



"Your Aviation Gateway"

Griffin Spalding Airport

1035 South Hill Street
Griffin, GA 30224

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Minutes of Airport Authority Meeting 09 December, 2013 6:00PM

Attendees:

Comr. Dick Morrow (C)
Mr. Carl Pruett

Comr. Bart Miller
Mr. Larry Johnson

Comr. Raymond Ray
Mr. Ron Alexander

Also in Attendance:

Mr. William Wilson (County Manager)
Mr. Robert Mohl (Airport Director)
Mr. Alvin Huff (Citizen Engagement Specialist)
Mr. Ray Lightner (Griffin Daily News)
Mr. Bob Gilreath (Griffin Journal)

I. Call to Order:

At 6:00PM with a quorum present the Chairman, Comr. Morrow, called the meeting to order.

- II. Adopt Minutes:** The Chairman made a request to entertain a motion to accept the minutes from the Airport Authority Meeting held on 09 December 2013. Mr. Ron Alexander motioned to approve the minutes, Mr. Carl Pruett seconded. The motion was approved (6-0).

- III. Audience Comments:** Ms. Keri Gibler, resident on MacArthur Drive, inquired as to the plans for expansion of the proposed new airport, she stated that she has seen a few different maps and was not sure which one was the one she should be looking at. Comr. Morrow stated that the current map displayed on the airport's website is the current map at this time, and at present there are no plans to expand the runway however if the need arises, we have included enough property in our current scope to allow for a minimal expansion within the current property boundaries. But there are no plans to acquire more property beyond the current map.

IV. Old Business:

a. 5 Year CIP Review (Due to GDOT 31 Dec 2013): AD presented the Draft 5 year CIP for the Existing for Authority review. AD informed the Authority that pending their approval these documents will be submitted to GDOT / FAA as per regulations for airport's that receive federal grants. AD briefed each year's project (see attached). Comr. Morrow stated that these projects are FAA recommended safety requirements and that we will comply with the requirements to maintain the airfield recognizing that the local match is an obligation we must endure. Mr. Pruett asked that as he calculates the improvements through 2019 will cost approximately two million, eight hundred and eighty one thousand dollars, does that include the entire 5 year improvement, AD stated that each yellow dividing line represented on fiscal year and that the total was located on the bottom of the second page for a total of \$7,619,000.00 for the 5 year projects, of that \$4,337,100.00 are FAA's participation level, \$240,950.00 the States level and \$3,040,950.00 the local requirement. The Chairman called for a motion, Comr. Raymond Ray motioned to approve, Mr. Larry Johnson the motion was unanimously approved (6-0).

b. SPLOST : AD provided the Authority with a draft proposal regarding the 4 items recommended by the Authority at its previous meeting (see attached). Upon approval the resolution will be forwarded to both the City & the County for inclusion in their respective SPLOST discussions. Cmr. Miller asked why does the airport need a terminal that costs 2 million dollars? Cmr. Morrow stated that these are the typical terminals at other airports. AD demonstrated via powerpoint photos, that the more expensive 4 million dollar terminal as was constructed in Paulding County is more of an all purpose facility for both aviation and economic development use, whereas the smaller 2 million dollar facility is limited to aviation and is comparable to other competing airports. Cmr. Miller inquired as to whether we could increase the cutting deck on the tractor mower from six feet to ten feet, that it would be a minimal increase and provide a quicker more efficient field operation saving time and money. AD stated that he would make the change to the proposal as directed. Mr. Larry Johnson asked what if we do not spend all the splost money, what if an item comes in under what we planned for? Cmr. Morrow stated that in the event a SPLOST item comes in under budget the remaining funds are able to be directed to the other listed items or on paying existing debt. Mr. Wilson confirmed the statement. Cmr. Ray stated that he would like to limit the amount of the SPLOST requested for a new terminal Not-To-Exceed (NTE) the 2 million dollars as these amounts were provided by only two firms. AD stated that according to FAA regulations it would have to be bid out to multiple firms, that this was an amount he acquired as a general amount based upon an average terminal. AD reiterated that these items are transferable and can be directed to either the existing or the new airport. Cmr. Morrow agreed and called for a motion, Mr. Carl Pruett motioned to approve the draft resolution including the change to the cutting deck size from 6 ft at 28 thousand dollars to 10 ft for 32 thousand dollars, and limiting the amount for a new terminal to NTE 2 million dollars. Mr. Ron Alexander seconded, the motion was unanimously approved (6-0).

c. Operating Agreements: Cmr. Morrow stated that we have been working through the red tape to finalize agreements regarding employees and financial processes. Provided for you for discussion purposes is a draft of the City's finance guidelines, the City of Griffin Financial Management Program for Component Units (see attached). At the next meeting the final drafts will be presented.

V. New Business:

a. Authority Officer Elections for 2014: - Discussion. Cmr. Morrow stated that this is listed to alert you that the first meeting in January will be the meeting in which we vote for the officer positions, so start thinking about it now so those who may wish to run for office may start campaigning. (*laughter board members & audience*).

VI. Report of Committees:

- a.** Budget & Finance – Chairman directed Cmte. to scheduled meetings to go over FY 15 pre-budget & calendar
- b.** Legal & Insurance – Chairman directed Cmte. to obtain quote for Authority Insurance Coverage
- c.** Personnel – Chairman directed Cmte. to review City Policy on Performance Evaluation of AD.
- d.** Property & Assets – No report at this time.
- e.** Transition – No report at this time

VII. Airport Director's Report: AD provided monthly data reports regarding airfield expenditure, revenues and trends for the month of November 2013 (see attached).

VIII. Authority Board Member Comments: Cmr. Ray asked if there was an update on acquiring the McLendon property located inside the OFA on the Runway 14 end ? AD stated that appraisal has been completed and GDOT performed a review appraisal and that today it was approved and our representatives will be contacting the owner to make an initial offer.

Cmr. Morrow informed the Authority that FAA/GDOT asked to provide a list of answers based on their questions, that we have completed the answers for their request and was hopeful that we would have had a response by now. AD stated that GDOT contacted him this morning and that they would be ready to meet with us to discuss our proposal reducing our up-front costs sometime next week.

Authority Board Member Comments continued:

Comr. Miller asked who did the valuation of the property in the proposed area for the new airport. AD stated that it was taken off the tax assessor's database. Comr. Miller stated that some of the property values appear to be less valuable than they are listed. Comr. Morrow stated that he agrees with Comr. Miller but we will not find out the actual cost of the individual parcels until a survey and true appraisal is performed. Comr. Morrow stated also that the values include an estimate of the relocation costs. AD indicated that the federal relocation process is outlined on the airport's website and gives examples of how the property is valued and what is included in acquisition & relocation.

IX. Next Airport Authority Board Meeting : 13 January, 2014 6PM
Location : One Griffin Center

X. Adjournment: At 6:51 PM The Chair entertained a motion to adjourn, **Comr. Raymond Ray** motioned to adjourn & **Mr. Larry Johnson** seconded, the motion was unanimously passed, (6-0).

Respectfully Submitted:

Joanne Todd
Secretary,
Griffin-Spalding Airport Authority

C:
Griffin-Spalding Airport Authority
Kenny Smith, City Manager
William Wilson, County Manager