



"Your Aviation Gateway"

## Griffin Spalding Airport

1035 South Hill Street  
Griffin, GA 30224

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### Minutes of Airport Authority Meeting Regular Meeting 13 April, 2015 6:00PM

#### Attendees:

Mr. Ron Alexander (V)  
Cmr. Raymond Ray  
Mr. Louis Thacker

Cmr. Joanne Todd (S)  
Mr. Carl Pruett  
Mr. Brett Lavender

Cmr. Bart Miller  
Mr. Larry Johnson

#### Also in Attendance:

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

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

At 6:00PM with a quorum present the Vice Chairman Mr. Ron Alexander called the meeting to order. Authority Chairman Morrow, absent, was attending a meeting in Atlanta. He then stated that there were two proposed changes to the agenda. The first, Mr. Alexander motioned to move Article IV "Old Business", Item "a. - New Airport Update" to Article III. Ahead of "Audience Comments". Mr. Carl Pruett seconded and the motion was approved (8-0). Second, Mr. Brett Lavender motioned to amend the agenda to defer Article IV "Old Business", Item "d. - Current Airport Appraisal Discussion" to the 13 May Authority Meeting, as the Chair, Commissioner Morrow, requested to be present during the discussion. The motion was seconded by Cmr. Joanne Todd. The motion was approved (8-0).

#### II. **Adopt Minutes:**

##### a. **09 March, Regular Meeting:**

Motion: Mr. Brett Lavender 2<sup>nd</sup>: Mr. Carl Pruett (8-0)

##### b. **10 March, Special Called Meeting:**

Motion: Mr. Brett Lavender 2<sup>nd</sup>: Mr. Carl Pruett (8-0)

##### c. **24 March, Special Called Meeting:**

Motion: Mr. Brett Lavender 2<sup>nd</sup>: Mr. Carl Pruett (8-0)

#### III. **Old Business:**

- a. **New Airport Update – Staff Workshop Report:** Mr. Thacker provided an update regarding the issues discussed during the 2pm Workshop held earlier in the afternoon. Highlights included; refining the airport layout map, land acquisition issues, FAA regulatory issues regarding roads in the RPZs, an Environmental Assessment Supplemental for potential new layout, obstruction mapping, tenant relocation plan, hangar owners survey, utility alignments and relocations, the initiation of an ALP & form 7480 process, and items regarding terminal area layout refinements. (see attached meeting agenda)

#### IV. Audience Comments:

- a. **Ms. Patti Kosko;** 110 Tanglewood Trail, Griffin, GA. Stated she heard a rumor that the large hill on the adjacent property belonging to Alan Mobley would be removed and that would be unacceptable for the people living on Tanglewood. AD stated that there have been no plans regarding the hill but it may be a possibility if it were an obstruction or if the construction needed the dirt. However, to date no plans have been made to remove the hill.
- b. **Mr. Gilbert Howard;** 60101 Wild Plum Rd. Griffin GA. Inquired about the impact to homes along Wild Plum. AD stated, at present there were no discussions regarding homes along Wild Plum Rd. However, upon approval of the final layout proposal work will then begin on determining the best access for the new airport and Wild Plum Road is a potential candidate.

#### V. Old Business:

- a. **Bond Update-Special Called Meeting:** Mr. Alexander briefed the Authority & audience recapping the results of the above mentioned Special Called meetings, which detailed the process and resulting successful acquisition of bond monies to be used for land acquisition for the new airport.
- b. **Current Airport Boundary Survey Results:** AD & Mike Reiter detailed results of the completed boundary survey (see attached).
- c. **Current Airport Appraisal Discussion:** Item was deferred, (8-0), to the 13 May, 2015  
Airport Authority Meeting
- d. **Airport Overlay District:** AD presented slides & information regarding the need for the City & Authority to adopt the airport district overlay. AD informed the Board that the County has in place an Airport Overlay District but it does not cover the areas within the City's jurisdiction. The Spalding County's AOD is very good and is necessary to protect the City & Authority from litigation for actions & non-compliance resulting on private properties. Through its Grant Assurances the sponsor (in this case, the City & County and now Airport Authority) guarantee to protect the airspace around the airport. Without this the City & Authority are liable should someone put up a sign, tower, or allow a tree to become an obstruction and it cause the death or dismemberment of a pilot his crew or passengers. AD emphasized that merely adopting the overlay is not the end of the issue, it then will need to be enforced. Mr. Brett Lavender motioned to have the Airport Authority's Legal Counsel review the draft AOD and upon his approval transmit to the City for its consideration of adoption as recommended by the Airport Authority to ensure the safety of the pilots, crews and passengers that utilize the Griffin-Spalding County Airport. Mr. Larry Johnson seconded and the motion was approved (8-0).

