



**Minutes of
Airport Authority Meeting**

12 August, 2019

6:00PM

Attendees:

Dr. Randall Peters(C)
Cmr. Bart Miller
Cmr. Truman Tinsley

Mr. Brett Lavender (VC)
Cmr. Don Hawbaker

Dr. Nicole Jones
Mr. Louis Thacker

Also in Attendance:

Ms. Stephanie Windham (Authority Legal Counsel)
Mr. Kenny Smith (City Manager)
Mr. Ray Lightner (Griffin Daily News)
Mr. Robert Mohl (6A2 Airport Director)

Ms. Rebecca Collins (Croy Consulting)
William Wilson (County Manager)
Mr. Bob Stapleton (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. Bart Miller motioned to accept the minutes of the Regular Authority meeting held on the 08th of July, 2019. Mr. Louis Thacker seconded. The minutes were approved (7-0).
- III. Audience Comments:** None
- IV. Report of Committees:**
 - a. Budget & Finance:** – No Report At This Time
 - b. Personnel:** – No Report At This Time
 - c. Marketing:** – No Report At This Time
 - d. Tenant Issues:** – No Report At This Time
 - e. Legal & Insurance:** – No Report At This Time
 - f. Property & Assets:** – No Report At This Time
 - g. Policies & Procedures:** – No Report At This Time
 - h. Executive Committee:** – No Report At This Time
- V. Old Business:**
 - a. Project Manager, Construction NGS, Monthly Report – Bob Stapleton**
 - 1. **Expenditure Authorizations & Project Update:** Mr. Stapleton reported that as a recommendation from the Authority’s Marketing Committee Chair it was agreed that the Airport Director would be the best person to monitor and update the Authority’s New Website and upon direction of the Authority Chair the current vendor, Griffin Web Designs, will contact the AD and provide instruction to him on how to navigate and go about making changes to the new website. After a short discussion all agreed. Mr. Brett Lavender motioned to have Griffin Web Designs contact the AD and will now be an additional duty for the AD, once he is adequately trained, to manage the authority’s new website. Dr. Nicole Jones seconded. The motion was approved (7-0). Project Manager Bob Stapleton provided a synopsis regarding a review of ongoing tasks as well as expenditures that he recommends for Board approval subject to the availability of funds (see attached). Mr. Stapleton concluded his report. Mr. Brett Lavender motioned to approve the expenditures as presented subject to the availability of funds. Cmr. Truman Tinsley 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:**
As reported at the June meeting, AD discussed with Croy the timeframe in which the project would begin. It was determined that due to a large number of projects the Contractor (TCA Electrical) was currently engaged with that it would take about a month before mobilization would occur.

c. Property Acquisition & Closings Update: - Stephanie Windham

1. Ms. Stephanie Windham provided a synopsis of issues related to Land Acquisition(s) Phase 1: She relayed to the Authority that Mr. & Mrs. Newsome had yet to find replacement housing and are requesting extra time to move out. The Authority Chair stated that as we are not yet in a position in which to begin land clearing nor demolition it would be acceptable to allow the Newsome's to remain in place while they look for a replacement property. The Board agreed. Mr. Brett Lavender motioned to approve an extra 30 days for the Newsome's to remain at their current location (parcel AF-23). Cmr. Don Hawbaker seconded. The motion was approved (7-0).

VI. New Business:

a. Approve Travel Request: - AD

1. Mr. Brett Lavender motioned to approve the budgeted travel request allowing the Airport Authority Chair and the Airport Director to attend the 2019 Georgia Airport's Association Annual Conference. Mr. Louis Thacker seconded. The motion was approved (7-0).

VII. Airport Director's Report:

AD provided statistical data summary of expenditures, revenues and airport activity for year-end FY 2019 (see attached).

VIII. Authority Board Member Comments:

IX. Next Airport Authority Board Meeting: **09 September, 2019**
6PM
One Griffin Center

X. Adjournment: At 6:32 PM, The Chair called for a motion to adjourn. Cmr. Bart Miller motioned to adjourn. Dr. Nicole Jones 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