

# Griffin-Spalding County Airport Authority

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# Minutes of Airport Authority Meeting 12 April, 2021 6:00PM

Attendees: Dr. Randall Peters (C) Mr. Blake Locke (via Zoom) Mr. Dennis Noll

Mr. Steve Wages (V) Mayor Doug Holberg Cmr. Truman Tinsley (Sec) Mr. Louis Thacker

## Also in Attendance:

Ms. Stephanie Windham (Authority Legal Counsel) Mr. Taylor Payne (Croy Engineering) Mr. Robert Mohl (Airport Director) Mr. William Wilson (County Manager) Bob Stapleton (NGSA 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. Truman Tinsley** motioned to accept the minutes of the Regular Authority Meeting (held on the 08<sup>th</sup> of March). **Mr. Dennis Noll** seconded the motion. The minutes were approved (7-0).

# **III.** Audience Comments:

#### **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. Executive No Report At This Time
- e. Legal & Insurance
  f. Property & Assets
  g. Tenant Issues
  h. Policies & Procedures
   No Report At This Time
   No Report At This Time
   No Report At This Time

#### V. Old Business:

#### a. Project Manager, Construction NGSA, Update – Bob Stapleton:

- 1. PM reported on the work progress (see Project Tracker attached) for the month ending 31 March 2021. PM presented a summary on expenditures (see attached) requesting approvals for payment. Mr. Wages motioned to approve the expenditures as presented. Cmr. Tinsley seconded the motion. The motion was approved (7-0).
- 2. Ms. Taylor Payne of Croy Engineering provided brief synopsis on status of open Task Orders and work requests awaiting approvals by GDOT. Ms. Payne reported the completion of the SEA and Fonsi receipt. She further updated the actions regarding the ALP Update & Preliminary Design as related to the grading issues that are awaiting the results of the GPC & GTC contract approvals to determine final power line locations. Additionally, the ALP Update Scope & Fee proposals should be available for approval by the next Authority Meeting. As for the current airport the Modification to Standard for the Runway Object Free Area (OFA) has been submitted and we are awaiting GDOT comment.
- 3. NGSA Business Plan: A discussion regarding the Draft Business Plan (see attached) for the New Griffin-Spalding County Airport. PM reported that the draft was circulated to the Authority of which two sets of comments were received. A meeting was held at 6A2 to address the comments and amend the draft. PM stated that the draft was further submitted to GDOT for review of which GDOT indicated tentative approval with some minor revisions and some language they would like included.

PM recommended approval by the Authority of the Business Plan in order to satisfy the GDOT 3 Item Requirement in order to release the funds for the Utility Relocation Project. Dr. Peters reminded the Authority of the 3 Item Prerequisites: 1.) Ensure the City, County & Authority are listed as signatories to all GDOT Grant Contracts. 2.) Submit the Airport Business Plan for the New Airport & 3.) to obtain the contract proposals from GPC & GTC.

Mayor Hollberg inquired would the plan allow for modifications. PM stated, understand that this is a "living document" and as the project progresses, as conditions become more apparent and details more evident the plan is expected to be changed and updated throughout. Dr. Peters reinforced this statement as he relayed the discussion he had with Ms. Comer via zoom, and she specifically said she understood that that this is a flexible document that will be amended. Dr. Peters stated that we are asking for a conditional approval based upon whatever changes GDOT stated they would send us once we submit. Ms. Windham stated that GDOT will not review the document until the Authority adopts for official submission. Mr. Locke requested that he be permitted to address the 2 items he wanted to consider for amendment to the plan. Dr. Peters reminded that a motion needed to be made so that the item may be up for discussion. Cmr. Tinsly motioned to adopt and send to GDOT pending minor changes as presented. Mr. Louis Thacker seconded.

Dr. Peters instructed Mr. Locke to proceed with his suggestions – the first change he would like to see would be the proposed name referred to in the document "The Great Southern Crescent Airport" Mr. Locke felt it was premature to be using unapproved names in an official document. He stated that in other documents that we have presented to the FAA / GDOT we use the term "New Griffin-Spalding County Airport" and that for continuity and since a new name has not been officially adopted by the Authority we should not use the one titled in the Business Plan.

PM stated that it is used as a placeholder / example in the Branding paragraph as one recommendation in the marketing process as a possible tie to this geographical region. Mr. Noll stated that his issue with the name applied in the plan would only be recognized by a select few that are familiar with term as opposed to the more geographically recognizable "Griffin-Spalding" and that since we have not adopted a name maybe we should not use it in the document. Cmr. Tinsley provided the example of Falcon Field over in Peachtree City. Mayor Hollberg replied that if you are not familiar with Peachtree City then you are not aware its called Falcon Field.

PM stated that pilots are required to do their due diligence when the plan their flights and become familiar with the destination. PM stated the comments are all well-made and is only a recommendation, if the Authority pleases it can remove the name in order to move forward. Mr. Wages stated that it is listed as both throughout the document - Great Southern Crescent & Griffin-Spalding.

Mr. Locke's second issue was an objection to "Permit Fees" and may be a disincentive to potential businesses once the document becomes public record. PM explained that this was akin to a Business Permit or License issued by Municipalities in order to do business on the airport. Mayor Hollberg asked if it needed to be in the plan? PM stated that it did not need to be and can be added later but it is in the plan provided by GDOT as an approved example.

