



Newnan-Coweta County Airport Authority

Regular Meeting Session

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

Fran Collins
770.254.2601

Friday, September 8, 2023

9:00 AM

Commission Chambers

~ Minutes ~

Call to Order

Attendee Name	Title	Status	Arrived
Joe Rutkiewicz	Chairman	Present	
Hank Moody	Vice-Chairman	Remote	
Lee Moody	Secretary	Present	
Janice Laws Robinson	Authority Member	Absent	
Edward Davidson	Authority Member	Present	
Calvin Walker	Airport Manager	Present	
Nate Schattner	Assistant Airport Manager	Present	
Nathan Lee	Attorney	Present	
Fran Collins	Clerk	Present	
Carlene Blount	Office Manager	Present	

The Newnan-Coweta County Airport Authority met in Regular Meeting Session on Friday, September 8, 2023.

Chairman John Reidelbach from the Coweta County Board of Commissioners was also in attendance.

Meeting Called to Order

Chairman Rutkiewicz called the meeting to order at 9:03 a.m. and explained that Member Hank Moody is currently outside the jurisdiction of Coweta County and is attending the meeting remotely as allowed by State law (O.C.G.A. § 50-14-1).

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

APPROVAL OF THE MINUTES

1. **Minutes of Friday, August 11, 2023**

The Authority voted to approve the minutes from the Regular Meeting Session held on Friday, August 11, 2023.

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

SUPPLEMENTAL AGENDA

Motion To: **Supplemental Agenda Items**

The Authority voted to approve the addition of one (1) Supplemental Agenda item for discussion.

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

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. 14061 Request Approval/Execution of Task Order # 19 with Lead Edge Design Group Associated with the Fiscal Year 2024-2026 Disadvantaged Business Enterprise Plan

Airport Manager Calvin Walker explained that Lead Edge Design Group is preparing the three-year Disadvantaged Business Enterprise Plan (DBE) for Fiscal Year 2024-2026 as required by federal regulations for projects funded through the Airport Improvement Plan (AIP). The three-year goal will meet all the requirements of the Code of Federal Regulations Title 49 for Transportation Part 26 and recently adopted amendments. The total cost of the plan is \$7,675.00 of which \$6,978.00 will be reimbursed by the Georgia Department of Transportation (GDOT).

Airport Engineer Phil Eberly explained that any year the Airport receives money exceeding \$250,000 from the Federal Aviation Authority (FAA), contracts require that a percentage of work has to be awarded to a Disadvantage Business Enterprise (DBE) from a minority or female owned business on the FAA or Department of Transportation (DOT) approved list. The DBE Plan looks at upcoming projects over the next three (3) years and establishes a DBE percentage for each project based on the type of work involved. The Plan ensures the Airport's continued eligibility for FAA funding.

The Authority voted to execute Task Order # 19 with Lead Edge Design Group in the amount of \$7,675.00 associated with preparation of the Fiscal Year 2024 - Fiscal Year 2026 Disadvantaged Business Enterprise (DBE) Plan with the understanding that the Georgia Department of Transportation (GDOT) will reimburse the Authority \$6,978.00.

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

UPDATES FOR THE AUTHORITY

3. 14024 Update from the Airport Manager

Airport Manager Walker provided updates regarding the following:

- August 2023 financials (clarified a discrepancy)
- Fuel prices/sales

Mr. Walker explained that two (2) Letters of Intent (LOIs) have been received from the Goins for the last buildable areas on the Airport's west side and a LOI has been received for the last buildable area on the east side. Prior to installation of the new ramp, the Authority may need to consider increasing land lease rates.

RESULT: ACCOMPLISHED

4. 14025 Update from the Airport Sponsor

There were no updates from the Airport Sponsor.

RESULT: ACCOMPLISHED

5. 14026 Update from the Airport Engineer

Airport Engineer Phil Eberly provided a brief update regarding the following:

- Fencing project
- 5-year Capital Improvement Plan (CIP)
- Apron project

RESULT: ACCOMPLISHED

SUPPLEMENTAL ITEMS

6. 14071 Request Approval/Execution of a Hangar Lease Agreement with the Coweta County Sheriff's Office

Airport Manager Walker explained that the Coweta County Sheriff's Office desires to lease 4,400 square feet of Hangar 300A located at 300 West Aviation Way for the storage of aircraft, aircraft-related equipment and non-aeronautical items that do not interfere with the primary aeronautical purpose of the Hangar. Previously, the Sheriff's Office only leased half of the hangar space and the new lease incorporates the entire hangar as well as adjacent office space.

The Authority voted to execute a Hangar Lease Agreement with the Coweta County Sheriff's Office associated with 4,400 square feet of space in Hangar 300A located at 300 West Aviation Way.

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

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 real estate issues.

Members in attendance included Chairman Rutkiewicz, Member Edward Davidson, and Member Lee Moody. Member Hank Moody attended the meeting telephonically.

Staff members in attendance included County Administrator Michael Fouts, Associate Administrator Whitlock, Airport Manager Calvin Walker, Assistant Airport Manager Nate Schattner, Airport Attorney Lee, Office Manager Carlene Blount, and Deputy County Clerk Collins.

Chairman John Reidelbach from the Coweta County Board of Commissioners, Airport Engineer Phil Eberly and Lead Edge Design Engineer Whitney Eberly were also in attendance.

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

REGULAR SESSION

Motion To: **Return to Regular Session**

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

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

ADJOURNMENT

Motion To: **Adjourn**

The Authority voted to adjourn the meeting.

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