



## Minutes of Airport Authority Meeting

11 March, 2019

6:00PM

### Attendees:

Dr. Randall Peters(C)  
Dr. Nicole Jones

Mr. Brett Lavender (VC)  
Cmr. Don Hawbaker

Cmr. Bart Miller  
Cmr. Truman Tinsley

### Also in Attendance:

Ms. Stephannie Windham (Authority Legal Counsel)  
Mr. Kenny Smith (City Manager)  
Mr. Ray Lightner (Griffin Daily News)  
Mr. Lew Walker (GDOT Project Manager)

Ms. Rebecca Collins (Croy Consulting)  
Mr. William Wilson (County Manager)  
Mr. Bob Stapleton (NGSRA Project Manager)  
Mr. Robert Mohl (6A2 Airport Director)

- I. Call to Order:** At 6:00 PM, with a quorum present, the Chairman, called the meeting to order.
- II. Adopt Minutes:** Cmr. Truman Tinsley motioned to accept the minutes of the Regular Authority meeting held on the 11<sup>th</sup> of February, 2019. Cmr. Bart Miller seconded. The minutes were approved (6-0).
- III. Audience Comments:** None
- IV. Report of Committees:**
- a. **Budget & Finance:** – No Report At This Time
  - b. **Legal & Insurance:** – No Report At This Time
  - c. **Personnel:** – No Report At This Time
  - d. **Property & Assets:** – No Report At This Time
  - e. **Marketing:** – No Report At This Time
  - f. **Policies & Procedures:** – No Report At This Time
  - g. **Tenant Issues:** – No Report At This Time
  - h. **Executive Committee:** – No Report At This Time
- V. Old Business:**
- a. Project Manager, Construction NGSRA, Monthly Report – Bob Stapleton**
1. **Expenditure Authorizations:** Project Manager Bob Stapleton provided synopsis of the activities regarding the development of the replacement airport. Mr. Stapleton provided an overview of approved expenditures as well as a Project Tracker Summary detailing the different tasks underway and the progress made per each task (see attached). Mr. Stapleton briefed the Authority on the results of the meeting he attended with the AD and Mr. Chuck Olmsted of the City Finance Dept., whereupon the bond account was reconciled with the City's accounting and brought up-to-date including all accrued interest. This current reconciliation will provide the basis for our report demonstrating the availability of funds for allocated projects and the \$ 6 Million Local Investment. Mr. Brett Lavender motioned to approve the expenditures as presented. Cmr. Truman Tinsley seconded. The motion was approved (6-0).
  2. **Croy NGSRA Schedule Update:** Ms. Rebecca Collins updated the Authority on items pertaining to the status of progress and negotiations with GDOT regarding the SEA, Land Acquisition & other requirements for the New Airport Project

Old Business continued...

**b. Airport Improvement Project, Update (AIP-33), 6A2 – AD**

1. **NAVAIDS (Lights, REIL Replacement & PAPI Rehab):** AD reported that Task Order 8 is complete and the final payment is making its way through the city process.
2. **Runway & Taxiway Restriping:** AD reported that Task Order 8 is complete and the final payment is making its way through the city process.
3. **Consider For Approval Scope & Fee Proposal for Construction Administration Services.** AD requested that Task Order 9 (recently approved by GDOT) in the amount Not-To-Exceed \$37,554, to have Croy Engineering provide construction administrative services for the 6A2 AIP-33 Grant project, consisting of repairs and rehabilitation of NAVAIDS & runway / taxiway restriping, be approved as presented. Cmr. Truman Tinsley motioned to approve Task Order 9 as presented. Mr. Brett Lavender seconded. The motion was approved (6-0).
4. **Results of Bid Opening:** Additionally, AD reported that earlier that afternoon, a bid opening for AIP-33 was scheduled. Two respondents provided bid packages. Of the two candidates (see attached bid tabulation) TCA Electrical was deemed the apparent successful bidder. AD recommended that TCA Electrical (pending the official results of the bid tabulation review and GDOT approval) be awarded the contract in the amount of \$86,732.70 as presented. NOTE: The funds expended to pay for Task Orders 8, 9 and the TCA Construction Contract are broken down as follows; 90% AIP (Airport Improvement Program) funds expended from the FAA AIP Trust Fund, 5% State Matching funds for state eligible items and 5% Local Matching Funds. The total Project is \$150,881.18 of which - the Federal share is \$135,793.06, the State's share is \$5,633.58 for a total of \$141,426.64. Add to this the City's share of \$4,727.27 and the County's portion, also \$4,727.27. AD requested that the Authority approve a resolution recommending that the City accept the FAA Grant Award for AIP-33 as presented by the Airport Director. Mr. Brett Lavender motioned to approve the resolution to accept the FAA / GDOT contract award as presented, pending the results of the bid tabulation review. Cmr. Don Hawbaker seconded. The motion was approved (6-0).

**VI. New Business:** None

**VII. Airport Director's Report:** AD provided an End-of-Month statistical summary for month ending February 2019.

**VIII. Authority Board Member Comments:** Dr. Jones thanked the Chair, Bob Stapleton and the AD for providing her a very comprehensive orientation briefing earlier in the month.

**IX. Next Airport Authority Board Meeting:** **11 March, 2019**  
**6PM**  
**One Griffin Center**

**X. Adjournment:** At 6:26 PM, The Chair called for a motion to adjourn. Cmr. Bart Miller motioned to adjourn. Cmr. Truman Tinsley seconded. The motion was approved (6-0).

Respectfully Submitted:

Cmr. David Brock  
Secretary / Treasurer,  
Griffin-Spalding Airport Authority

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