



Franklin-Hart County Airport Authority
823 Airport Rd
Canon, GA 30520

August 24, 2023

Franklin Hart Airport Authority Called Meeting Minutes

- **2:00 PM Call to Order**
 - Chairman Addison called the meeting to order at 2:00 PM
- **Establishment of Quorum**
 - Attendees: Eddie Addison (Chairman), Mike Ward (Vice-Chairman), Kevin McCraney (Secretary/Treasurer), Mark Brown, Jonathan “Bo” Rowland.
 - Absent: Johnny Coxx, Woodson McFarlin.
 - Guests: Dick McSpadden, Bill Rourke.
- **Prayer**
 - Mike Ward voiced a prayer.
- **Pledge of Allegiance**
 - Mike Ward led us in the Pledge of Allegiance.
- **Approve Agenda**
 - The election of officers was a copy/paste error from a previous agenda. Officers were elected at our June 12, 2023 meeting. Kevin McCraney made the motion to amend the agenda by removing “Election of Officers FY 2024” from the agenda, seconded by Mike Ward, passed unanimously.
- ~~**Election of Officers FY 2024**~~
- **Secretary Report**
 - Approve Minutes
 - June 12, 2023 Meeting – Mike Ward made a motion to approve the minutes, seconded by Kevin McCraney, passed unanimously.
- **Treasurer Update**
 - May, June, July 2023 Financials – Kevin McCraney discussed the 2023 YE financials. Expenses continue to increase due to maintenance costs and the increase for required fees paid by the airport. YE totals showed a loss of nearly \$4,000 in the operating account and a gain of just over \$18,000 in the fuel account netting the airport at a \$14,500 gain for the year. The operating account is

currently down to \$50,000 with the following expenses (along with normal expenses) coming due in the next few months: DBE \$12,000+, 2-year audit \$12,000, lighting upgrade local match \$8,500. The DBE (Disadvantaged Enterprise) has to be completed every three years to be eligible for Federal funding. The cost has doubled since the last one was completed in 2020. The DBE is supposed to be reimbursed at 90% on the next project. GDOT told us an oversight on their part kept it from being included in the lighting upgrade. We are working with them to get both reimbursed. The need to control costs and increase revenue was discussed at length.

- **Old Business**

- **Runway Lighting Rehab Project Update** – scheduled to start mid-September. The contractor is waiting on the final materials to come in.
- **Inspection Report Items Update** – Eddie Addison sprayed the fence line and is working with the county on removal of some additional brush. Brush clearing has been completed on the approach end to runway 8. We were notified by the FAA that the vegetation was too high in the AWOS area. Kevin McCraney met Troy Wiley Monday morning to remove vegetation and spray herbicide. Discussed placing gravel in the AWOS fenced-in area. Relocating dirt to the new property was also discussed.
- **FY 2022 and 2023 Audit** – audit is currently underway. Requests to the Secretary/Treasurer for information have been numerous.
- **DBE Plan** – FY 2024 to 2026 has been completed at cost of \$12,273.59. This is required every three years to be eligible for Federal funding and supposed to be reimbursed on the next project at 90%. GDOT failed to include the FY 2021 to 2023 DBE (\$6,400) in the current lighting project and has promised to pay the past and current one in the NEXT project. Chairman Addison is in discussion with GDOT to resolve.

- **New Business**

- **Expenses and Revenue**-continued discussions on the savings and expenses that are coming up. Chairman Addison shared he has been in discussion with Hart and Franklin Counties. Both have committed to help with local share on upcoming projects to support economic development. They understand the need to have corporate customers landing here and not in Anderson. Eddie Addison shared a map from Croy of proposed plans for the airport including development of the recently purchased 32 acres.
- **Hangar List Update** – the FAA notified us funding may be available for construction of hangars. They are currently conducting a study to determine needs for General Aviation airports in Georgia. Kevin McCraney sent in our hangar waiting list this week and let the authority know, the next request will be for additional information including rates. This prompted a discussion on the rates we currently charge. Our rates are lower than neighboring airports for comparable t-hangars. After a lengthy discussion, it was agreed \$225 per month would be a reasonable increase and would still be below the average for this area. Bo Rowland made the motion to increase hangar rates to \$225 per month, seconded by Mark Brown, passed unanimously. Corporate (Large) hangar rates were also discussed and will need to be reviewed as they expire, or tenants move out.
- **Adjourn** – Bo Rowland made a motion to adjourn, seconded by Mike Ward, passed unanimously. Meeting adjourned at 3:01 PM.

