



MINUTES
GLYNN COUNTY AIRPORT COMMISSION
September 18, 2018

COMMISSIONERS PRESENT

DOUGLAS HUTSON, Vice Chairman/Acting Chairman
KEVIN RUNNER, Secretary-Treasurer
JEFF CULWELL
FRANK DELOACH
CEDRIC KING
AL MCKINNON

OTHERS PRESENT

ROBERT BURR	SUSAN IMHOFF	SHAWNA WILLIAMS
RYAN MOORE	TERRA WINSLETT	VERNON BESSING
HILLARY STRINGFELLOW	KATHERINE KISSLING	LESLIE FAULKENBERRY
ANDREW HOLTON	JOHN DUNCAN	JANE BOZZA
BRIAN THOMPSON	SHERRI PRUITT	JEFF GRIFFITH
JIM WALDRON	JERRY LATVALA	THEO ATKINSON
BHARAT SUTHAR	RENN GRUBER	SELVIN LEWIS
BECKY ELLIOTT	TIFFANY LANDRY	GERRY PECK

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, September 18, 2018 at the Brunswick Golden Isles Airport, 295 Aviation Parkway, Brunswick, Georgia 31525.**

Call to Order – The meeting was called to order at 9:05 a.m. by Acting Chairman Hutson. He announced that Chairman Lavin is not in attendance due commitments of restoring operations after Hurricane Florence. Commissioner English is not in attendance because he is currently volunteering for the hurricane relief effort with FEMA in Atlanta.

Invocation/Pledge of Allegiance – Commissioner McKinnon provided the invocation and led the Pledge of Allegiance.

Accept Agenda – Acting Chairman Hutson expressed that the agenda was sent in advance. He requested any changes or additions to the agenda. None were stated.

Commissioner McKinnon made a motion to accept the agenda.

Commissioner Culwell seconded the motion and it carried unanimously: 6-0.

Public Comment

The Executive Director solicited comments from the audience. He explained that request to speak forms were available for discussion of specific agenda items. No requests for public comments were received.

Approval of Minutes

The Chairman presented the August 21, 2018 Glynn County Airport Commission meeting minutes for approval. He requested any revisions or modifications to the meeting minutes. None were presented.

Commissioner Culwell made a motion to approve the August 21, 2018 Airport Commission meeting minutes. Commissioner DeLoach seconded the motion and it carried unanimously: 6-0.

Executive Director Items

Introduction of Ryan Moore, President and CEO of the Brunswick and Glynn County Development Authority

Robert Burr introduced Ryan Moore, President and CEO of the Brunswick and Glynn County Development Authority. He is looking forward to working with and supporting the airport and community. The Airport Commissioners welcomed him and wished him success in his new role. Mr. Moore stated that several meetings regarding initiatives have already taken place.

Enplanement Report – Brunswick Golden Isles Airport – Delta traffic numbers are very good. There were no cancellations in August or during Hurricane Florence. Load factors are strong. There was a 12% increase in enplanements for August. During the holiday period there will be some days which will have increased scheduling to include four flights, which is an indication of strong traffic.

Operational Items Update

Hurricane Florence – Airport Commission staff met with Local Emergency Planning Committee to discuss potential impacts of Hurricane Florence. The Airport Commission offers resources during preparation, operational, and recovery phases. The Emergency Operations Center was not activated for Hurricane Florence, but planning was in place to activate it if necessary.

Shrimp & Grits Festival at Jekyll Island – The Airport Commission supports Jekyll Island Airport during special events, such as Shrimp & Grits, by supplying the Jekyll Airport with materials and safety items. The lighted X was loaned to Jekyll Airport to close the runway for parking for the Shrimp & Grits event. Airport Commission staff additionally assists with maintenance items.

St. Simons Island Airport – Recently a week's count of traffic activity was completed. Counts will continue to obtain a full year of data. The Airport Commission previously approved a Work Order to complete an air traffic study. That Work Order has been drafted and RS&H, Inc is prepared to start. Georgia Department of Transportation has also reviewed the work associated with this project.

