



# Minutes of Airport Authority Meeting

09 July, 2018  
6:00PM

**Attendees:**

Dr. Randall Peters(C)  
Mr. Louis Thacker

Mr. Brett Lavender (VC)  
Cmr. Raymond Ray

Mr. Larry Johnson

**Also in Attendance:**

Ms. Stephannie Windham (Authority Legal Counsel)  
Mr. Greg Teague (Croy Consulting)  
Mr. Lew Walker (GDOT)  
Mr. Bob Stapleton (NGSRA Project Manager)

Mr. William Wilson (County Manager)  
Mr. Brent Bracewell (Croy Consulting)  
Mr. Ray Lightner (Griffin Daily News)  
Mr. Robert Mohl (Airport Director)

- I. **Call to Order:** At 6:00 PM, with a quorum present, the Chairman, called the meeting to order.
- II. **Adopt Minutes:** Cmr. Raymond Ray motioned to accept the minutes of the Authority meeting held on the 11<sup>th</sup> of June, 2018. Mr. Louis Thacker seconded. The minutes were approved (5-0).
- III. **Audience Comments:** None
- IV. **Report of Committees:**
  - a. **Budget & Finance:** – No Report At This Time
  - b. **Legal & Insurance:** – Cmr. Raymond Ray recognized Ms. Stephanie Windham, New Airport Authority Legal Counsel.
  - c. **Personnel:** – No Report At This Time
  - d. **Property & Assets:** – No Report At This Time
  - 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
- V. **Old Business:**

**a. Project Manager, Construction NGSRA Monthly Report – Bob Stapleton**

Project Manager Bob Stapleton provided synopsis of the activities regarding the development of the replacement airport. Mr. Stapleton provided a project tracker summary detailing the different tasks that are underway (see attached).

**Monthly Activities Report June 2018**

- |                                      |                           |
|--------------------------------------|---------------------------|
| 1. PM Office at County Annex         | 6. SEA                    |
| 2. Website RFP                       | 7. DBE Plan               |
| 3. Tenant Relocation Action Proposal | 8. Tower Obstruction      |
| 4. Phase II Property Acquisition     | 9. Bond Audit             |
| 5. Walking Park Release              | 10. TO 16, 23 & 24 Review |

**b. Airport Authority Legal Counsel Introduction – Airport Authority Chair:** Dr. Peters introduced & welcomed Ms. Stephanie Windham of the legal firm of Beck, Owen & Murray as the new Airport Authority Legal Counsel.

- c. **Supplemental Environmental Assessment Proposal – Croy Engineering:** Mr. Greg Teague of Croy Engineering, briefed the Authority regarding the SEA. He stated that they had been working with Hanson Engineering. After a discussion with GDOT it was determined that a complete SEA would need to be undertaken, in addition to the abbreviated SEA that Hanson was contracted to perform. It is estimated that this task will cost approximately \$140K. We are reviewing and finalizing the Scope & Fee proposal and will be presenting to the Authority for acceptance & transmission on to GDOT for approval. Dr. Peters asked how long it will take to complete the SEA once approved. Mr. Teague stated that he believes it will take roughly 90-120 days after receipt of the notice-to-proceed.
- d. **Fireworks Recap – AD:** AD briefed that the fireworks event for the 4<sup>th</sup> of July, went off without incident. It appeared to run as planned and he thanked the City for its Police & Fire support. AD stated that it was his impression that the comprehensive Police presence was more-than-likely the main reason for such a smooth operation.

**VI. New Business:**

**VII. Airport Director’s Report:** Deferred until next meeting for End of Year Summary

**VIII. Authority Board Member Comments:** None

**IX. Next Airport Authority Board Meeting:** **13 August, 2018**  
**6PM**  
**One Griffin Center**

**X. Adjournment:** At 6:33 PM, Cmr. Ray motioned to adjourn the meeting. Mr. Thacker seconded. The motion was unanimously approved, (5-0).

Respectfully Submitted:

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

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