

**Athens Ben Epps Airport Authority Meeting**  
**May 27, 2022, 3:00PM**  
**Minutes**  
**Live Stream on ACCGOV YouTube Channel**  
<https://youtu.be/jBRJxmmyZQg>

**In attendance:** David Asman, Robert Miles, Diane Napier, Grant Tribble, Craig Westwood, Mike Mathews, Davin Welter, Chris Lowery (Holt Consulting), Peter Hughes (RS&H), Jim Duguay (Michael Baker International), Katie Kleibl (Whataburger project), Lauren Harley (Whataburger project), April Miller (Whataburger project), Abe Abouhamdan (Hilltop project), Rick Cowick (ACC Planning Dept.), Stephen Jaques (ACC Planning Dept.)

**Apologies:** Keith Sanders

**Note-taker:** Davin Welter

1) **Chair Update and announcements:** Dr. Napier welcomed the participants and previewed the agenda. Dr. Napier asked that we keep comments concise because we have a lot on the agenda today. She introduced Mr. Mathews who introduced the two zoning proposals. Mr. Mathews stated that the Operations Committee has reviewed these two proposals.

2) **ACC Planning Department Proposals:**

a) Rick Cowick & Stephen Jacques (ACC staff) overview of Proposal for 3321 & 3331 Lex. Road (Schaffer); Proposal for Hilltop Rd. & Briarcliff Lane (ABE). Mr. Mathews stated that the Operations Committee has reviewed these two proposal and introduced Mr. Cowick to explain the projects. There is no requirement for approval for the rezoning of Hilltop proposal but want to get the Authority's opinion. The Whataburger project is a Special Use amendment which has specific airport criteria. The Planning Department has two major concerns about the Whataburger proposal but they are not airport concerns (window percentage and layout of building). It is a one story restaurant with a nonreflecting roof and shielded lighting. Mr. Asman replied that the Operations Committee had no objection to the project. *Mr. Asman made a motion to recommend approval for the proposed development at 3321 and 3331 Lexington Road in accordance to the plans as they were presented to the Airport staff and Airport Authority. Mr. Westwood seconded. The motion pass unanimously.* Dr. Napier asked about the orientation of the building and Ms. Hayley said the building orientation was based on traffic flow and the impact on customers and how the business is run.

The second proposal on Hilltop Road would increase the density of the parcel. The Planning Department has some concerns because of the increase. The project is in the approach zone of 2-20. Mr. Abouhamdan spoke about the project and stated that this is a residential project which will provide affordable housing. The density will be less than originally proposed. No structure will be higher than a standard house. Mr. Asman stated that it was about half a mile of runway 2 and the density is not out of the ordinary. The parcel is not currently a usable plot of land for an emergency landing. The op committee did not have an objection to the proposal. Dr. Napier ask if there was a clause in the rental or sales agreement that makes the tenant/owner aware that the property is in a transition zone of an airport overlay. Mr. Abouhamdan responded that they would be made aware of this fact. *Mr. Asman made a motion recommend approval for the proposed development at Briarcliff and Hilltop in accordance to the plans presented to the Airport staff and Airport Authority. Mr. Miles seconded. The motion was approved unanimously.* Mr. Cowick confirmed that the parcel was in the AZ3 zone.

3) **March and April Meeting Minutes:** The March minutes were deferred for approval because of a lack of quorum at the April meeting. The March minutes were approved as submitted, per unanimous vote. Mr. Westwood moved and Mr. Miles seconded to approve the minutes. The April minutes were approved as submitted, per unanimous vote. Mr. Miles moved and Mr. Tribble seconded to approve the April minutes.

4) **Airport Manager Reports**

- a) Financial & Operations Report: Mr. Mathews stated the April financials were not available because our meeting is a week earlier than normal and because the ACC Finance Department provide data mid-month. The April financials will be reviewed at the next meeting. Mr. Mathews reported that a single engine Piper was a quarter of a mile from airport had some engine trouble on his approach and went down in a wooded area not on airport property. The pilot perished. The FAA came out and is working on a report. AHN and ACC folks responded quickly and did a good job in this unfortunate situation.
- b) Capital Improvement Project Updates: Holt Consulting has completed the redesign of Taxiway Alpha and will meet with Astra to determine when construction will start again. Mr. Lowery added that we are looking forward to getting the project done. Project 2-20 runway is going before the Mayor and Commission today for approval. The localizer is getting close to finishing soon and will have a flight check soon.
- c) Marketing & Outreach: Mr. Mathews reported that there was nothing to report.
- d) Clear Point Data System Update: Mr. Welter said there was no report this month. An update will be forthcoming in subsequent weeks once work begins on tasks such as updating the Strategic Plan.

5) **Old Business**

- a) CCSD & Ben Epps Airport Outreach Opportunity: Mr. Miles reported that he continues to communicate with schools directly. He is also going to communicate with the school district administration and remind them of the opportunity of visits to the airport in the next year.  
ACTION ITEM: Mr. Miles to continue giving updates during the monthly Authority meetings
- b) Lexington Highway Corridor Update: Dr. Napier reported that there is an update and she referenced the document that Derrick Doster provided that addresses the preliminary plans which include detailed drawing about where the sidewalks are going. Dr. Napier confirmed that the Airport entrance off of Lexington Highway is a part of these plans. One can find it in the interception improvements area. The entrance will be across from the new development that is going in on Lexington Road. The work on this project will come after the summer and into 2023. Public comment is being called on for these plans .Mr. Miles agreed that this is good news and that the Eastside is prospering.
- c) Landmark Properties hangar lease issue: Mr. Mathews gave a brief update on the Landmark Properties hanger lease. The assumption of the lease has occurred and is finalized. The extension of the lease has been dropped at this time.

6) **New Business**

- a) By-laws and “RACI” Chart: Consideration, review, update (brought forward from April meeting)  
Dr. Napier has provided a summary of the enabling legislation for our Authority. The Authority needs to go back to the bylaws and make article one less vague and remove the RACI chart.

This can be done while the authority looks at the strategic plans this summer. The Authority is an advisory/recommending board only and is not a proper operating authority.

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

- a) Business/Finance: Mr. Sanders was unable to attend the meeting and therefore there was no report from this committee.
- b) Operating: Mr. Asman informed the Authority that he had nothing additional to add.
- c) Air Service Development/Marketing: Mr. Mathews and Mr. Tribble stated that they had no new business to report.

**8) Other Business:**

- a) Next meeting: Tuesday June 28, 2022, 3-5 p.m.:

- 9) Adjourn: 3:57 PM** - Mr. Miles moved and Mr. Westwood seconded to adjourn the meeting, with unanimous agreement.