Certificate of Secretary

I certify that I am the duly elected and acting secretary of the Franklin-Hart Airport Authority, 823 Airport Rd., Canon, GA 30520; that these minutes were approved by a majority vote at a meeting consisting of a quorum of the authority members on the date listed below.

Approved Date: 1/24/2024

J. Kevin McCraney

J. Kevin McCraney
Secretary/Treasurer

Franklin-Hart Airport Authority

Balance Sheet

Accrual Basis

As of May 31, 2023

	May 31, 23
ASSETS	
Current Assets	
Checking/Savings	
11102 · Cash-Airport/Fuel Acct	69,085.03
11110 · Cash-Operating Acct	60,072.92
Total Checking/Savings	129,157.95
Accounts Receivable	
11000 · Accounts Receivable	960.00
Total Accounts Receivable	960.00
Other Current Assets	
12000 · Undeposited Funds	693.00
12720 · Grant Receivables	304,958.84
12750 · Inventory	15,723.23
Total Other Current Assets	321,375.07
Total Current Assets	451,493.02
Fixed Assets	
15000 · Land	314,606.00
15010 · Buildings	503,518.00
15020 · Equipment	226,008.00
15030 · Taxis and Runways	2,546,908.39
15100 · Accumulated Depreciation	-1,386,740.98
Total Fixed Assets	2,204,299.41
Other Assets	
15005 · Construction in Progress	2,374,155.13
Total Other Assets	2,374,155.13
TOTAL ASSETS	5,029,947.56
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	160.50
Total Accounts Payable	160.50
Total Current Liabilities	160.50
Long Term Liabilities	
22000 · Note Payable - Pinnacle Bank	5,747.96
25000 · Prepaid Rent (Deferred Revenue)	10,647.00
Total Long Term Liabilities	16,394.96
Total Liabilities	16,555.46
Equity	
30000 · Fund Balance	-2,255,712.65
30005 · Investment in Capital Assets	4,561,329.00
32000 · Retained Earnings	2,696,077.45
Net Income	11,698.30
Total Equity	5,013,392.10
TOTAL LIABILITIES & EQUITY	5,029,947.56

Management Use Only

Franklin-Hart Airport Authority
Profit & Loss by Class
May 2023

Accrual Basis

	Fuel Account	Operating Account	TOTAL
Ordinary Income/Expense			
Income			
38201 · Airport Space Rental	0.00	3,394.00	3,394.00
39215 · Airport Sales of Fuel	14,369.20	0.00	14,369.20
39220 · Vendor's Compensation	0.00	0.00	0.00
Total Income	14,369.20	3,394.00	17,763.20
Expense			
52120 · Professional & Legal	0.00	3,297.50	3,297.50
52220 · Repair & Maint Contracts	0.00	87.99	87.99
52221 · Repair/Maint Bld Grounds	1,420.00	102.30	1,522.30
52320 · Comm/Telephone	0.00	687.40	687.40
52360 · Dues and Fees	0.00	300.00	300.00
53121 · Water/Sewage	0.00	27.00	27.00
53123 · Electricity	0.00	424.00	424.00
53125 · Sales Tax Expense	0.08	0.00	0.08
53167 · Other Supplies	0.00	63.00	63.00
58120 · Interest Expense	0.00	42.08	42.08
67000 · Bank Service Charges	0.00	10.00	10.00
Total Expense	1,420.08	5,041.27	6,461.35
Net Ordinary Income	12,949.12	-1,647.27	11,301.85
Net Income	12,949.12	-1,647.27	11,301.85

Management Use Only

Franklin-Hart Airport Authority
Profit & Loss by Class
July 2022 through May 2023

