



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, February 24, 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

APPROVAL OF THE MINUTES

1. Thursday, January 27, 2022

SUPPLEMENTAL AGENDA

PUBLIC COMMENTS-ITEMS ON THE AGENDA

UNFINISHED BUSINESS

NEW BUSINESS

2. Request Approval to Seek Funding from the Board of Commissioners Associated with Task Order # 12 for Terminal Site Prep and Paving Design

UPDATES FOR THE AUTHORITY

3. Update from the Airport Manager
4. 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

REGULAR SESSION

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 Authority

To: Newnan-Coweta County Airport Authority

From: Calvin Walker, Airport Manager

Date: 2/14/2022

RE: Request to Seek Funding from the Board of Commissioners Associated with Task Order # 12 for Terminal Site Prep and Paving Design

Issue: Request Approval to Seek Funding from the Board of Commissioners Associated with Task Order # 12 for Terminal Site Prep and Paving Design

Discussion: The current terminal building has been identified by the Georgia Department of Transportation (GDOT) as an obstruction to the primary surface of the airport's runway. To ensure the safety of the airfield, Coweta County has been tasked to remove all obstructions listed in GDOT's biannual airport inspection. Furthermore, the existing terminal and apron area are outdated and inadequate to accommodate the current traffic the airport receives.

Additionally, potential tenants have been in contact with airport staff to construct additional hangars to the southeast of the proposed terminal site. Engineering and site work must be completed for the new terminal and apron area in order for these subsequent projects to proceed.

FINANCIAL IMPACT:

-\$681,000

02/24/22 123457 · Airport Authority

(\$681,000.00)

Recommendation: Staff recommends that the Authority approve submission of a request to the Board of Commissioners for funding of Task Order # 12 associated with the proposed terminal site prep and paving design.

**TASK ORDER NO. 12
PROPOSED TERMINAL AREA APRON SITE PREPARATION & PAVING DESIGN
NEWNAN-COWETA COUNTY AIRPORT
NEWNAN, GEORGIA**

This Task Order is written pursuant to the basic agreement entitled General Services Agreement, executed on October 21st, 2020. The referenced basic agreement pertains to proposed improvements to the Newnan-Coweta County Airport. This Task Order entered into and executed on the date indicated below the signature block, by and between the Newnan-Coweta County Airport Authority (Owner) and Lead Edge Design Group, Inc. (Engineer), sets forth the project description, project schedule, and engineering fees related to the Design and Bid Phases for the Proposed Terminal Area Apron Site Preparation & Paving Design project at the Newnan-Coweta County Airport.

SECTION I - PROJECT DESCRIPTION

The project is to consist of:

- A. Design and bid phases of the Proposed Terminal Area Apron Site Preparation & Paving project.
- B. Preparation of design drawings, specifications, and contract documents.
- C. Final cost estimates.
- D. Predesign geotechnical investigation.
- E. Topographic survey for design.
- F. Meeting with the Owner to review the project.

SECTION II - PROJECT SCHEDULE

From the time the Owner approves this Task Order, the Engineer will complete the design phase documents within one-hundred and fifty (150) days.

SECTION III - SCOPE OF SERVICES

Engineer will provide those services listed in the basic agreement which are applicable to this specific Task Order. Specifically, this project will include:

- A. Preparation of design drawings, specifications, and contract documents for the Proposed Terminal Area Apron Site Preparation & Paving project. Scope will be for apron area depicted on attached rendering developed during the Terminal Needs Assessment study dated 03/25/2021.
- B. Perform predesign geotechnical investigation for design of the project.
- C. Perform topographic survey for design of the project.
- D. Meet with the Owner to review the project.
- E. Distribute drawings, specifications, and contract documents for the project to potential bidders and Plan Rooms upon request, and make these same drawings, specifications, and contract documents available for public viewing.

- F. Conduct bid opening, review bids, and provide a Certified Bid Tab and Recommendation of Award.

