



Minutes of Airport Authority Meeting

12 March, 2018

6:00PM

Attendees:

Dr. Randall Peters(C)
Cmr. David Brock
Cmr. Truman Tinsley

Mr. Brett Lavender (VC)
Mr. Larry Johnson
Cmr. Raymond Ray

Cmr. Bart Miller
Mr. Louis Thacker

Also in Attendance:

Judge William Johnston (Authority Legal Counsel)
Mr. Kenny Smith (City Manager)
Mr. William Wilson (County Manager)
Ms. Rebecca Collins (Croy, Consultant)
Mr. Greg Teague (Croy, Consultant)
Mr. Brian Upson (Paragon Engineering)
Mr. Bob Stapleton (GSAA Project Manager)
Mr. Lew Walker (GDOT)
Mr. Robert Mohl (Airport Director)
Mr. Ray Lightner (Griffin Daily News)

I. Call to Order: At 6:02 PM, with a quorum present, the Chairman, called the meeting to order.

II. Officer Elections: **Item tabled at the 12 February 2018 Meeting.**

The Chair motioned to remove from table and open nominations for the position of Secretary / Treasurer of the Griffin-Spalding County Airport Authority. Cmr. Truman Tinsley seconded the motion. The motion was approved (8-0). Cmr. Truman Tinsley nominated Cmr. David Brock and motioned that nominations be closed and accept the nominee by acclamation. Mr. Brett Lavender seconded. The motion was approved (8-0).

III. Adopt Minutes: Cmr. Ramond Ray motioned to accept the minutes of the Authority meeting held on the 12 February, 2018. Mr. Larry Johnson seconded. The minutes were approved (8-0).

IV. Audience Comments: Statement by Ms. Katy Arrowood. Griffin Region College & Career Academy (GRCCA) CEO, gave an overview of the Aviation Programs starting in the fall with the ultimate goal of opening an A&P school here in Griffin.

V. Report of Committees:

- a. **Budget & Finance** – Cmr. Brock reported that the Airport Draft Budget Request has been submitted and reviewed by the Finance Dept. More to come as we work through the city's budget process.
- b. **Legal & Insurance** – No Report At This Time
- c. **Personnel** – Mr. Larry Johnson reported the AD has completed performance evaluations of airport staff. They have been reviewed by the committee and are on their way to the city HR dept. for recording. The Personnel Committee will need to set a date to start the review process for the AD as his annual review is due in April.
- d. **Property & Assets** – Mr. Louis Thacker stated that he will be contacting the Property Committee and set up a workshop to occur this month for the purposes of discussing potential courses of action to establish a process to deal with current tenants at the current airport.
- e. **Marketing** – No Report At This Time
- f. **Tenant Issues** – No Report At This Time
- g. **Policies & Procedures** – No Report At This Time
- h. **Executive Committee** – No Report At This Time

VI. Old Business:

a. Project Manager, Construction NGS Monthly Report – Bob Stapleton

Project Manager Bob Stapleton provided synopsis of the Consulting Services RFQ & rapid selection of Croy Engineering via the GDOT approved selection process. Additionally, Mr. Stapleton updated the Board on the progress of the Supplemental Environmental Assessment (SEA) being conducted by Hanson Professional Services, Inc. As well as briefing the Board on progress regarding the Airport Walking Track & Cintas contamination as well as the radio tower potential obstruction issues.

VII. New Business:

a. Consider For Approval of Master Consulting Services Agreement – Dr. Peters

The Chair introduced the Croy team Ms. Rebecca Collins and Mr. Greg Teague as the primary Consultants (pending MCSA approval – New Business) that will be assisting in our continuation of the New Griffin Spalding County Airport construction project. Ms. Collins & Mr. Teague made introductory comments voicing their appreciation in obtaining the opportunity to work with the Authority and move this project forward. Mr. Larry Johnson motioned to approve the Master Services Agreement with Croy Engineering to provide Primary Consulting Services and Project Management for the New Griffin-Spalding County Replacement Airport Project. Cmr. Truman Tinsley seconded. The motion was approved (7-0-1).

* Mr. Brett Lavender abstained, he cited a previous relationship with the firm and a potential conflict of interest. Judge Johnston informed the Board that he received an email from Mr. William Wilson via Mr. Vernon Lee regarding GDOT suggested changes to the MCSA and that we hold off on approving the agreement until Croy has the opportunity to make the changes per GDOT's comments. Mr. Stapleton stated that the original email was sent to him earlier by GDOT and those changes had already been incorporated into the agreement. Mr. Stapleton reiterated that Mr. Lee was behind in his information gathering and involvement in the process thus causing the confusion.

b. Marketing Effort at SOAR in Macon Ga. – Carl Pruett

Mr. Pruett provided a synopsis of his attendance, on the Authority's behalf, at the 2-day SOAR (Supplier Opportunities & Aerospace Resources) Conference held in Macon on the 6th – 8th of March. Mr. Pruett stated that he and our marketing consultant, Mr. Leon Stolz, made several contacts with businesses looking for opportunities in Georgia. He stated that they promoted both the new replacement airport as well as the current airport (see attached provided comments).

VIII. Airport Director's Report: AD provided statistical information regarding airfield operations for month ending 28 February 2018.

IX. Authority Board Member Comments: None.

X. Next Airport Authority Board Meeting: **09 April, 2018**
6PM
One Griffin Center

XI. Adjournment: At 6:50 PM, Cmr. Raymond Ray motioned to adjourn the meeting. Cmr. Truman Tinsley seconded. The motion was unanimously approved, (8-0).

Respectfully Submitted:

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

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