



Newnan-Coweta County Airport Authority

Regular Meeting Session

~ Agenda ~

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

Fran Collins
770.254.2601

Thursday, January 27, 2022

9:00 AM

Commission Chambers

Call to Order

Attendee Name	Present	Absent	Late	Arrived
Chairman Joe Rutkiewicz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vice-Chairman Hank Moody	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Secretary Lee Moody	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Authority Member Alan Starr	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Authority Member Janice Laws Robinson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Airport Manager Calvin Walker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Assistant Airport Manager Nate Schattner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Attorney Nathan Lee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Airport Engineer Phil Eberly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clerk Fran Collins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Meeting Called to Order

Notification of Location of Rules

REGULAR SESSION

FIRST OF THE YEAR BUSINESS

1. Beginning of the Year Appointments - Chairman, Vice-Chairman, Secretary, Counsel, and Clerk
2. Adoption of Rules Governing Airport Authority Meetings

APPROVAL OF THE MINUTES

3. Thursday, December 16, 2021

SUPPLEMENTAL AGENDA

PUBLIC COMMENTS-ITEMS ON THE AGENDA

NEW BUSINESS

4. Discussion Regarding Hosting a Short Take Off and Landings (STOL) Competition

UPDATES FOR THE AUTHORITY

5. Update from the Airport Manager
6. Update from the Airport Engineer

SUPPLEMENTAL ITEMS

PUBLIC COMMENTS-ITEMS NOT ON THE AGENDA

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

AFFIDAVIT

ADJOURNMENT

As set forth in the Americans with Disabilities Act of 1992, the Coweta County government does not discriminate on the basis of disability and will assist citizens with special needs given proper notice (seven working days). For more information, please contact ADA Coordinator Tom Corker at 770.254.2608.



Airport

To: Newnan-Coweta County Airport Authority

From: Calvin Walker, Airport Manager

Date: 1/10/2022

RE: Elect Officers and Appoint Authority Counsel and Authority Clerk for Calendar Year 2022

Issue: Appointments Necessary for Calendar Year 2022

Discussion: Election of a Chairman, Vice-Chairman, and Secretary to serve for calendar year 2022 as well as appointments of the Authority Attorney and Authority Clerk are necessary.

Recommendation: Staff recommends that the following:

- Election of a Chairman to serve for calendar year 2022
- Election of a Vice-Chairman to serve for calendar year 2022
- Election of a Secretary to serve for calendar year 2022
- Appointment of Nathan Lee to serve as counsel for calendar year 2022
- Appointment of Fran Collins to serve as Authority Clerk for calendar year 2022



Airport Authority

To: Newnan-Coweta County Airport Authority

From: Calvin Walker, Airport Manager

Date: 1/10/2022

RE: Rules Governing Airport Authority Meetings

Issue: Rules governing the Regular Meeting Sessions of the Newnan-Coweta County Airport Authority

Discussion: It is necessary for the Authority to adopt the rules governing their Regular Meeting Sessions scheduled for 2022.

Recommendation: For calendar year 2022, staff recommends that the Authority 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).

NEWNAN-COWETA AIRPORT AUTHORITY
RULES GOVERNING
REGULARLY SCHEDULED MEETINGS

The following rules are designed to promote a fair and open process for the Newnan-Coweta Airport Authority meetings.

Section 1 – General

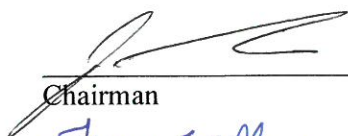
- 1.1 The location of the Rules Governing the Regular Meetings will be announced at the beginning of each meeting.
- 1.2 The Authority will follow Robert’s Rules of Order with the legal counsel serving as Parliamentarian.


Section 2 – Agenda

- 2.1 In coordination with the Airport Manager, Clerk, and Authority Members, the Chairman shall establish the meeting agenda for regularly scheduled meetings.
- 2.2 The Chairman shall recognize any Authority Member wishing to bring forth an issue not on the agenda. If the issue is determined by the Authority to be pertinent, the Authority shall vote to add the item to the Supplemental Agenda. However, in no circumstance shall policy changing issues be included on the Supplemental Agenda unless immediate action is necessary as determined by the Chairman, Airport Manager, or legal counsel.

Section 3 – Public Comments

- 3.1 The **Public Comments Regarding Items on the Agenda** section of the Agenda is intended to allow audience members to comment on matters for discussion before the Authority. The **Public Comments Regarding Items Not on the Agenda** section of the Agenda is intended to allow audience members to comment on matters not on the final agenda.
- 3.2 At the appropriate time in the meeting, the Chairman will call for those wishing to address the Board. Comments will be heard regarding items on the agenda prior to a decision by the Authority.
- 3.3 Each audience member interested in addressing the Authority shall stand. The Chairman will ask the audience member to approach the microphone and state their name and address for the Clerk to record into the official minutes. **Each speaker is limited to three (3) minutes per issue.**
- 3.4 Every speaker will be respectfully heard by the Authority without public display or approval or disapproval from the audience.
- 3.5 While everyone has the right to disagree, members of the audience that are continually disruptive to and disrespectful of the purpose of the meeting, participants in the meeting, and each other are politely and respectfully urged to refrain from their actions or shall be asked to leave the meeting.