Pilot Recognition

- **Kyle Bounds** – Earned his private pilot Airplane Multi-Engine Land certificate. Training was completed with Dann Standard at St. Simons Island Airport.
- **Patrick Lane** – Earned his Certified Flight Instructor Airplane Single Engine Land certificate. Training was completed with Mike Hartman at Falcon Aviation in Newnan, Georgia.
- **Christian Rushing** – Earned his commercial pilot Airplane Single Engine Land certificate. Training was completed with Mark Dement at Midcoast Aviation in Reidsville, Georgia.
- **Jordan Vaughn** – Earned his private pilot Airplane Single Engine Land certificate. Training was completed with Mark Hansen at Hansen Aviation in Savannah, Georgia.
- **Jonathan Thong** – Earned his private pilot Airplane Single Engine Land certificate. Training was completed with Kevin Belasco at Falcon Aviation in Newnan, Georgia.
- **Micah Norlander** – Earned his commercial pilot Airplane Single Engine Land certificate. Training was completed with Kyle Wilson at ATP in Jacksonville, Florida.
- **Kyle Whiteside** – Earned his Certified Flight Instructor – Instrument certificate. Training was completed with Caleb Britton at ATP in Jacksonville, Florida.
- **Brett Miller** – Earned his certified flight instructor Airplane Single Engine Land certificate. Training was completed with Patrick Adams at ATP in Jacksonville, Florida.
- **Jeremy Upperman** – Earned his certified flight instructor Airplane Single Engine Land certificate. Training was completed with Lyle Perry at Middle Georgia State University in Eastman, Georgia.
- **Andrew Moffett** – Earned his commercial pilot Airplane Multi-Engine Lane certificate. Training was completed at Middle Georgia State University in Macon, Georgia.
- **Martin Durkin** – Upgraded his pilot certificate to Commercial Pilot. Training was completed with David English at St. Simons Island Airport.
- **Haley Thain** – Earned her private pilot Airplane Single Engine Land certificate. Training was completed with Dustin Stumbo at Falcon Aviation in Newnan, Georgia.
- **Jason Blackman** – Earned his Private Pilot certificate. Training was completed with Dustin Stumbo at Falcon Aviation in Newnan, Georgia.
- **Cyril Homerding** – Earned his commercial pilot Airplane Multi-Engine Land certificate. Training was completed with Mark Dement at Midcoast Aviation in Reidsville, Georgia.

Chairman's Item

Nominating Committee – A Nominating Committee has been formed consisting of Commissioners Hutson, Culwell and English. Advertisements have been published in the Brunswick News. The application period will close on October 11th. Subsequently, interviews will be conducted in a public meeting and a candidate will be recommended to the Airport Commission for recommendation to the Brunswick and Glynn County Development Authority. There is a possibility of additional vacancies in early 2019.

Conference Attendance Approval - Commissioners Hutson, Culwell and English have requested approval to attend the Georgia Airports Annual Conference at Jekyll Island October 24 – 26, 2018. The request would pay for registration fees for the event.

Recommendation: Approve conference registration cost for Commissioners Hutson, Culwell and English to attend the Georgia Airports Association Annual Conference.

Commissioner King made a motion to approve the travel requests.

Commissioner Culwell seconded the motion and it carried unanimously: 6-0.

Real Estate – Terra Winslett

Terra Winslett introduced Becky Elliott, General Manager of the Gulfstream Brunswick campus who provided a presentation to Airport staff for facility improvements and renovations to the original sublease facility. She explained the details of six major planned renovation projects that Gulfstream is requesting approval for at the Brunswick facilities. These projects will require the reallocation of sublease contribution fund in the Sublease Exhibit B.

