

Athens Ben Epps Airport Authority Meeting
September 28, 2021, 3:00PM
Live Stream on ACCGOV YouTube Channel
<https://youtu.be/6cf1bjRkoPE>

In attendance: Mike Mathews, Diane Napier, Keith Sanders, Grant Tribble, David Asman, Robert Miles, Craig Westwood, Jacob Redwine, Chris Lowery, Blaine Williams.

Note-taker: Keith Sanders

- 1) **Chair Update and announcements:** Dr. Napier welcomed the participants and previewed the agenda, indicating the addition of some new points to ponder at the end of the meeting under “Other Business”.
- 2) **Corrected draft August Minutes:** Approved as submitted, per unanimous vote. Dr. Napier offered thanks to Mr. Sanders for continuing to draft the Minutes during this interim period without a Secretary.
- 3) **Airport Manager Reports**
 - a) **Financial & Operations Report:** Mr. Mathews reviewed the Financial Report for August 2021. Mr. Mathews mentioned that, for next year’s budget (FY2023) he plans to adjust the monthly dollar amounts for each revenue and expense item to reflect seasonal differences, instead of keeping the monthly amounts flat-lined through the year.
 - b) **Capital Improvement Project Updates:**
 - i) Mr. Mathews stated that the Taxiway A1-A2 Phase 1 work is now completed, and that Phase 2 is beginning on A2-A3. He asked Mr. Lowry (Holt Engineering) to report on progress of the Localizer foundation work. Mr. Lowry stated that the Localizer work is progressing as planned.
 - ii) Mr. Mathews reported on submission of a new project proposal to the Mayor & Commission, for approval of a project concept and design for the taxiway for runway 2/20.
 - c) **Marketing & Outreach:** Mr. Mathews stated Doug Blissit (Mead and Hunt Consulting) is recommending that it is time for an in-person follow up with American Airlines regarding their interest in establishing commercial service at AHN.
Action item: Mr. Mathews expects to arrange that meeting in about a month.
 - d) **Clear Point Data System Update:** Mr. Mathews stated that there is no update yet and that he will provide an update at the October meeting.
 - e) **In-person meetings update:** At present there remains no change on the protocol of having Webex meetings.
- 4) **Old Business**
 - a) **Lexington Highway Projects:** Dr. Napier reported that, at the September 7th voting meeting of the Mayor & Commission, the Commission voted unanimously to approve funding of all 8 Lexington Corridor proposals submitted by the User Group as recommendations for funding. Among these is the project for partial funding of a new Entrance Road on Lexington for the airport, specifically to complete a preliminary design and to acquire necessary rights-of-way to protect future entrance construction. Following this vote, the current phase of activity began, namely for data gathering, surveying, consultation with utilities and GDOT, and initial design tasks.
 - b) **Micro Park installations:** Mr. Mathews reported that bench has been delivered and is now assembled, ready for installation. The picnic table, pet waste disposal stand, and garbage receptacle are reportedly in delivery. Once these components arrive, the set will be installed in the micro park.
Action Item: Mr. Mathews is working to have all this completed soon.
 - c) **Airport Business Coordinator position/hire- update:** Mr. Mathews reported that he received 50 initial applications, he has reduced the set to a short-list of 10 applicants, he has completed interviews, and he is working with HR regarding the final selection.
 - d) **CCSD & Ben Epps Airport Outreach Opportunity:** Mr. Miles reported the following: There are 3 areas of opportunity with this effort: increased local exposure for the airport; school instruction opportunities for students; opportunities for involvement with the career academy. Currently, the initiative rests with the contact persons and their conveying it to the CCSD administration. Thereafter, it will be forwarded to secondary administrative units in the system

including Curriculum, and further to the schools where the instructional opportunity and information will need to penetrate to the classroom teacher level since teachers will be asked to include this in their curriculum, as appropriate relative to content area standards and other curricular requirements. Further, the potential for connecting the initiative with the Career Academy will be pursued. Mr. Miles reported that he presented the CCSD contact persons with the Airport Fact Sheet and other pertinent information when they visited the airport. Mr. Mathews described their visit as very positive and enthusiastic. COVID concerns could impact the roll-out of this effort. Administrative issues might impinge on the development of the initiative, such as system restrictions or conditions regarding field trips.

Action Item: Mr. Miles asked that we have this as a standing item for monthly Authority meetings.

5) New Business

- a) FY 2021 Annual Report review: Mr. Sanders and Dr. Napier reported briefly on discussions with Mr. Mathews during the preceding month to refine some aspects of the initial framework and format for the Report. Mr. Sanders then guided a review of the proposed working document for the Report and received input from Authority members. Notes were recorded on Mr. Sanders' working document.

Action Item: At the October Authority meeting, it is expected that a near-final version of the report will be ready for review by the Authority. The annual report will be due by end of November.

- b) SPLOST 2020 funded projects and TSPLOST 2023 application presentations: Mr. Mathews reported on his presentations on the SPLOST 2020 project and the TSPLOST 2023 funding proposal for a bike/walking trail around the airport and for added T-hangars (as all are currently leased out and there is a waiting list for leases).
- c) UGA Aviation Club Fly-in Event: Mr. Asman reported that this event on Saturday September 25th was a good success, well attended by students and visitors to the airport including some who stopped at AHN for refueling to attend the event. The next similar event at the airport is scheduled for Saturday, Oct. 4th.

Action Item: Mr. Asman will review the event with the UGA Aviation Club president to discuss ideas for future events like this.

6) Standing Committees: Issues & Updates

- a) Business/Finance: Mr. Sanders stated that at present there are no updates other than focus being on the FY2021 annual report.
- b) Operating: Mr. Asman reported that another flight school is showing interest in possibly locating at the Athens airport, however this is in the planning stages only.
- c) Air Service Development/Marketing: See 3 c) above.

7) Other Business:

- a) Sustainability: Mr. Sanders enquired whether there has been updated guidance from ACC regarding sustainability goals for ACC departments to support AND whether the airport should be pursuing any plans independent of that, in the meantime.

Action Item: Mr. Mathews will ask ACC for an update on this.

- b) Self-service AV Gas: Ideas discussed previously for offering self-service AV Gas were resumed, and there was new discussion on whether or not the bottom-line dollar impact on the airport's financial results would be a positive.

Action Item: Since this is a question pertaining to the Finance Committee, Mr. Sanders and Mr. Mathews will review it further.

- c) No-lead Fuel: Mr. Westwood asked whether there is a plan to introduce "100 No-Lead" at AHN. Mr. Mathews responded that there are currently no plans on this front, either locally or from the airport's fuel supplier Titan.

- d) Authority election and Committee Membership for 2022: Dr. Napier asked Authority members to consider their interests in Airport Authority leadership positions for the coming new year, as we will be voting on these at the November or December Authority meeting.

8) Adjourn: 4:30 PM