUS]
MOVER: Lee Moody, Secretary
SECONDER: Hank Moody, Vice-Chairman
AYES: Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT: Janice Laws Robinson, Edward Davidson

5. 13368 Request Approval to Change Name on the Hangar Lease Agreement with WarDaddy Aviation, LLP

The Authority voted to approve a name change on the Hangar Lease Agreement with WarDaddy Aviation, LLP (executed by the Authority on July 22, 2021) to WarDaddy Aviation, Inc.

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

6. 13349 Request Approval to Place a Temporary Consumer Price Index Cap on Land Lease Rates

Chairman Rutkiewicz explained that he has been working with Authority Member Edward Davidson, Airport Manager Walker, Assistant Airport Manager Nate Schattner, and Airport consultant Dale Pepper to gather and analyze historical data from the Consumer Price Index (CPI). He further explained that in consideration of the current rate of inflation and its effect on the Airport's overhead, and as a means to allow Airport tenants ample time to plan for increases, he is recommending that the Authority consider a temporary 4% per year cap on land lease CPI increases for the next 3-year period.

Airport Manager Walker explained that a temporary cap will allow staff to attract new businesses and keep current businesses at the Airport. He further explained that inflation historically averages 2% per year, but a 4% per year cap (or a 12% total cap over the next 3-years) would be a reasonable compromise, would prevent the Airport from falling behind on costs, and would prevent the County from having to expend funds.

Chairman Rutkiewicz reiterated that the Authority is trying to give tenants the ability to plan ahead based upon what CPI increases could be without allowing a significant rental increase based on inflation and the economy.

In response to a question from Authority Member Lee Moody, Airport Manager Walker explained that a CPI increase on a land lease depends on the date the lease was executed.

In response to a question from Authority Member Hank Moody, Airport Engineer Phil Eberly explained that a cap on CPI increases is a way to be proactive, is in line with the Airport's grant assurances to operate the Airport as a business, and protects those businesses located there by helping them to stay viable. He further explained that he foresees other airports also implementing CPI increase caps.

Authority Member Hank Moody explained that a 2% per year cap on CPI increases as originally proposed by staff is too low and would not allow the Airport to ever benefit from the upside of a CPI increase. He further explained that a maximum

cap of 4% per year (or 12% total over a 3-year period) or the actual CPI increase (whichever one is lower) is a reasonable way to benefit both the Airport and small businesses, as long as grant assurances are not being violated.

Chairman Rutkiewicz explained that since Authority Member Davidson and legal counsel are not present and further research is necessary, the Authority can defer a decision regarding a cap on CPI increases until a future meeting.

Authority Member Lee explained that this type of inflation hasn't been experienced in years and he does not want to see tenants "pinched" because of it.

The Authority voted to defer a decision regarding placing a temporary cap on land lease Consumer Price Index (CPI) increases until a future meeting.

RESULT:	DEFERRED BY VOTE/FINAL [UNANIMOUS]
MOVER:	Joe Rutkiewicz, Chairman
SECONDER:	Hank Moody, Vice-Chairman
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT:	Janice Laws Robinson, Edward Davidson

7. 13366 Request Approval of the Five-Year Airport Capital Improvement Program (ACIP)

Airport Manager Walker explained that each year the Airport must update and submit a current Five-Year Airport Capital Improvement Program (ACIP). The deadline for submission of a schedule of projects, estimated project costs, and anticipated grant funding is in November 2022. The ACIP is the same as last year with the exception of moving the runway pavement rehabilitation and runway/taxiway extension up to FY2024.

Airport Engineer Eberly explained that the Five-Year ACIP is due November 11, 2022, and approximately 30-days is required after it is approved by the Authority. The FAA/DOT uses the submitted form to determine what resources are being requested from them, to score each project, and to determine which projects to award funds. He briefly reviewed projects being submitted and explained that each year projects are submitted for funding in the next federal fiscal year. He explained that because the strength analysis is being performed now, funding for the runway pavement rehabilitation and runway/taxiway extension can be applied for in federal FY2024.

The Authority voted to approve the Five-Year Airport Capital Improvement Program (ACIP) as presented by staff.

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

UPDATES FOR THE AUTHORITY

8. 13331 Update from the Airport Manager

Airport Manager Walker provided updates regarding the following:

- August 2022 financials
- August 2022 fuel sales and September 2022 to date fuel sales

- Assistance given to several hurricane evacuees from the Tampa area (free tie-down)
- Annual QC inspection will be held on October 14, 2022 by Titan Aviation Fuels
- Runway/taxiway coring project

In response to a question from Chairman Rutkiewicz, Assistant Airport Manager Schattner explained that a combination of nice weather, lowest AvGas prices in the region, and fueling of aircraft performing power line surveys/maintenance account for the increase in fuel sales month to date.

RESULT: ACCOMPLISHED

9. 13332 Update from the Airport Sponsor

Associate County Administrator Eddie Whitlock provided an update regarding the WarDaddy hangar project. He explained that work on underground utilities, slab and anchor bolts are underway, and a design change has been made to accommodate plumbing.

RESULT: ACCOMPLISHED

10. 13247 Update from the Airport Engineer

Airport Engineer Phil Eberly provided updates regarding the following:

- Land acquisition for easements related to obstruction clearing
- Security and wildlife fencing project
- Runway strength evaluation and future runway/taxiway overlay
- Apron design and end of year adjustments

In response to questions from Authority Member Hank Moody, he explained that staff is pursuing easements for seven (7) parcels owned by five (5) individuals, and a previous environmental assessment will cover a majority of the WarDaddy improvements.

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

Executive Session

There were no items for discussion in Executive Session.

ADJOURNMENT

Motion To: **Adjourn**

The Authority voted to adjourn the meeting.

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