

Athens Ben Epps Airport Authority Meeting
January 23, 2023, 3:00PM
Minutes
Live Stream on ACCGOV YouTube Channel
<https://youtube.com/live/U6T9AODlg1Q?feature=share>

In attendance: Mike Mathews, Diane Napier, Keith Sanders, Craig Westwood, Grant Tribble, David Asman, Davin Welter, Frank Henning (MBI), Andrew Bolin (RS&H),

Apologies: Jeff Benjamin

Note-taker: Davin Welter

- 1) **Chair Update and announcements:** Dr. Napier welcomed the participants and previewed the agenda.
- 2) **December Meeting Minutes:** The December minutes were approved as submitted, per unanimous vote. Mr. Tribble moved and Mr. Westwood seconded to approve the minutes.
- 3) **Airport Manager Reports**
 - a) **Financial & Operations Report:** Mr. Mathews reported that we were able to access financial information through the new Munis system and as provided earlier, the board has a December Financial Report. December was one of our slowest months but still we are doing well financially for the year. The committee that evaluated the 990 Ben Epps Drive Hanger is looking at a future RFP for 1080 Ben Epps Drive Hanger. The 990 Hanger will be leased by AirStar which is a charter air company and they will also be providing propulsion maintenance services. The current tenant will vacate at the end of January and the hanger will be available in February for the new tenant.
 - b) **Capital Improvement Project Updates:** Mr. Mathews said that we are still working with Titan on installing the self-serve unit and we are still on track to have that project completed in 2023. Taxiway Alpha will hopefully see some movement soon. We will move on from the current construction company, Astra, and will rebid the project. Tomorrow, ER Snell is performing some preparation work on the 2-20 runway and their plan is to start resurfacing in April. The ROFA (Runway Obstruction Free Area) project has been completed and the FAA has given us a letter saying that AHN is discrepancy free. The next project that we need to focus on for the FAA is fencing. We are also installing ARFF foam testing equipment in the coming months.
 - c) **Marketing & Outreach:** Mr. Mathews said that Mr. Welter tabled at the Osher Lifelong Learning Institute (OLLI) at UGA fair to bring more awareness to the community. Mr. Mathews also reported that Youth Leadership Athens will be having lunch and a tour of the airport in February.
- 4) **Old Business**
 - a) **Lexington Highway Corridor Update:** Dr. Napier reported that an update was provided in the board materials that were sent earlier. Dr. Napier asked about the potential intersection for a new airport entrance. Mr. Mathews reported that he continues to be in touch with those in charge.
- 5) **New Business**
 - a) There was no new business.
- 6) **Standing Committees: Issues & Updates**

- a) Business/Finance: Mr. Sanders mentioned a couple of points including providing specific dates for those items that have TBD that need to be updated. He said that we need to update the following: Taxiway A (end of 2024), Runway 2-20 (August 2023), ROFA (Is completed except the inspection), 2.1.2 Revising ASD strategy (TBD will change to Achieve by December 2024), 2.2.2 Pursue cargo options (Initiate in 2023 and ongoing), 3.2.1 (Hold until costs are in line with pricing), 3.2.2 (2024), Add 3.2.3 (Build Corporate Hangers Design by 23 and Build by 2024), 4.2.1 (remove everything but newsletter and social media), 4.2.2 (On going), 4.2.3 (On going) 4.3 (move to strategy 4.2 and ongoing in 2023). Annual Report is progressing and will include the strategic plan.
- b) Operating: Mr. Asman had no report.
- c) Air Service Development/Marketing: Mr. Mathews will be attending a Mead and Hunt Air Service Development conference in Arizona on January 31. He also said that after the conference, he will schedule an Air Services Development (ASD) meeting in March and will present the new market study and any updates from the conference.

7) Other Business:

- a) Election:
 - i) Chair: Nomination & Vote
Mr. Tribble was nominated by Dr. Napier. A motion made by Mr. Sanders and seconded by Mr. Asman to elect Mr. Tibble to the chair position. The motion was approved unanimously.
 - ii) Vice Chair: Nomination & Vote
Mr. Sanders move and Mr. Westwood seconded to elect Mr. Benjamin to the Vice Chair position. The motion was approved unanimously.
 - b) The **next meeting will be held on February 28, 2022, 3-5 p.m.**, in the conference room in the Flight Center Building. In addition, Dr. Napier stated that she would not be in attendance for the February meeting.
- 8) Adjourn: 4:20 PM** – Mr. Asman moved and Mr. Tribble seconded to adjourn the meeting, with unanimous agreement.

Minutes Approved, DATE:

Grant Tribble, Authority Chair

Davin Welter_____