Accrual Basis

	Fuel Account	Operating Account	TOTAL
Ordinary Income/Expense			
Income			
38201 · Airport Space Rental	0.00	44,974.68	44,974.68
39215 · Airport Sales of Fuel	119,170.66	0.00	119,170.66
39220 · Vendor's Compensation	71.18	0.00	71.18
Total Income	119,241.84	44,974.68	164,216.52
Expense			
52120 · Professional & Legal	0.00	26,208.07	26,208.07
52220 · Repair & Maint Contracts	1,971.40	6,826.71	8,798.11
52221 · Repair/Maint Bld Grounds	6,515.00	1,802.97	8,317.97
52320 · Comm/Telephone	0.00	6,986.14	6,986.14
52360 · Dues and Fees	70.00	479.47	549.47
53121 · Water/Sewage	0.00	233.55	233.55
53123 · Electricity	0.00	5,442.08	5,442.08
53125 · Sales Tax Expense	2,372.38	0.00	2,372.38
53167 · Other Supplies	0.00	255.33	255.33
53175 · Fuel Purchases Airport	98,580.54	0.00	98,580.54
58120 · Interest Expense	0.00	788.98	788.98
67000 · Bank Service Charges	0.00	110.60	110.60
Total Expense	109,509.32	49,133.90	158,643.22
Net Ordinary Income	9,732.52	-4,159.22	5,573.30
Other Income/Expense			
Other Income			
40000 · Hart Co BOC Allotment	0.00	3,500.00	3,500.00
40005 · Franklin Co BOC Allotment	0.00	2,625.00	2,625.00
Total Other Income	0.00	6,125.00	6,125.00
Net Other Income	0.00	6,125.00	6,125.00
Net Income	9,732.52	1,965.78	11,698.30

Management Use Only

Franklin-Hart Airport Authority
Reconciliation Summary
11102 · Cash-Airport/Fuel Acct, Period Ending 05/31/2023

	May 31, 23
Beginning Balance	56,135.91
Cleared Transactions	
Checks and Payments - 3 items	(1,420.08)
Deposits and Credits - 1 item	14,369.20
Total Cleared Transactions	12,949.12
Cleared Balance	<u>69,085.03</u>
Register Balance as of 05/31/2023	69,085.03
New Transactions	
Checks and Payments - 1 item	(610.00)
Total New Transactions	(610.00)
Ending Balance	<u><u>68,475.03</u></u>

Franklin-Hart Airport Authority
Reconciliation Summary
11110 · Cash-Operating Acct, Period Ending 05/31/2023

	May 31, 23
Beginning Balance	60,592.29
Cleared Transactions	
Checks and Payments - 12 items	(6,034.37)
Deposits and Credits - 5 items	5,515.00
Total Cleared Transactions	(519.37)
Cleared Balance	<u>60,072.92</u>
Uncleared Transactions	
Deposits and Credits - 1 item	0.00
Total Uncleared Transactions	0.00
Register Balance as of 05/31/2023	<u>60,072.92</u>
New Transactions	
Checks and Payments - 5 items	(4,299.76)
Deposits and Credits - 1 item	1,465.00
Total New Transactions	(2,834.76)
Ending Balance	<u><u>57,238.16</u></u>

Franklin-Hart Airport Authority
Balance Sheet
As of June 30, 2023

Accrual Basis

	Jun 30, 23
ASSETS	
Current Assets	
Checking/Savings	
11102 · Cash-Airport/Fuel Acct	77,676.34
11110 · Cash-Operating Acct	54,131.99
Total Checking/Savings	131,808.33
Accounts Receivable	
11000 · Accounts Receivable	454.00
Total Accounts Receivable	454.00
Other Current Assets	
12000 · Undeposited Funds	386.00
12720 · Grant Receivables	304,958.84
12750 · Inventory	15,723.23
Total Other Current Assets	321,068.07
Total Current Assets	453,330.40
Fixed Assets	
15000 · Land	314,606.00
15010 · Buildings	503,518.00
15020 · Equipment	226,008.00
15030 · Taxis and Runways	2,546,908.39
15100 · Accumulated Depreciation	-1,386,740.98
Total Fixed Assets	2,204,299.41
Other Assets	
15005 · Construction in Progress	2,374,155.13
Total Other Assets	2,374,155.13
TOTAL ASSETS	5,031,784.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	160.50
Total Accounts Payable	160.50
Total Current Liabilities	160.50
Long Term Liabilities	
22000 · Note Payable - Pinnacle Bank	4,778.38
25000 · Prepaid Rent (Deferred Revenue)	10,647.00
Total Long Term Liabilities	15,425.38
Total Liabilities	15,585.88
Equity	
30000 · Fund Balance	-2,255,712.65
30005 · Investment in Capital Assets	4,561,329.00
32000 · Retained Earnings	2,696,077.45
Net Income	14,505.26
Total Equity	5,016,199.06
TOTAL LIABILITIES & EQUITY	5,031,784.94