Hillary Stringfellow clarified Gulfstream in the old building operates under a 2000 lease that has a five-year term and two five-year extensions. It was last extended in 2015 and as part of that lease, Gulfstream has borrowed funds that are financed through the Development Authority for capital projects. The reason why Mrs. Elliott is explaining these projects is because "Exhibit B" to that 2015 lease amendment was a specific allocation for projects from the last borrowing cycle. The request is to revise that project list.

Gulfstream Original Sublease Facility Improvements - Brunswick Golden Isles Airport - Gulfstream has presented the plan for future renovations to the Original Sublease facilities with an additional tenant investment of over a million dollars. The plan necessitates a modification to the project list contained in the sublease as Exhibit "B." This will reallocate the remaining \$247,000 of the sublease contribution fund.

Recommendation: Approve the Seventh Amendment to the Original Gulfstream Sublease and request approval from the Brunswick and Glynn County Development Authority with legal review.

Commissioner Culwell made a motion to approve the recommendation.

Commissioner Hutson seconded the motion and it carried unanimously: 6-0.

Robert Burr requested an update regarding Gulfstream business. Mrs. Elliott explained that business is growing. The completion side of the business was started at the Brunswick campus this year. Staffing level is close to 350 employees up from 260 – 270. She is working closely with the community and schools to develop local training for staffing pool.

Upcoming Events

The Executive Director announced the following upcoming events:

- Glynn County Airport Commission Meeting – Tuesday, October 16, 2018 9:00 a.m.
- Angel Flight – September 22, 2018 10:00 – St. Simons Island Airport
- Georgia Airports Association Annual Conference – October 24-26, 2018
- State of the Port - October 25, 2018
- RSM Golf Classic and Concert - November 12-18, 2018
- Southeast Georgia Aviation Career Day – March 2, 2019
- Georgia Chamber of Commerce Red Carpet Tour - April 11–13, 2019

At 9:26 a.m. Commissioner Culwell made a motion to enter Closed Session for the purposes of discussing Real Estate, Personnel and Legal items. Commissioner King seconded the motion and it carried unanimously: 6-0.

"Closed session to discuss personnel issues as allowed under O.C.G.A. § 50-14-3(b)(2), legal items as allowed under O.C.G.A §50-14-2 and real estate items as allowed under O.C.G.A. § 50-14-3 (b)(1)(B)."

Open Session resumed at 10:50 a.m.

Commissioner Culwell made a motion to adjourn the meeting. Commissioner King seconded the motion and it carried: 6-0.

The meeting adjourned at 10:51 a.m.


Acting Chairman Hutson


Commissioner Runner


Attest, Katherine Kissling

AFFIDAVIT – CLOSED MEETING

AFFIDAVIT AS REQUIRED UNDER O.C.G.A. §50-14-4(b) (1)

GLYNN COUNTY, GEORGIA

Personally appeared before me the undersigned attesting officer, duly authorized to administer oaths, **Doug Hutson** who, after being duly sworn, deposes and, on oath, states the following:

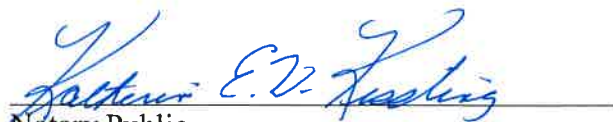
- (1) I was the Chairman of a meeting of the Glynn County Airport Commission meeting held on the 18th day of September 2018.
- (2) The subject matters of the closed portion of the meeting, which was closed for purpose of the discussion of Personnel matters as allowed under O.C.G.A §50-14-3(b)(2), Real Estate matters as allowed under O.C.G.A §50-14-3(b)(1)(B), and Legal matters as allowed under O.C.G.A. §50-14-2 and was devoted to matters within these exceptions as provided by law.
- (3) This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A. §50-14-4(b) (1) that such an affidavit be executed.

This 18th day of SEPTEMBER, 2018.

Sworn to and subscribed before me
this 18th day of September, 2018



Doug Hutson, Acting Chairman



Notary Public
My Commission Expires: June 22, 2021

