



MINUTES
GLYNN COUNTY AIRPORT COMMISSION
April 20, 2021

COMMISSIONERS PRESENT

CEDRIC KING, Chairman
DOUG HUTSON, Vice Chairman
AL MCKINNON, Secretary-Treasurer
JEFF CULWELL

STAFF PRESENT

ROBERT BURR
HILLARY STRINGFELLOW
REES SUMERFORD
VERNON BESSING
SHAWNA WILLIAMS
TERRA WINSLETT
JOHN DUNCAN
KATHERINE KISSLING
TIFFANY LANDRY
LEIGH NEWTON
CHARLES NORMAN

OTHERS PRESENT

ART WACZKOWSKI
MICHAEL HALL
KAREN CULWELL

LARRY WADE
SHERRI PRUITT

BRIAN THOMPSON
LINDA MOSLEY

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, April 20, 2021 at the Brunswick Golden Isles Airport, 295 Aviation Parkway, Second Floor Conference Room, Brunswick GA 31525.**

Call to Order – The meeting was called to order at 9:00 a.m. by Chairman King.

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

Accept Agenda

The meeting agenda was sent out to the Airport Commissioners the previous week. Chairman King requested any changes to the meeting agenda. None were stated.

Commissioner Hutson made a motion to accept the agenda.

Commissioner Culwell seconded the motion and it carried unanimously: 4-0.

Public Comment

Chairman King invited comments from the audience. None were requested.

Approval of Minutes

Chairman King addressed the March 16, 2021 Airport Commission meeting minutes and asked for any corrections or changes. None were stated.

Commissioner Culwell made a motion to accept the March 16, 2021 Glynn County Airport Commission meeting minutes.

Commissioner McKinnon seconded the motion and it carried unanimously: 4-0.

Real Estate & marketing

Mike Whitehead Sublease Extension Amendment - St. Simons Island Airport – Staff requested approval of a sublease amendment to include a ten-year sublease extension for an 11,801 square foot land tract for the lawn equipment sales and repair business. A recent appraisal was conducted to determine the rental rate adjustment fair market value total will be \$17,200 annually and \$1,433 monthly. Future CPI adjustments will be annual. The ten-year sublease extension will expire September 30, 2031. Capital development investment to be completed by the tenant is estimated at \$119,000.

Recommendation: Approve Mike Whitehead Sublease Amendment to extend the sublease term and amend the rental rate and adjustment clauses with the above terms subject to legal review and recommend approval to Golden Isles Development Authority.

Commissioner Culwell made a motion to accept the recommendation.

Commissioner McKinnon seconded the motion and it carried unanimously: 4-0.

Transfer of Longview Hangar #4 from Jim Bailey to Jonathan Sacks, JAS GA Enterprises – St. Simons Island Airport - Mr. Jim Bailey has requested to assign Longview hangar #4 to Jonathan Sacks, JAS GA Enterprises LLC. The Glynn County Airport Commission provided the Executive Director the authorization to complete internal aeronautical association hangar unit transfers at the time of the sale. The authorization is limited to aeronautical use and the hangar association being in good standing. This request does meet those qualifications and is thereby approved by the Executive Director. In compliance with the Executive Director's authorization to approve this transfer, this is an informational item for the Airport Commission.

Davis Love III Foundation, Inc. - RSM Classic Golf Tournament – St. Simons Island Airport - The Davis Love Foundation has requested a land use agreement for approximately 18.16 acres, which will not compromise

aviation use, at the St. Simons Island Airport for the annual RSM Classic Golf Tournament. Use includes RSM Golf Tournament staging, storage, and transportation hub. An option for additional property, if desired, would require additional compensation. Rates will be adjusted annually at 2.5%. The lease term is renewable for five years beginning 2021 and ending 2025 during the annual RSM Classic Golf Tournament. Compensation of \$71,744.10 will include cash and in-kind services in the form of airport promotions and marketing.

