

Athens Ben Epps Airport Authority Meeting
August 24, 2021, 3:00PM
Live Stream on ACCGOV YouTube Channel
<https://youtu.be/Fk5YEU6nKzU>

- 1) **Chair Update and announcements:** welcome and agenda preview.
- 2) **Corrected draft Minutes:** Approved as submitted per unanimous vote.
- 3) **Airport Manager Reports**
 - a) **Financial & Operations Report:** Mr. Mathews reviewed the Financial Report for July 2021. Mr. Mathews' updates included that Tax expense for July will be included in with the expense for August. Both months' data should be reflected in the August report.
 - b) **Capital Improvement Project Updates:** Mr. Mathews stated that, for the Alpha 1 project, the process of laying rock is complete and then pavement will be completed once it meets FAA approval. Then lighting will be completed. Following this will be the work on Alpha 2 & 3. The tower manager is in agreement with Alpha 3 being closed if needed, during the construction. Mr. Mathews added that he will be presenting the airport's suggested TSPLOST priorities to the TSPLOST committee soon.
 - c) **Clear Point Data System Update:** Mr. Mathews stated that he will provide an update at the September meeting.
 - d) **In-person meetings update:** Mr. Mathews updated that we will be continuing remote meetings for a while due to the current COVID spike.
- 4) **Old Business**
 - a) **Lexington Highway Projects:** Dr. Napier reported that there is one project of direct relevance to the airport in the set of eight priority projects that are being recommended to the M&C for funding—a new entrance on Lexington Highway. This project, and two others of the eight projects are not for construction, but are recommended for feasibility study, preliminary design, and investigation of right of way; the remaining projects are recommended for design and construction. The M&C are due to vote on the recommended projects at their September 7 meeting. Mr. Mathews discussed the importance of having access to the south side (Lexington Rd side) of the airport property for the value of long-term growth, since the current north side property is nearly full.
 - b) **Micro Park installations:** As part of these plans, Mr. Mathews reported that a bench has been delivered and that other project items are expected this month.
Action Item: Mr. Mathews is working on getting picnic tables for a designated area at the side of the terminal.
 - c) **Airport Business Coordinator position/hire- update:** Mr. Mathews received 50 applications and is reviewing each application to narrow down to a set for interviews. He expects to have a new Coordinator in place by the end of September.

5) **New Business**

- a) CCSD & Ben Epps Airport Outreach Opportunity- Update: Mr. Miles provided an extensive update. In the first week of September, representatives from CCSD will meet with Mr. Miles and Mr. Mathews at the airport to make plans for field trips. Key objectives of this effort are to provide local school students familiarity of the airport and how students can learn even more, if they're interested.

Mr. Westwood commented that the national Airport Owners & Pilots Association has a free STEM program available for high school students—300 students current participate. This relates to the objective of the Airport Outreach effort.

Action Item: Mr. Miles and Mr. Mathews will provide updates in coming meetings.

- b) FY 2021 Annual Report: Dr. Napier reminded the authority members of her e-mail that included last year's annual report and the GDOT report.

The authority members were posed with a number of questions and ideas for ideas on content, format, etc. A brief summary of the input and discussion follows:

Mr. Miles suggested that we include the airport location and distance info. from key points.

Mr. Tribble suggested that we effectively use testimonials that tie to the airport's values.

Mr. Asman suggested that we keep the report short, with very effective graphics.

Mr. Westwood suggested we keep the report to under 12 pages so that it can be immediately read once handed to someone.

Action Item: The Airport needs to complete the FY21 annual report by end of November. Dr. Napier and Mr. Sanders will be reviewing input and ideas on content and format. Our new Fact Sheet and Dimensions Diagram, both, need to be utilized for input.

All authority members were asked to review last year's report further and provide Dr. Napier and Mr. Sanders with further input. Mr. Sanders will send and update e-mail to the members the week of 8/30 to prompt for further detailed input.

6) **Standing Committees: Issues & Updates**

- a) Business/Finance: Mr. Sanders stated no updates other than focus being on the 2021 annual report.

- b) Operating: Mr. Asman stated that he is scheduled to meet with the new president of the UGA Aviation Club regarding more involvement with Airport activities, come Fall.

Action item: Mr. Asman will report updates to the airport authority.

- c) Air Service Development/Marketing: Mr. Mathews stated that Doug Blissit, of Mead & Hunt Consulting, has suggested that he could provide a review of the industry status again with the airport authority as the industry has experienced significant changes again, since his last update in May. Mr. Mathews will schedule this presentation at an appropriate time.

7) **Other Business:** None

8) **Adjourn:** 4:25 PM