



## Griffin Spalding Airport

1035 South Hill Street  
Griffin, GA 30224

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### Minutes of Airport Authority Meeting

10 November, 2014

6:00PM

#### Attendees:

Cmr. Dick Morrow (C)  
Mr. Brett Lavender  
Mr. Louis Thacker

Cmr. Joanne Todd (S)  
Mr. Carl Pruett

Cmr. Bart Miller  
Mr. Larry Johnson

#### Also in Attendance:

Mr. Kenney Smith (City Manager)  
Judge William Johnston (Authority Legal Counsel)  
Mr. Mike Reiter (Baker Consulting Group)  
Mr. Robert Mohl (Airport Director)

#### I. **Call to Order:**

At 6:00PM with a quorum present the Chairman, Cmr. Morrow, called the meeting to order.

- II. **Adopt Minutes:** The Chairman made a request to entertain a motion to accept the minutes from the Airport Authority Meeting held on 13 October 2014, Cmr. Joanne Todd motioned to accept the minutes, Mr. Carl Pruett seconded, the motion was approved (7-0).

- III. **Audience Comments:** - None

#### IV. **Old Business:**

- a. **Property Transfer Update:** Judge Johnston provided details regarding progress on the agreements to transfer airport property from the City of Griffin and Spalding County to the Airport Authority. Highlighted issues include; lack of documentation, unaccounted for parcels, airport streets, future zoning difficulties and a small portion of the city golf course.
- b. **Bond Counsel Update:** Cmr. Morrow & Judge Johnston provided details on the progress of obtaining the bonds & underwriters to begin the process of land acquisition in accordance with established federal land acquisition procedures.

#### V. **New Business:**

- a. **Policy for Local Business Content:** Mr. Daioud Amin spoke briefly about concerns and regarding policies that could be adopted that would give local community & minority owned businesses preference when conducting and awarding construction contracts for the new airport project. Airport Director briefed the Authority on 49 CFR part 26 regarding the airport's DBE (Disadvantaged Business Enterprise) requirements and his efforts to get the word out on certifying minority owned businesses with GDOT's Unified Certification Application program. AD stated that on the current airport AIP projects, whenever possible, local businesses are utilized. Judge Johnston pointed that the operating agreement of the Airport Authority includes language that says the Authority will use local and minority owned businesses whenever possible and in accordance with Federal Contract rules. AD reiterated the importance of promoting a local marketing effort to educate the community on certifying minority owned businesses with the State of Georgia.
- b. **Monthly Coordination Meeting Update:** Cmr. Morrow briefed the Authority on the establishment of regularly scheduled monthly meetings with FAA / GDOT regarding the New Airport Project. Current discussions of the first meeting have centered around the land acquisition identification & phasing process.

- c. **Authority Board Appointment:** Cmr. Morrow briefed the Authority on the upcoming Authority Board Member term expiration of the Vice Chair, Mr. Ron Alexander occurring the 31<sup>st</sup> of December of this year. Cmr. Morrow further recommended that he feels it is incumbent upon the board to review the candidates and their qualifications and then make a recommendation to the appointing City or County Board. It was agreed that the notice would be made and the Authority would meet on the 12<sup>th</sup> of January during their regular meeting, review the candidates and make a recommendation to the City for their consideration at their meeting, the following night.

**VII. 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** – Mr. Louis Thacker stated that he will be working with Judge Johnston on moving title of property & equipment transferred to the Authority.
- e. **Marketing** – Mr. Pruetz briefed the Authority on the events and presentation on the new airport made during the IDA ECG/MEAG Power Economic Development Bus Tour this past Wednesday. The mail-out brochure has been completed and was presented at that meeting. It will be mailed out to prospective business starting next month. Cmr. Morrow stated that Cushman & Wakefield would like further discussion on marketing the current airport.

**VIII. Airport Director's Report:** AD provided standard monthly data reports regarding airfield expenditures, revenues and trends for the month of October 2014. (see attached).

**IX. Authority Board Member Comments:**

Cmr. Morrow informed the board that he received word that Drone Technology (in Agriculture) will soon be taught at UGA Griffin Campus.

Cmr. Morrow asked Mr. Thacker to get with Mr. Alexander and Mr. Lavender to set up a January meeting with the purpose of presenting information to the current airport tenants, receive their comments and answer their questions.

Cmr. Morrow recognized Mr. Mike Reiter of the Michael Baker Consulting Group, for his appreciated efforts and work done on the Authority's behalf. Mike was called forward and presented with a limited edition, handmade bird house that is the signature gift of the Authority Chairman.

**X. Next Airport Authority Board Meeting : 12 January, 2015 6PM**  
**Location : One Griffin Center**

**XI. Adjournment:** At 6:53 PM, the Chair entertained a motion to adjourn, **Mr. Brett Lavender** motioned to adjourn & **Mr. Larry Johnson** seconded, the motion was unanimously passed, (7-0).

Respectfully Submitted:

Joanne Todd  
Secretary,  
Griffin-Spalding Airport Authority

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