Recommendation: Approve the Davis Love Foundation land use agreement terms and request the Golden Isles Development Authority approval subject to legal review, FAA and GDOT approval.

Commissioner Hutson made a motion to approve the recommendation.

Commissioner McKinnon seconded the motion and it carried unanimously: 4-0.

Marketing Update – Terra Winslett, Property & Marketing Manager

A marketing update was prepared for the Commissioners, however, staff requested deferral of this item until May when Commissioner Furnish could be in attendance..

Capital Projects

Airport projects affected by SPLOST voter decision - Executive Director, Robert Burr explained that the Glynn County voters did not approve the Special Purpose Local Option Sales Tax (SPLOST) on March 16, 2021. Some of the slated projects affected the airports. Funding will be adjusted for several airport projects that had tentatively been planned to receive SPLOST funding. The County has indicated that they anticipate assisting with some of the funding for the projects. Future meetings will be held to determine the County level of participation.

- **Compass Calibration Pad and Access Taxilane Construction, BQK Project No. 179** – That contract has been executed. Construction is anticipated to begin April 26, 2021. Originally when the budget was developed, it was anticipated that the project would receive federal funding at 90% over three budget years. Ten percent of the project was planned to be locally funded, which would have been approximately \$300,000. Since that time, staff has been working with the State aviation program and the State has issued grants for the last two years of the multiyear project at 100% as stipulated in the new American Rescue Plan Act (ARPA) of 2021. Approximately \$75,000 of this project will be funded through the airport capital budget program.
- **Construct Fire Station Joint Project with Glynn County** – The FAA will contribute toward our project at 90% of the airport portion. The entire project was anticipated to be approximately \$4 million. Glynn County is now considering more improvements that will enhance their share of the facilities. The airport local share is estimated to be \$118,000 and will be funded from the airport capital budget. This project is planned for Fiscal Years 2023-2024. Staff expects to begin the first phase of this project soon by completing the preliminary environmental work.
- **Safety and Pavement Improvement Projects** – St. Simons Island Airport – The safety and pavement project has several components. The largest one is Engineered Material Arresting System (EMAS) at the end of each runway. It is anticipated that there will be federal and state funding for that project.

The total project is anticipated to be over \$13 million. Approximately \$800,000 will be funded by the airport capital budget.

Compass Calibration Pad and Access Taxilane Construction – Brunswick Golden Isles Airport - Construction is scheduled to begin April 26, 2021. The project is expected to take 180 days.

Passenger Terminal Parking Lot Expansion and Signage Improvements Construction – Brunswick Golden Isles Airport - Paving, curbing, gutters are complete. After the asphalt is cured, striping, painting and signage will be completed. Some sidewalk work is complete. Additional sidewalks will be installed on the west side. Irrigation and landscaping will be the final steps. The project is on schedule.

Delta has returned to three flights each day, every day of the week. The numbers are good. May 1st every seat on the airplane will be available. The demand is high. When this project is complete, it will match the demand for parking. Delta has announced that it is planning to retire the smaller jets by 2023. No date has been set for starting flights with the larger aircraft at Brunswick Golden Isles Airport. As demand increases, it is anticipated that a fourth flight will be added to the schedule.

ALP Update, Historical Study and Limited Environmental Project – St. Simons Island Airport – Several studies were completed and sent to the state and the federal government regarding the design standards for Runway 4-22. Modifications were requested by the FAA. To meet the standards for the safety area, some items were recommended including the EMAS. Additionally, a small piece of property will need to be acquired to maintain safety standards. Taxiway Alpha, which runs parallel to the runway, one end is too close to the runway and on the other end it is too far away from the runway. Included in the Master Plan is the rebuilding and realigning the taxiway. The FAA has indicated that interim measures will need to be taken, one of which is to move the hold line associated with the departure on Runway 4 to the intersection at Alpha 2. A sign will be needed that will read: Hold for traffic landing or departing. This is the request of the federal government until the taxiway is realigned. Realigning the taxiway may necessitate some land acquisition in the future. The hold line would apply to all aircraft and conditions.

