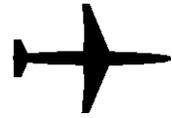




Athens Airport Authority Meeting
May 28, 2019
3:00 p.m.
Athens Flight Center - Conference Room



Authority: Lester Shindelman, Chair
David Asman, Bayne Smith, Robert Miles, Beth Higgins

Airport: Mike Mathews, Airport Director
Jestin Johnson, ACC Assistant Manager
Angela Dalton, Airport Billing Coordinator

Public Comments: N/A

Approval April Authority Minutes: Approved as submitted.

Chairman Update: Mr. Shindelman reflected back on the progress made during the month and also reviewed the meeting agenda. He further noted that he met with Mayor Girtz to discuss the SCASDP Grant and other Airport Authority initiatives.

Airport Manager Reports

- a. Financial Report:** Mr. Mathews reviewed the report as provided by the ACC Finance Department as of 4/30/19.
- b. FY20 Budget Summary:** Mr. Mathews noted that he referred to the FY18 projections as a guideline as the runway was closed for most of FY19. He reviewed the budget as submitted to be approved by the Mayor & Commission.
- c. Operations Report:** The operations report compiled with data received from the Control Tower Chief has been updated and was reviewed.
- d. Runway Project:** Mr. Mathews noted that design has begun on relocating the localizer antenna which is currently in the safety area. This project will be accomplished by the approximately \$800,000 savings in the Runway Rehabilitation Project.
- e. 2020 SPLOST Update:** As a member of the Citizen Advisory Committee, Mr. Miles updated on the progress of the final list. He noted that to date, the matching funds for the Airport is still included in the final list to be submitted to the Mayor & Commission.
- f. Marketing & Outreach Activities:** Mr. Mathews noted that he gave a presentation at the local Kiwanis Club meeting; gave a tour of the airport to Mayor Girtz and the new ACC Assistant Manager; and presented the Strategic Plan to the Mayor & Commission at their Work Session Meeting.
- g. Marketing & Economic Development Responsibilities:** Mr. Mathews noted that Ms. Dalton will become more involved with Economic Development and marketing. Once the new website is developed, her responsibility will be to keep the content current and become more involved with social media.

Old Business

- a. GDOT State Aviation Plan Follow-Up:** Mr. Mathews noted that Steve Brian, GDOT Aviation Program Manager is scheduled to attend the July meeting to provide this update.
- b. Website Development:** Mr. Mathews reported that he met with Jeff Montgomery, ACC Public Information Officer (PIO), and Mr. Johnson, ACC Assistant Manager, concerning options for developing a new website for the Airport. Mr. Montgomery has presented several options that the Airport can choose from; however, Mr. Mathews felt that further clarification was necessary, so he will talk with him again this week. Further information will be provided at the June meeting.

Operations Committee

- a. August Airport FBO Visit Follow Up:** Mr. Asman noted anything “built” for a reservation system or any other system, would have to have a host and this will be dependent on the website development. Therefore, this issue will be tabled until a new website development platform is completed.

Business, Finance & Planning Committee

- a. May 9th Meeting Minutes:** Approved as submitted.
- b. Strategic Planning – FY20 Initiatives:** Mr. Smith distributed a spreadsheet reflecting the discussion that was held during the committee meeting on May 9th. It was requested that the Authority review and submit any comments for discussion at the June meeting so a formal acceptance of the initiatives as presented can take place.

Air Service Development Committee

- a. SCASDP Update:** A meeting with the ASD working group was held last week. During this meeting, Doug Blissett, Mead & Hunt, gave a presentation and updated the group on the status of applying for the grant and the next steps to be taken. It was noted that positive feedback was received by the participants and they all seemed ready to move forward with their assistance as needed.
- b. SCASDP Support Letters:** Mr. Shindelman distributed a spreadsheet of contacts to reach out to obtain letters of support for the SCASDP submittal. He will be sending out a copy of the letters that were used during the previous submittal process for contacts to use in preparing this year’s letter.
- c. Strategic Plan Announcement & Distribution:** Mr. Shindelman distributed copies of the strategic planning document as completed by Amanda Hill, MaesAwyr. Mr. Mathews will verify if this document needs to be formally accepted and approved by the Mayor & Commission before distributing.

New Business

- a. Review of Authority Voting Procedures/Bylaws:** Mr. Shindelman noted that the voting procedures in the approved by-laws can be confusing and discussed if the Authority would like to review. It was decided that a review of the by-laws should take place annually and this issue can be addressed during any other changes/updates that may be necessary at that time.

Adjourn: 4:35 p.m.

Respectfully Submitted



Angela Dalton, Secretary