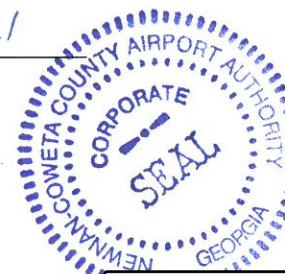


 Chairman


 Clerk

February 22, 2021

 Date



Attachment: 2021.Airport Authority Meeting Rules.Adopted 22 Feb 2021.Executed (12791 : Adoption of Rules Governing Airport Authority

**Newnan-Coweta County Airport Authority**

115 Airport Road
Newnan, GA 30263

SCHEDULED**INFORMATIONAL ITEM (ID # 12792)**

Meeting: 01/27/22 09:00 AM
Department: Airport Authority
Category: Discussion
Prepared By: Calvin Walker
Initiator: Calvin Walker
Sponsors:
DOC ID: 12792

Discussion Regarding Hosting a Short Take Off and Landings (STOL) Competition

Discussion: Mr. Gary Rower wishes to address the Authority regarding hosting a Short Take Off and Landings (STOL) competition in the future at the Newnan-Coweta County Airport.

**Newnan-Coweta County Airport Authority**

115 Airport Road
Newnan, GA 30263

SCHEDULED

Meeting: 01/27/22 09:00 AM
Department: Airport Authority
Category: Notification/Update
Prepared By: Fran Collins
Initiator: Calvin Walker
Sponsors:

AIRPORT AUTHORITY - INFORMATIONAL ITEM (ID # 12789)

DOC ID: 12789

Update from the Airport Manager

Update from the Airport Manager

Coweta County Airport Authority
December 31, 2021

	<u>Budget</u>	<u>Current</u>	<u>Year-To-Date</u>	<u>Balance</u>	<u>December 2020</u>
Operating Revenues:					
Cares	\$ -	\$ -		\$ -	
Appropriation	\$ 481,001	\$ 22,723	\$ 51,805	\$ 429,196	\$ 14,541
Fuel Sales	\$ 570,000	\$ 73,548	\$ 261,948	\$ 308,052	\$ 47,360
Rent/Lease Income	\$ 315,000	\$ 31,520	\$ 105,978	\$ 209,022	\$ (72,794)
Other	\$ 1,450	\$ 484	\$ 2,643	\$ (1,193)	\$ 11,064
Total Operating Revenues	<u>\$ 1,367,451</u>	<u>\$ 128,274</u>	<u>\$ 422,375</u>	<u>\$ 945,076</u>	<u>\$ 172</u>
Operating Expenses:					
Cost of Sales:					
Fuel	\$ 600,000	\$ 50,092	\$ 205,758	\$ 394,242	\$ 31,378
Other	\$ 1,300	\$ 292	\$ 343	\$ 957	\$ -
Credit Card Discounts	\$ 17,250	\$ 2,316	\$ 7,582	\$ 9,668	\$ 1,515
Salaries & Benefits	\$ 343,621	\$ 41,779	\$ 98,009	\$ 245,612	\$ 40,494
Insurance	\$ 8,500	\$ 100	\$ 100	\$ 8,400	\$ 100
Maintenance	\$ 63,150	\$ 3,605	\$ 12,105	\$ 51,045	\$ 3,540
Utilities	\$ 35,500	\$ 2,959	\$ 8,467	\$ 27,033	\$ 3,239
Contracted Services	\$ 2,500	\$ -	\$ -	\$ 2,500	\$ (900)
Other	\$ 16,850	\$ 928	\$ 3,188	\$ 13,662	\$ (2,581)
Legal Fees	\$ 5,000	\$ 800	\$ 1,050	\$ 3,950	\$ 963
**Capital under \$5,000		\$ -	\$ -	\$ -	\$ -
Total Operating Expenses	<u>\$ 1,093,671</u>	<u>\$ 102,870</u>	<u>\$ 336,601</u>	<u>\$ 757,070</u>	<u>\$ 77,747</u>
Operating Income (Loss)		<u>\$ 25,404</u>	<u>\$ 85,774</u>		
Net Income Before Depreciation		<u>\$ 25,404</u>	<u>\$ 85,774</u>		

Attachment: January 2022 Meeting (12789 : Update from the Airport Manager)

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Meeting: 01/27/22 09:00 AM
Department: Airport Authority
Category: Notification/Update
Prepared By: Fran Collins
Initiator: Calvin Walker
Sponsors:

AIRPORT AUTHORITY - INFORMATIONAL ITEM (ID # 12790)

DOC ID: 12790

Update from the Airport Engineer

Update from the Airport Engineer