Services not included in this Task Order:

- A. 3-year Disadvantaged Business Enterprise Plan or Disadvantaged Business Enterprise Plan for a specific project
- B. Engineers design report
- C. ALP Update
- D. Construction phase services
- E. Geotechnical quality assurance testing during construction
- F. On-site project observation
- G. Record drawings
- H. Utility location, removal, or relocation
- I. Assistance with obtaining environmental permits
- J. Agency permit fees
- K. Environmental Assessments, Impacts or Services
- L. Printing & shipping

SECTION IV - FEES AND PAYMENTS

The following fees are to be paid to the Engineer as compensation for these services:

A. Basic services – Design phase:	\$ 495,000.00
B. Basic services – Bid phase:	\$ 9,500.00
C. Special Services – Predesign geotechnical investigation:	\$ 84,500.00
D. Special services – Topographic survey for design:	\$ 92,000.00

SECTION V - BASIC AGREEMENT IN EFFECT:

Except as amended specifically herein, the basic General Services Agreement shall remain in full force as originally approved and executed.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be duly executed as of the date and year first written herein.

**NEWNAN-COWETA COUNTY AIRPORT
AUTHORITY**

LEAD EDGE DESIGN GROUP, INC.

Signature: _____

Signature: _____

Name (Print): _____

Name (Print): _____

Title: _____

Title: _____

Date: _____

Date: _____



Newnan-Coweta County Airport Authority

115 Airport Road
Newnan, GA 30263

Meeting: 02/24/22 09:00 AM
Department: Airport Authority
Category: Notification/Update
Prepared By: Fran Collins
Initiator: Calvin Walker
Sponsors:

SCHEDULED

AIRPORT AUTHORITY - INFORMATIONAL ITEM (ID # 12866)

DOC ID: 12866

Update from the Airport Manager

Update from the Airport Manager

Coweta County Airport Authority
January 31, 2022

	<u>Budget</u>	<u>Current</u>	<u>Year-To-Date</u>	<u>Balance</u>	<u>January 2021</u>
Operating Revenues:					
Cares	\$ -	\$ -		\$ -	
Appropriation	\$ 481,001	\$ 17,268	\$ 114,074	\$ 366,927	\$ 14,541
Fuel Sales	\$ 570,000	\$ 85,456	\$ 347,405	\$ 222,595	\$ 31,183
Rent/Lease Income	\$ 315,000	\$ 27,763	\$ 123,630	\$ 191,370	\$ 24,193
Other	\$ 1,450	\$ 1,176	\$ 3,819	\$ (2,369)	\$ 164
Total Operating Revenues	<u>\$ 1,367,451</u>	<u>\$ 131,663</u>	<u>\$ 588,928</u>	<u>\$ 778,523</u>	<u>\$ 70,081</u>
Operating Expenses:					
Cost of Sales:					
Fuel	\$ 600,000	\$ 72,755	\$ 278,513	\$ 321,487	\$ 26,910
Other	\$ 1,300	\$ 4	\$ 347	\$ 953	\$ 634
Credit Card Discounts	\$ 17,250	\$ 2,211	\$ 9,793	\$ 7,457	\$ 992
Salaries & Benefits	\$ 343,621	\$ 28,697	\$ 126,705	\$ 216,916	\$ 19,416
Insurance	\$ 8,500	\$ -	\$ 100	\$ 8,400	\$ -
Maintenance	\$ 63,750	\$ 5,244	\$ 17,349	\$ 46,401	\$ 10,882
Utilities	\$ 35,500	\$ 2,719	\$ 11,186	\$ 24,314	\$ 3,244
Contracted Services	\$ 2,500	\$ -	\$ -	\$ 2,500	\$ 900
Other	\$ 18,050	\$ 903	\$ 4,607	\$ 13,443	\$ 3,734
Legal Fees	\$ 5,000	\$ -	\$ 1,050	\$ 3,950	\$ 763
**Capital under \$5,000		\$ -	\$ -	\$ -	\$ -
Total Operating Expenses	<u>\$ 1,095,471</u>	<u>\$ 112,532</u>	<u>\$ 449,650</u>	<u>\$ 645,821</u>	<u>\$ 67,475</u>
Operating Income (Loss)		<u>\$ 19,131</u>	<u>\$ 139,278</u>		
Net Income Before Depreciation		<u>\$ 19,131</u>	<u>\$ 139,278</u>		

