



Glynn County Airport Commission

MINUTES

**GLYNN COUNTY AIRPORT COMMISSION
ORDINANCE REVIEW COMMITTEE
Special Called Meeting
TUESDAY, APRIL 16, 2019**

PRESENT

COMMITTEE MEMBERS:

**JEFF CULWELL, CHAIRMAN
ROBERT BURR, GCAC EXECUTIVE DIRECTOR
JERRY LATVALA, PILOT, EAA, LONGVIEW HANGAR PRESIDENT
DAVID MANNING, MANNING AVIATION
LARRY WADE, GOLDEN ISLES AVIATION
HILLARY STRINGFELLOW, ATTORNEY
SHAWNA WILLIAMS, AIRPORT FINANCE AND ADMINISTRATION MANAGER
TERRA WINSLETT, C.M., AIRPORT PROPERTY & MARKETING MANAGER**

COMMITTEE MEMBER NOT IN ATTENDANCE:

LEO OWENS, LOCAL PILOT

STAFF:

**KATHERINE KISSLING, AIRPORT SENIOR ADMINISTRATIVE COORDINATOR
TIFFANY LANDRY, AIRPORT ACCOUNTANT**

The Special Called meeting of the Glynn County Airport Commission (GCAC) Airport Ordinance Review Committee was held at 10:00 a.m. on Tuesday, March 19, 2019 in the conference room of the Brunswick Golden Isles Airport, 295 Aviation Parkway, Suite 205, Brunswick, Georgia 31525.

Call to Order -The meeting of the GCAC Airport Ordinance Review Committee was called to order by Chairman Jeff Culwell. He welcomed the attendees.

Section 2-8-6 of the Airport Ordinance was discussed. Currently Airport Commissioners serve a four-year term. Four and five-year Airport commissioner terms of office were considered. Benefits and

Placing minimum standards for FBOs in an Airport Commission policy was recommended. Legal clarified that minimum standards for FBOs do not have to be in the rules and regulations. There is no requirement, rule or statute that states what must be covered in the Ordinance. The Ordinance was created in 1984. Counsel suggested that anything that might change with any frequency be removed from the Ordinance and instead make it a rule, regulation, policy or procedure of the Airport Commission. A mechanism must be in place for the redress of the rules, regulations, policies or procedures if an airport user is dissatisfied. Rules and regulations could be revised without going to the County once separated from the Ordinance. The Executive Director explained that the Airport Commission has written agreements which specify pertinent rules and policies. The County attorney will need to review the final rules and regulations documents.

The violation of rules and regulations remedy process was discussed. Rules and regulations will be easier to revise when separated from the Ordinance.

Liability and property insurance requirements for contractors were discussed. Sublease insurance requirements were reviewed.

Airport Commission policies updates are in progress. The Committee asked to review aeronautical use of hangar policy and non-aeronautical use of aeronautical property policies with this ordinance review.

Commissioner Culwell highlighted specific sections that the Committee should review for possible revision and posed questions to consider. The Committee will reconvene on May 14th to provide opinions and discuss potential revisions to the Ordinance after the Committee members have had time to study the document.

He requested that the Committee members read the documents, study particular sections and come to the next meeting with comments and suggestions.

The next Airport Ordinance Review Committee meeting will take place on May 14, 2019 at 9:00 a.m. in the conference room at the Brunswick Golden Isles Airport.

The meeting was adjourned at 11:40 a.m.



Chairman Jeff Culwell



Robert Burr, Executive Director



Katherine Kissling, Attest



Date