



"Your Aviation Gateway"

## Griffin Spalding Airport

1035 South Hill Street  
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### Minutes of Airport Authority Meeting Regular Meeting 10 August, 2015 6:00PM

#### Attendees:

Cmr. Dick Morrow (C)	Mr. Ron Alexander (V)	Cmr. Joanne Todd
Cmr. Bart Miller	Cmr. Raymond Ray	Mr. Carl Pruett
Mr. Larry Johnson	Mr. Louis Thacker	

#### Also in Attendance:

Judge William Johnston (Airport Authority Legal Counsel)  
Mr. William Wilson (County Manager)  
Mr. Kenny Smith (City Manager)  
Mr. Mike Reiter (Michael Baker Consulting)  
Mr. Mike Van Wie (Michael Baker Consulting)  
Mr. Robert Mohl (Airport Director)

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

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

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

##### **a. 13 July, Regular Meeting:**

Motion: Cmr. Bart Miller 2<sup>nd</sup>: Mr. Ron Alexander (7-0-1\*)  
\* Cmr. Joanne Todd Abstained

#### **III. Audience Comments: None**

#### **IV. Report of Committees:**

- a. Budget & Finance:** No Report at this Time.
- b. Legal & Insurance:** – Mr. Carl Pruett detailed items discussed during L& I committee meeting with Mr. Mike Van Wie specifically with progress made on the Rules & Regulations and the Minimum Standards being developed for the new airport. Mr. Van Wie distributed the draft documents for Authority review. Comments were requested to be forwarded to the committee via the AD or direct email, by September 10th. Suggestion was made to hold Authority Workshop regarding R&R & Min Standards. Workshop was agreed to be held on 14 September, prior to the Authority meeting. Mr. Thacker requested that once we have a draft the Authority agrees upon, we should publish for a period of time for public comment.
- c. Personnel** – No Report at this Time
- d. Property & Assets** – No Report at this Time
- e. Marketing:** – Cmr. Morrow recapped his discussion with Southern Crescent's Film Institute Director on the viability of marketing the current airport to the tv & film industry especially the technical jobs, as Georgia's film industry is growing. Additionally the AD met with a firm that was also interested in submitting a proposal to market the current airport.

- f. **Consultant Selection:** Cmr. Morrow announced that 5 companies submitted proposals for consideration (see RFQ Selection Grading Package attached). They were distributed to the Selection Committee for review and grading. The Selection Committee detailed their results:

Griffin-Spalding County Airport Consultant Selection Candidates 27 July, 2015										
Order of Submission	Firm's Name	GDOT Prequalification List 1.08 Airport Master Planning	GDOT Prequalification List 2.09 Aviation	Points	Rating					
1	23 July, 2015, 10:45AM	Robert & Company	Prequalified	Prequalified	319	4				
2	23 July, 2015, 4:30PM	CDM Smith	Prequalified	Prequalified	383	3				
3	24 July, 2015, 1:15PM	Michael Baker	Prequalified	Prequalified	468	1				
4	27 July, 2015, 12:30PM	Goodwyn / Mills / Cawood	Prequalified	<b>Not Listed</b>	286	5				
5	27 July, 2015, 2:15PM	Holt Consulting	Prequalified	Prequalified	437	2				

The Chair announced its readiness to accept a motion, to enter into negotiations with the submitted firms, in order of precedence 1-5, as recommended by the grading and ratings of the Selection Committee. Mr. Carl Pruett motioned to approve, Mr. Louis Thacker seconded. The motion was approved (8-0).

## V. Old Business:

- a. **New Airport Update, Staff Workshop Update:** – Cmr. Morrow
  1. One Sheet ALP drawing submitted to the FAA
  2. FAA Form 7480 submitted to FAA
  3. Approval from GDOT to conduct additional aerial mapping obtained.
  4. Terminal Area Layout Refinement submitted to GDOT
  5. Environmental Supplemental Assessment is being reviewed by GDOT
  6. Environmental Permitting on hold until EA Supplemental & initial design contract is approved.
  7. Land Acquisition, layout is holding firm, FAA requesting sit down meeting to finalize.
  8. Utility Relocation recommendations & alternatives submitted to GA. Power awaiting approval for relocation study.
  9. Zoning Ordinance, Airport Overlay District being reviewed by Spalding County for approval (see attached meeting agenda)
- b. **DBE 3 Year Plan Service Agreement:** AD stated that GDOT gave verbal approval in the Update meeting, will get written approval and have contract to approve at next month's Authority meeting.
- c. **Discuss / Adopt Rules & Regulations for NGSAs:** Workshop to address 14 Sept. 2015
- d. **Discuss / Adopt Minimum Standards for NGSAs:** Workshop to address 14 Sept. 2015

## VI. New Business:

- a. **Land Acquisition Proposal:** - Real Estate Agent Ms. Eastrope withdrew option to purchase foreclosed property, stating a private individual is making an offer.

## VII. Airport Director's Report:

AD provided standard monthly data reports regarding airfield expenditures, revenues and trends for the month of July 2015. (see attached).

## VIII. Authority Member Comments:

Cmr. Bart Miller illustrated that there is some public confusion regarding the 5500 ft runway build out with 500 ft extension. Cmr. Miller requested that a statement be made to clarify the extra 500 ft. Cmr. Morrow reiterated the issue that the initial runway will be built to 5500 feet, and that the property purchase will include enough land to go out to 6000 feet if we need it and without having to purchase additional land. The 6000 ft shown on the map illustrates the plan for at least the next 10 years. Even if we do not build it, we have to show it on the map in case the need arises.

**IX. Next Regular Airport Authority Board Meeting :** 14 September, 2015 6PM  
**Location :** One Griffin Center

**X. Adjournment:** At 6:44 PM, Cmr. Raymond Ray motioned to adjourn. Mr. Carl Pruett seconded and the motion was unanimously approved (8-0).

Respectfully Submitted:

Joanne Todd  
Secretary,  
Griffin-Spalding Airport Authority

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