Attachment: 4 Jan FY22.Financial and Balance Sheet (12866 : Update from the Airport Manager)

Coweta County Airport Authority
Statement of Net Assets
January 31, 2022

1005	CASH - PETTY	\$172	
1011	CASH - OPERATING	\$159,327	
1032	ESCROW FUNDING ACCOUNT	\$1	
1060	CASH-PAYROLL	\$0	
1099	CONTRA CASH	(\$405,353)	
TOTAL	CASH	(\$245,854)	
1110	ACCOUNTS RECEIVABLE	\$24,130	
TOTAL	RECEIVABLES	\$24,130	
1151	DUE FROM OTHER FUNDS	\$0	
TOTAL	DUE FROM OTHER FUNDS	\$0	
1168	DUE FROM AIRPORT BOND	\$53,250	
TOTAL	DUE FROM AIRPORT BOND	\$53,250	
1187	DUE FROM ARP FUNDS	\$2,376	
TOTAL	DUE FROM ARP FUNDS	\$2,376	
1401	INVENTORY GASOLINE	\$68,194	
1450	PREPAID INSURANCE	\$0	
TOTAL	DUE FROM OTHER GOVTS	\$68,194	
1474	CASH - RETAINAGE	\$0	
TOTAL	CASH	\$0	
1501	SITES	\$1,028,673	
1510	SITE IMPROVEMENTS	\$18,398,855	
1511	ACC DEPREC - SITE IMPR	(\$6,136,439)	
1530	BUILDINGS	\$105,907	
1540	MACHINERY & EQUIPMENT	\$163,872	
1550	VEHICLES	\$32,359	
1560	CONSTRUCTION IN PROGRESS	\$43,148	
TOTAL	CAPITAL ASSETS	\$13,636,376	
TOTAL	ASSETS	\$13,538,472	
	DEFERRED OUTFLOW	\$48,745	
2050	ACCOUNTS PAYABLE	\$57,429	
TOTAL	ACCOUNTS PAYABLE	\$57,429	
2115	FICA TAXES PAYABLE	\$559	
2116	FMED TAXES PAYABLE	\$134	
TOTAL	PAYROLL TAXES PAYABLE	\$692	
2211	COUNTY PENSION PAYABLE	\$0	
2212	DEFINED CONTRIBUTION PLAN	\$454	
TOTAL	OTHER DEDUCTIONS PAYABLE	\$454	
2474	RETAINAGE PAYABLE	\$0	
TOTAL	PAYABLE-RESTRICTED ASSETS	\$0	
2708	NOTE PAYABLE-BB&T	\$0	
TOTAL	BONDS PAYABLE	\$0	
2901	DUE TO GENERAL FUND	\$237,825	
TOTAL	DUE TO OTHER FUNDS	\$237,825	
2951	ACCRUED PAYROLL	\$9,388	
2952	DEPOSITS	\$9,401	
2953	DUE TO OTHERS	\$0	
2955	COMPENSATED ABSENCES	\$45,191	
2956	WORKERS COMP PAYABLE	\$0	
2960	SALES TAX PAYABLE	\$7,581	
TOTAL	OTHER LIABILITIES	\$71,561	
2970	DEFERRED REVENUE	\$113,852	
TOTAL	DEFERRED REVENUE	\$113,852	
TOTAL	LIABILITIES	\$481,814	
	DEFERRED INFLOW	\$367,813	
TOTAL	AIRPORT AUTHORITY NET ASSETS	\$12,737,590	



Newnan-Coweta County Airport Authority

115 Airport Road
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Department: Airport Authority
Category: Notification/Update
Prepared By: Fran Collins
Initiator: Calvin Walker
Sponsors:

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AIRPORT AUTHORITY - INFORMATIONAL ITEM (ID # 12867)

DOC ID: 12867

Update from the Airport Engineer

Update from the Airport Engineer