



**Minutes of
Airport Authority Meeting**
08 April, 2019
6:00PM

Attendees:

Dr. Randall Peters(C)
Cmr. Bart Miller
Mr. Louis Thacker

Mr. Brett Lavender (VC)
Mr. Brett Bell

Cmr. David Brock (Sec/Tres)
Dr. Nicole Jones

Also in Attendance:

Ms. Stephanie Windham (Authority Legal Counsel)
Mr. Kenny Smith (City Manager)
Mr. Bob Stapleton (NGSRA Project Manager)
Mr. Robert Mohl (6A2 Airport Director)

Ms. Rebecca Collins (Croy Consulting)
Mr. Ray Lightner (Griffin Daily News)
Mr. Lew Walker (GDOT Project Manager)

- I. Call to Order:** At 6:00 PM, with a quorum present, the Chairman, called the meeting to order.
- II. Adopt Minutes:** Cmr. David Brock motioned to accept the minutes of the Regular Authority meeting held on the 11th of March, 2019. Cmr. Bart Miller seconded. The minutes were approved (6-0-1)*.
* Mr. Thacker abstained as he was not present at the 11 March meeting
- 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:** – Mr. Brett Bell presented & demonstrated the new GSAA web site. After the demonstration, Dr. Peters asked when the site was expected to be accessible and “go live”? Mr. Bell stated that there were still some content issues that he wanted to work out, as well as to give the Board an opportunity to review the test site and make any comments. Dr. Peters suggested that the content documents that are currently in “Word” format be converted to PDFs. Additionally, he directed that the Board review the site over the next 7 days, addressing all comments & questions to Mr. Bell. Mr. Bell provided the test site link to the Board for their review.
 - 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 was on leave, however he provided electronically a synopsis regarding the reviewed expenditures that he recommends for Board approval subject to the availability of funds. Dr. Peters addressed the reviewed expenditures of the different tasks underway and the progress made per each task (see attached). Mr. Brett Bell motioned to approve the expenditures as presented subject to the availability of funds. Mr. Brett Lavender seconded. The motion was approved (7-0).

Old Business continued...

2. **Croy NGSa Schedule Update:** Ms. Rebecca Collins updated the Authority on items pertaining to the status of progress and negotiations with GDOT regarding the SEA. She stated that GDOT has called for a meeting on Wednesday of the current week to go over hopefully the final round of comments. Dr. Peters stated that we are responding to GDOT's sixth request for comments and is hopeful that we are near the end of this part of the process. As for the Land Acquisition, parcels AF-10 & AF-11 have accepted the offers and we will be moving to closing very soon. As for Phase-2 Land Acquisition will not be able to begin until the SEA document has been completed and accepted and Phase-1 is finished. Regarding the Kiwanis property we have completed the release checklist & submitted to GDOT. Last Thursday GDOT returned it asking that it be re-worked. We have addressed the comments and are ready to return the document to GDOT on Wednesday at our meeting. Finally, as for condemnation of parcel AF-23, Dr. Peters informed the Board that he and the condemnation attorneys will be presenting in court in the morning.
3. **Land Acquisition Parcel SEA-01 Contract:** Dr. Peters reported that parcel SEA-01 is the last parcel completing the Phase-1 Land Acquisition project. The owners of parcel SEA-01 have received and accepted our appraised offer of \$18,960. They have signed the contract and we are ready to move forward with the closing and acquisition subject to the availability of funds. Mr. Brett Lavender motioned to approve the contract and move forward with closing. Cmr. Bart Miller seconded. The motion was approved (7-0).

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

1. **NAVAIDS (Lights, REIL Replacement & PAPI Rehab): & Runway & Taxiway Restriping:**
AD reported the city approved & signed the contract and transmitted to GDOT. We now await the approval to move forward.

VI. New Business:

a. Georgia Aviation Hall of Fame Resolution Recommendation:

1. Consider for approval of recommending the City of Griffin, to present Mr. Lance Toland with a resolution / proclamation recognizing his induction into the Georgia Aviation Hall of Fame. Cmr. Bart Miller suggested that the Proclamation be a Joint City, County & Authority Proclamation. All agreed. AD recommended that the proclamation be made after the induction ceremony providing the time needed to get the history & details necessary to include in the proclamation. Mr. Brett Bell motioned to approve a recommendation to the City & County for a Joint Proclamation as discussed. Cmr. Bart Miller seconded. The motion was approved (7-0).

VII. Airport Director's Report: AD provided an End-of-Month statistical summary for month ending March 2019 (see attached).

VIII. Authority Board Member Comments:

IX. Next Airport Authority Board Meeting: **13 May, 2019**
6PM
One Griffin Center

X. Adjournment: At 6:39 PM, The Chair called for a motion to adjourn. Mr. Brett Bell motioned to adjourn. Cmr. Bart Miller seconded. The motion was approved (7-0).

Respectfully Submitted:

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

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