#### VI. New Business:

- a. **DBE Agreement:** AD presented information regarding the Disadvantaged Business Enterprise participation plan as per regulation 49 CFR part 26. We need these business to participate and work on our large scale projects, specifically our new airport project. However, every DBE business we have working with us, does not automatically mean we receive proper credit. Those businesses wishing to receive status as a certified DBE must register and demonstrate to the state their qualifications through the state's Unified Certification Program. AD stated that he has provided the state application as a link on the airport website. Additionally, has provided the information to the City Business Office ensuring maximum coverage in order to educate potential DBE businesses about the Federal DBE program. This is an extremely important program that assists local businesses to obtain critical certified status in order to participate on large scale, multi-million dollar, FTA / FAA projects. It is the local sponsor's responsibility to administer the program.
- b. **New Airport, Local Program Manager Discussion:** Vice Chairman Alexander briefed the Authority on GDOT's proposal to hire a local person to assist in administering the new airport project program. AD reiterated the recommendation by GDOT to obtain this person paid for with FAA funds. AD stated that further information will be provided at their next GDOT coordination meeting, bringing any proposed agreement to the Authority for final approval.

- c. **Recognize Will Stevens – Zero Deficiencies Fuel & Fuel Delivery System Inspections:** AD detailed results of the Airport's Fuel & Fuel Delivery Systems Inspection. AD stated that the airport received an inspection report having zero deficiencies noted. AD briefed the Board on the efforts by the airport specifically Mr. Will Stevens, Senior Airport Lineman, who is tasked with ensuring compliance with the codes and regulations regarding the airport's fueling systems for the safety of our tenants pilots and crews that utilize the Griffin-Spalding County Airport.
- d. **Recognize Martin Sanz – Child Mentoring Program Cowan Road Middle School:** AD informed the Board that the Airport's Account Specialist, Mr. Martin Sanz volunteers utilizing his lunch hour every Wednesday afternoon as a mentor assisting young children at the Cowan Road Middle School.

**VII. Report of Committees:**

- a. **Budget & Finance:** Mr. Ron Alexander reported that the City has completed its review of the airport's budget request, it will now go to the County for review.
- b. **Legal & Insurance:** Mr. Carl Pruett reported on; on-going research conducted by Judge Johnston regarding the Rialto Ca. airport and the relocation of its tenants, information that Mr. Lavender is gathering regarding the closure of the old South Atlanta Airport. Info is still be accumulated and we'll have more to report at our next meetings.
- c. **Personnel** – No Report at this Time
- d. **Property & Assets** – No Report at this Time
- e. **Marketing:** Mr. Pruett stated that he is moving towards contacting studios to see if there is preliminary interest that would lead to more in depth discussions.

**VIII. Airport Director's Report:** AD provided standard monthly data reports regarding airfield expenditures, revenues and trends for the month of April 2015. (see attached).

**IX. Authority Member Comments:** NONE

**X. Next Regular Airport Authority Board Meeting :** 11 May, 2015 6PM  
**Location :** One Griffin Center

**XI. Adjournment:** At 6:57 PM, Mr. Brett Lavender motioned to adjourn. Mr. Carl Pruett seconded and the motion was unanimously approved (8-0).

Respectfully Submitted:

Joanne Todd  
Secretary,  
Griffin-Spalding Airport Authority

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