Legal Counsel stated that this is a common provision in commercial lease contracts especially when there are requirements to perform maintenance. PM added that this measure would assist us in our audit & regulatory requirements that we do not have in the current 6A2 lease agreement. Dr. Peters asked Ms. Windham if this was not in the Business Plan could it later be put into a lease agreement or contract. Ms. Windham stated that it could but stated that it should also be in the BP to demonstrate to GDOT that we are aware of these issues, they are being considered and we are giving careful consideration to methodologies that will allow us to be self-sufficient. PM summarized that this is a plan but it is also a living document that will evolve as we get new information, this will guide up as we develop the contracts.

Mr. Thacker stated that he had not read the document yet and would like to have a meeting to discuss the items separately. He stated that this appears to be a bit premature that we should put it off until the next meeting after we have had a meeting to go over it in detail. Mr. Thacker suggested that we have a special called meeting in two weeks to address only this item. PM stated that is a reasonable statement, however GDOT has now determined that this is one of 3 items GDOT now wants before it will release the money for the power line relocation & phase II land acquisition. It needs to be approved by GDOT this month, our deadline is the 15<sup>th</sup> of May and we do not want to send this in at the last minute.

Mr. Locke stated that he called numerous other nearby airports and inquired if they had a permit requirement. He stated they did not and would like us to move forward in order that they may benefit from the businesses that leave us or decide not to come here. Dr. Peters reiterated that this is a plan for us to consider as we make policy & develop contracts. Dr. Peters stated that we can drop these from the document, approve it with changes if we get a motion to make changes or approve it as it stands. Mr. Tinsley stated that this is a plan, let's adopt the initial plan and make changes as we move forward.

AD reiterated that as the Board moves forward with intricate policy discussions, the Authority will at that time address these details through various committees & workshops providing the detailed direction that we will execute. PM made a passionate plea to guard against personal agendas ahead of the business of the Authority, any delay in getting this to GDOT could jeopardize our funding and the future of this project. Mayor Hollberg stated that there are not necessarily personal agendas that this is only his fourth meeting this year and he wanted to ensure that we had time to discuss the plan. So is this the 6<sup>th</sup> month, 12<sup>th</sup> month or 18<sup>th</sup> month this has been working on, has the Authority had time to digest the material or is this staff driven. Dr. Peters stated that this has been predominantly staff driven but has been discussed,

AD stated that it has been discussed for more than a year, however the urgency has developed upon the new notification by GDOT that they will not release funding for the relocation & phase II land acquisition until this plan is submitted & reviewed. We were operating under the assumption that this document would come later as more detailed information became available. PM stated that the CIP indicates this plan being developed in 2023. Dr. Peters stated that the question has been called. The Plan was approved (5-2).

### b. Airport Director, Current Airport Issues, 6A2: - Robert Mohl

- 1. AD updated the Authority on the progress of the annual airport operating budget submissions.
- 2. AD briefed the Authority on the status of the CRRSAA application for 6A2's \$13,000. relief allocation.
- 3. AD provided monthly operations & financial statistical reports for month ending 31 March 2021.

### c. Legal Issues Update - Ms. Stephanie Windham (Airport Authority Legal Counsel):

Legal Counsel presented the Georgia Transmission Corporation Agreement (see attached) to Modify Electrical Facilities & the Georgia Power Stipulated Sum Agreement (see attached) for approval, Ms. Windham stated the documents have been reviewed and are approved as to form. Counsel also requested that these be approved pending approval by GDOT with permission for Legal to make minor adjustments as may be required by GDOT, The Authority, Georgia Power or Georgia Transmission.

Dr. Peters stated that these two documents have been in our possession for some time, however they have been held until we had the agreement contract with GDOT to proceed. These two contracts constitute the 3<sup>rd</sup> piece GDOT requires before the release of funds. The only changes that have been made have been an adjustment to the dates of the contract bringing it up to date. Upon approval we anticipate that Ga Power & Ga Transmission will re-engineer the project and submit updated cost requirements once they determine which option (aerial, underground, etc.) they wish to proceed with.

Mayor Hollberg motioned to approve both contracts as presented by Ms. Windham with conditions she recommends. Mr. Wages seconded. The motion was approved (7-0).

- VI. New Business: Mayor Hollberg & Dr. Peters Discussion to schedule a workshop to bring the Authority upto-date as to the status of the project and the direction of mission critical tasks that will need to have committees formed & chaired by Authority members in order to develop the details on many of the items we have discussed. Additionally, consider the possibility of scheduling a sit down with our Federal Representatives to request line item funding as many of these relief & infrastructure funds become available that would assist in the development of this project.
- VII. Authority Board Member Comments: (See Attached).
- VIII. Next Airport Authority Board Meeting: 10 May, 2021 6PM One Griffin Center
- IX. Adjournment: At 7:27 PM, the Chair called for a motion to adjourn. Mayor Hollberg motioned to adjourn. Mr. Noll seconded the motion. The motion was unanimously approved, (7-0).

Respectfully Submitted:

Cmr. Truman Tinsley Secretary / Treasurer, Griffin-Spalding Airport Authority