Management Use Only

Franklin-Hart Airport Authority Profit & Loss by Class

June 2023

Accrual Basis

	Fuel Account	Operating Account	TOTAL
Ordinary Income/Expense			
Income			
38201 · Airport Space Rental	0.00	3,394.00	3,394.00
39215 · Airport Sales of Fuel	9,411.47	0.00	9,411.47
39220 · Vendor's Compensation	4.19	0.00	4.19
Total Income	9,415.66	3,394.00	12,809.66
Expense			
52120 · Professional & Legal	0.00	4,605.00	4,605.00
52220 · Repair & Maint Contracts	74.83	399.95	474.78
52221 · Repair/Maint Bld Grounds	610.00	3,100.00	3,710.00
52320 · Comm/Telephone	0.00	415.98	415.98
53121 · Water/Sewage	0.00	39.81	39.81
53123 · Electricity	0.00	440.00	440.00
53125 · Sales Tax Expense	139.52	0.00	139.52
53167 · Other Supplies	0.00	129.19	129.19
58120 · Interest Expense	0.00	38.42	38.42
67000 · Bank Service Charges	0.00	10.00	10.00
Total Expense	824.35	9,178.35	10,002.70
Net Ordinary Income	8,591.31	-5,784.35	2,806.96
Net Income	8,591.31	-5,784.35	2,806.96

Management Use Only

Franklin-Hart Airport Authority
Profit & Loss by Class
July 2022 through June 2023

Accrual Basis

	Fuel Account	Operating Account	TOTAL
Ordinary Income/Expense			
Income			
38201 · Airport Space Rental	0.00	47,493.68	47,493.68
39215 · Airport Sales of Fuel	128,582.13	0.00	128,582.13
39220 · Vendor's Compensation	75.37	0.00	75.37
Total Income	128,657.50	47,493.68	176,151.18
Expense			
52120 · Professional & Legal	0.00	30,813.07	30,813.07
52220 · Repair & Maint Contracts	2,046.23	7,226.66	9,272.89
52221 · Repair/Maint Bld Grounds	7,125.00	4,902.97	12,027.97
52320 · Comm/Telephone	0.00	7,402.12	7,402.12
52360 · Dues and Fees	70.00	479.47	549.47
53121 · Water/Sewage	0.00	273.36	273.36
53123 · Electricity	0.00	5,882.08	5,882.08
53125 · Sales Tax Expense	2,511.90	0.00	2,511.90
53167 · Other Supplies	0.00	384.52	384.52
53175 · Fuel Purchases Airport	98,580.54	0.00	98,580.54
58120 · Interest Expense	0.00	827.40	827.40
67000 · Bank Service Charges	0.00	120.60	120.60
Total Expense	110,333.67	58,312.25	168,645.92
Net Ordinary Income	18,323.83	-10,818.57	7,505.26
Other Income/Expense			
Other Income			
40000 · Hart Co BOC Allotment	0.00	3,500.00	3,500.00
40005 · Franklin Co BOC Allotment	0.00	3,500.00	3,500.00
Total Other Income	0.00	7,000.00	7,000.00
Net Other Income	0.00	7,000.00	7,000.00
Net Income	18,323.83	-3,818.57	14,505.26

Management Use Only

Franklin-Hart Airport Authority
Reconciliation Summary
11102 · Cash-Airport/Fuel Acct, Period Ending 06/30/2023

	Jun 30, 23	
Beginning Balance		69,085.03
Cleared Transactions		
Checks and Payments - 3 items	(820.16)	
Deposits and Credits - 1 item	9,411.47	
Total Cleared Transactions	8,591.31	
Cleared Balance		77,676.34
Register Balance as of 06/30/2023		77,676.34
New Transactions		
Checks and Payments - 3 items	(38,182.91)	
Total New Transactions	(38,182.91)	
Ending Balance		39,493.43

Franklin-Hart Airport Authority
Reconciliation Summary
11110 · Cash-Operating Acct, Period Ending 06/30/2023

	Jun 30, 23
Beginning Balance	60,072.92
Cleared Transactions	
Checks and Payments - 13 items	(9,322.93)
Deposits and Credits - 4 items	4,207.00
Total Cleared Transactions	(5,115.93)
Cleared Balance	<u>54,956.99</u>
Uncleared Transactions	
Checks and Payments - 1 item	(825.00)
Total Uncleared Transactions	(825.00)
Register Balance as of 06/30/2023	<u>54,131.99</u>
New Transactions	
Checks and Payments - 3 items	(385.23)
Deposits and Credits - 1 item	1,079.00
Total New Transactions	693.77
Ending Balance	<u>54,825.76</u>

