



## Minutes of Airport Authority Meeting

23 January, 2017

6:00PM

### Attendees:

Cmr. Dick Morrow (C)  
Mr. Carl Pruett  
Cmr. Raymond Ray

Mr. Brett Lavender(VC)  
Cmr. Bart Miller  
Mr. Louis Thacker

Dr. Randall Peters (Sec/Tres)  
Cmr. David Brock  
Mr. Larry Johnson

### Also in Attendance:

Judge William Johnston (Authority Legal Counsel)  
Mr. Kenny Smith (City Manager)  
Mr. William Wilson (County Manager)  
Mr. Mike Reiter (Michael Baker Intl.)  
Mr. Mike Van Wie (Michael Baker Intl.)  
Mr. Lew Walker (GDOT)  
Mr. Robert Mohl (Airport Director)

- I. **Call to Order:** At 6:00 PM, with a quorum present, the Chairman, called the meeting to order.
- II. **Welcome New Members:** Cmr. Morrow welcomed new Airport Authority member, Dr. Randall Peters. Dr. Peters is serving the remainder of Ron Alexander's term. Also, Cmr. Morrow congratulated Mr. Carl Pruett on his re-appointment by the County.
- III. **Officer Elections:** Mr. Brett Lavender nominated Cmr. Dick Morrow to serve as Chairman of the Griffin-Spalding County Airport Authority for Calendar Year 2017. The Chairman called for additional nominations. Hearing none, Cmr. David Brock motioned to close nominations and vote by acclamation to approve Cmr. Morrow as the 2017 Authority Chairman. Cmr. Raymond Ray seconded. The motion was approved (9-0).  
  
Mr. Carl Pruett nominated Mr. Brett Lavender to serve as Vice Chair of the Griffin-Spalding County Airport Authority for Calendar Year 2017. The Chairman called for additional nominations. Hearing none, Cmr. Raymond Ray motioned to close nominations and vote by acclamation to approve Mr. Lavender as the 2017 Authority Vice Chair. Cmr. Bart Miller seconded. The motion was approved (9-0).  
  
Cmr. Raymond Ray nominated Dr. Randall Peters to serve as Secretary / Treasurer of the Griffin-Spalding County Airport Authority for Calendar Year 2017. The Chairman called for additional nominations. Hearing none, Mr. Brett Lavender motioned to close nominations and vote by acclamation to approve Dr. Peters as the 2017 Authority Secretary / Treasurer. Mr. Larry Johnson seconded. The motion was approved (9-0).
- IV. **Adopt Minutes:** Mr. Brett Lavender motioned to accept the minutes of the Authority meeting held on the 14<sup>th</sup> of November, 2016. Mr. Larry Johnson seconded and the minutes were approved (8-0-1)\*.  
\* Dr. Peters abstained as he was not present at the 12 December, 2016 meeting.
- V. **Audience Comments:** None

**VI. FY 2017 Committee Assignments & Report of Committees:**

The Chairman established the following committee assignments;

**Budget and Finance:**

David Brock, Chair  
Raymond Ray  
Larry Johnson

**Property and Assets:**

Louis Thacker, Chair  
David Brock  
Bart Miller  
Blake Locke

**Personnel:**

Larry Johnson, Chair  
Brett Lavender  
Louis Thacker

**Legal Insurance:**

Carl Pruett, Chair  
Brett Lavender  
Raymond Ray

**Marketing:**

Randall Peters, Chair  
Carl Pruett  
Larry Johnson

**Note:** Authority Chair will be an ex-officio member of all committees.

- a. **Budget & Finance** – No Report At This Time
- b. **Property & Assets** – Mr. Louis Thacker reported he has researched the contract documentation regarding the airport's T-33 Model, currently on display near the Walking Park entrance to the airfield. It is apparent that the costs of refurbishments, insurance & maintenance makes the model cost prohibitive. The committee recommends returning the model to the United States Force Air Force Museum at its earliest opportunity. Cmr. Ray asked if we knew what the cost to do this is? AD stated that the costs to return the model are the airport's responsibility, however in his communication with Ms. Patricia Ochs at the Air Force Museum, she indicated that others have requested a T-33 Model and the costs to move it can be the recipients that agree to take it. Mr. Thacker motioned that the Authority begin efforts to return the model to the U.S. Air Force Museum. Mr. Brett Lavender seconded. The motion was approved (9-0). Cmr. Morrow instructed the Property Chair to investigate the process of returning the T-33 model.
- c. **Personnel** – No Report At This Time
- d. **Legal & Insurance** – No Report At This Time
- e. **Marketing** – No Report At This Time
- f. **Tenant Issues** – No Report At This Time

**VII. Old Business:**

- a. **New Airport Monthly Staff Workshop Update:** Cmr Morrow provided a brief summary regarding the staff meeting (see attached NGS A - 23 Jan 2017 agenda) held earlier in the afternoon. New work has yet to be initiated due to the inability to proceed further than Land Acquisition Phase I because of the work stoppage imposed by GDOT. Cmr. Morrow briefed the Authority on the topics discussed during a meeting requested by Carol Comer that occurred this past Friday the 20<sup>th</sup> of January. The DBE report is being held up as multiple items are waiting for GDOT determination. In the interim, the AD and City / County staff are proceeding with gathering the information and promoting an education effort to inform local potential DBE's on how to get certified and registered with the state in order to be eligible to qualify under 49 CFR part 26 for participation on federally funded projects such as this one.
- b. **Phase 1 Land Acquisition Update:** Mr. Thacker reported that of the 41 parcels in Phase 1, 31 have been closed and 2 more are scheduled to close this coming Thursday the 26<sup>th</sup> of January, 2017. Multiple negotiations are ongoing but are coming close to their end and will have an updated report to give next month. All administrative settlements have been discussed and the Authority has provided direction to Michael Baker and THC on how to proceed.