Franklin-Hart Airport Authority
Balance Sheet
As of July 31, 2023

Accrual Basis

	Jul 31, 23
ASSETS	
Current Assets	
Checking/Savings	
11102 · Cash-Airport/Fuel Acct	54,333.25
11110 · Cash-Operating Acct	52,861.82
Total Checking/Savings	107,195.07
Accounts Receivable	
11000 · Accounts Receivable	2,251.00
Total Accounts Receivable	2,251.00
Other Current Assets	
12000 · Undeposited Funds	693.00
12720 · Grant Receivables	304,958.84
12750 · Inventory	15,723.23
Total Other Current Assets	321,375.07
Total Current Assets	430,821.14
Fixed Assets	
15000 · Land	314,606.00
15010 · Buildings	503,518.00
15020 · Equipment	226,008.00
15030 · Taxis and Runways	2,546,908.39
15100 · Accumulated Depreciation	-1,386,740.98
Total Fixed Assets	2,204,299.41
Other Assets	
15005 · Construction in Progress	2,374,155.13
Total Other Assets	2,374,155.13
TOTAL ASSETS	5,009,275.68
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	160.50
Total Accounts Payable	160.50
Total Current Liabilities	160.50
Long Term Liabilities	
22000 · Note Payable - Pinnacle Bank	3,798.33
25000 · Prepaid Rent (Deferred Revenue)	10,647.00
Total Long Term Liabilities	14,445.33
Total Liabilities	14,605.83
Equity	
30000 · Fund Balance	-2,255,712.65
30005 · Investment in Capital Assets	4,561,329.00
32000 · Retained Earnings	2,710,582.71
Net Income	-21,529.21
Total Equity	4,994,669.85
TOTAL LIABILITIES & EQUITY	5,009,275.68

Management Use Only

Franklin-Hart Airport Authority
Profit & Loss by Class
July 2023

Accrual Basis

	Fuel Account	Operating Account	TOTAL
Ordinary Income/Expense			
Income			
38201 · Airport Space Rental	0.00	3,394.00	3,394.00
39215 · Airport Sales of Fuel	15,449.82	0.00	15,449.82
39220 · Vendor's Compensation	0.80	0.00	0.80
Total Income	15,450.62	3,394.00	18,844.62
Expense			
52220 · Repair & Maint Contracts	0.00	87.99	87.99
52221 · Repair/Maint Bld Grounds	1,320.00	2,226.07	3,546.07
52222 · Equipment Repair	0.00	234.31	234.31
52320 · Comm/Telephone	0.00	195.82	195.82
53121 · Water/Sewage	0.00	61.98	61.98
53123 · Electricity	0.00	486.00	486.00
53125 · Sales Tax Expense	26.66	0.00	26.66
53175 · Fuel Purchases Airport	37,447.05	0.00	37,447.05
58120 · Interest Expense	0.00	27.95	27.95
67000 · Bank Service Charges	0.00	10.00	10.00
Total Expense	38,793.71	3,330.12	42,123.83
Net Ordinary Income	-23,343.09	63.88	-23,279.21
Other Income/Expense			
Other Income			
40000 · Hart Co BOC Allotment	0.00	875.00	875.00
40005 · Franklin Co BOC Allotment	0.00	875.00	875.00
Total Other Income	0.00	1,750.00	1,750.00
Net Other Income	0.00	1,750.00	1,750.00
Net Income	-23,343.09	1,813.88	-21,529.21

Management Use Only

Franklin-Hart Airport Authority
Reconciliation Summary
11102 · Cash-Airport/Fuel Acct, Period Ending 07/31/2023

	Jul 31, 23	
Beginning Balance		77,676.34
Cleared Transactions		
Checks and Payments - 3 items	(38,182.91)	
Deposits and Credits - 1 item	15,449.82	
Total Cleared Transactions	(22,733.09)	
Cleared Balance		<u>54,943.25</u>
Uncleared Transactions		
Checks and Payments - 1 item	(610.00)	
Total Uncleared Transactions	(610.00)	
Register Balance as of 07/31/2023		<u>54,333.25</u>
Ending Balance		54,333.25

Franklin-Hart Airport Authority
Reconciliation Summary
11110 · Cash-Operating Acct, Period Ending 07/31/2023

	Jul 31, 23	
Beginning Balance		54,956.99
Cleared Transactions		
Checks and Payments - 9 items	(5,174.61)	
Deposits and Credits - 4 items	3,079.44	
Total Cleared Transactions	(2,095.17)	
Cleared Balance		<u>52,861.82</u>
Register Balance as of 07/31/2023		52,861.82
New Transactions		
Checks and Payments - 3 items	(504.82)	
Total New Transactions	(504.82)	
Ending Balance		<u><u>52,357.00</u></u>