**c. Amendments to Task Orders 23 & 24:**

1. Amendment 1 to Task Order 23. This amendment addresses the 16 new tenants discovered during Land Acquisition Phase 1, to proceed with relocating additional tenants located within the 41 parcels previously approved by GDOT. Mr. Johnson asked why these additional tenants were discovered now and not earlier during prior research. Mr. Reiter responded that there was a provision in the original proposal to GDOT that included prior research for this type of discovery, however GDOT, in an effort to reduce cost, cut the item from the approved budget. Cmr. Raymond Ray motioned to authorize approval of the amendment and submitting the amendment to GDOT for review and approval (see attached). Mr. Carl Pruett seconded. The motion was approved (9-0).
2. Amendment 1 to Task Order 24. This amendment allows the consultants to continue to work through to completion of the phase 1 land acquisition process. Original estimation projected the work term to expire on the 31<sup>st</sup> of December 2016. However, due to the discovery of additional tenants in the phase 1 acquisition process (originally cut by GDOT) combined with the slower tempo on approvals from GDOT primarily attributed to their personnel turnover, loss of data and eventual work stoppage order, it is now evident that completion will more than likely occur by the end of June 2017. Cmr. David Brock motioned to authorize approval of the amendment and submitting the amendment to GDOT for review and approval (see attached). Mr. Brett Lavender seconded. The motion was approved (9-0).

**VII New Business:**

- a. **Lease Assignment Request:** AD reported that Mr. Ken Bishop desires to sell his leasehold interest and assign the remainder of his lease for the hangar located at 109 Barry Whatley Way. AD stated that this is in accordance with the Authority's Assignment Only / New Lease Moratorium policy for the current airport. There are no special conditions or requests. Cmr. Ray asked if this has been reviewed by Authority Legal Counsel, Judge Johnston stated it was and there are no objections. AD recommended approval. Mr. Brett Lavender motioned to approve tenant request to assign remainder of current lease from Mr. Ken Bishop to Dr. Mike Biddle for the property located at 109 Barry Whatley Way as presented. Mr. Louis Thacker seconded. The motion was approved (9-0).
- b. **Re-Tasking Work Authorization 18:** Mike Reiter of the Michael Baker Consulting Firm requested the Board, via amendment 1 of Work Authorization 18, be re-tasked from item "3" - (Kiwaniis Parcel Land Release Services) to now be used for on-demand issues relating to researching issues at the current airport, part of which includes obtaining an appraisal on the remaining land of the current airfield to determine its land valuation for FAA reporting, land release procedures & grant assurance purposes (see attached). Mr. Brett Lavender motioned to approve the re-task of item "3", Work Authorization 18, amendment 1 as presented. Cmr. Raymond Ray seconded. The motion was approved (9-0).
- c. **Demolition Task Order Review:** Mr. Reiter presented the Demolition Task Order (TO number to be assigned) scope & fee proposal to follow Phase 1 Land Acquisition (41 Parcels), to the Authority for approval and transmission to GDOT for review and approval. Cmr. Raymond Ray motioned to approve as presented. Cmr. Bart Miller seconded. The motion was approved (9-0).

**VIII. Airport Director's Report:** AD provided monthly airport statistical data report for December 2016. (see attached AD report).

**IX. Executive Session:** At 6:54PM Cmr. Raymond Ray motioned to suspend the Regular Meeting and enter into Executive Session. Dr. Randall Peters seconded. The motion was approved (9-0).

At 7:50PM Cmr. David Brock motioned to exit Executive Session and return to the Regular Meeting. Cmr. Raymond Ray seconded. The motion was approved (9-0).

There was no action taken as a result of Executive Session. (See attached affidavit & session minutes).

- X. Authority Board Member Comments:** Judge Johnston informed the board that the Bid Package for the sale of the existing airport has been published and reviewed with the Authority the procedures on how bids will be reviewed and considered. Judge Johnston requested that AD send the bid documents to JP Strong of Square Foot Marketing, JP stated that he would post the bid on Loop Net on our behalf. AD stated that “I am emailing it to JP as we speak”.
- XI. Next Airport Authority Board Meeting:** **13 February, 2017 - 6PM**  
**One Griffin Center**
- XII. Adjournment:** At 7:55 PM, the Chair entertained a motion to adjourn, **Cmr. Bart Miller** motioned to adjourn & **Mr. Carl Pruett** seconded, the motion was unanimously passed, (9-0).

Respectfully Submitted:

Dr. Randall Peters  
Secretary,  
Griffin-Spalding Airport Authority

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