Federal COVID Grants Update - There were three grants associated with the COVID pandemic: CARES, CRRSA and the American Relief Act. Glynn County has approved the federal CRRSAA grant. The CARES grant was the first grant received last year. The American Rescue Plan Act was recently approved but no documentation has been received yet. Part of that package has money for concessionaires. Our airports have an approximate \$8,000 allotment, but there are rules associated with that and guidance is still coming out. Any concessionaire who received money through another program would not qualify to receive these funds.

Executive Director Items

Atlanta Legislative Meetings - Senate Resolution 84 - Legislative Committee on Airport Infrastructure and Improvements Update – A joint Senate and House study committee on airport infrastructure and improvements did pass. Executive Director Robert Burr serves on this committees in his capacity as President of the Georgia Airports Association. Four or five presentations will be made around the state to policymakers. The Airport Commission is hosting the Georgia Airport Association annual conference September 29, 30 and October 1. One of these presentations will be held locally. Meetings with legislators are being scheduled. Chairman Cedric King has been part of this effort and Robert Burr thanked him for traveling to Atlanta to meet with lawmakers.

Brunswick Golden Isles Airport Emergency Exercise - Vernon Bessing – The emergency response exercise was conducted March 30th. Staff coordinated with many Glynn County agencies including police, fire, Emergency Management Agency, Red Cross and Job Corps. The exercise and all of the coordination went well. Chairman King stated that he appreciated the media coverage for community awareness.

Chairman's Items

Airport Ordinance – Hillary Stringfellow – The Ordinance revision was approved by the Golden Isles Development Authority at their last meeting. Hillary Stringfellow explained that County Commission Chairman Neal instructed that he would like this item placed on the next public meeting after the 30-day public notice requirement which will be in June. The document has been reformatted and will be sent to the County Clerk. An ad will run in the Brunswick News to announce this item on the Board of Commissioners meeting agenda and fulfill public notice requirements.

Enplanement Report and Current Activity - Brunswick Golden Isles Airport – March 2021 – The COVID downturn has continued for over a year. The numbers are improving but are not comparable with the 2019 enplanements during the same time period. The leisure traveler is comfortable with air flight, but the business travelers have not yet returned to normal levels. Brunswick Golden Isles Airport currently has three flights each day. Delta will be selling all seats beginning May 1st.

Upcoming Events

- Airport Commission Meeting – Tuesday, May 18, 2021 at 9:00 a.m. – Brunswick Golden Isles Airport
- Georgia Airport Association Annual Conference – September 29 – October 1, 2021 - St. Simons Island – King & Prince Beach and Golf Resort
- Coastal Georgia Honor Flight October 2, 2021 – Brunswick Golden Isles Airport

Executive Session

At 9:22 a.m. Commissioner Culwell made a motion to enter into Executive Session to discuss real estate matters.

Commissioner McKinnon seconded the motion and it carried unanimously: 4-0.

Commissioner Culwell made a motion to return to Open Session.

Commissioner McKinnon seconded the motion and it carried unanimously: 4-0.

Public Session resumed at 9:54 a.m.

Adjournment

Commissioner Culwell made a motion to adjourn.

Commissioner Hutson seconded the motion and it carried unanimously: 4-0.

The meeting was adjourned at 9:55 a.m.



Cedric King, Chairman



Katherine Kissling, Attest

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, **Cedric King** 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 20th day of April 2021.
- (2) The subject matters of the closed portion of the meeting, which was closed for purpose of the discussion of Real Estate matters as allowed under O.C.G.A. §50-14-3(b)(1)(B) and were devoted to matters within this exception 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 20th day of April, 2021.

Sworn to and subscribed before me
this 20th day of April, 2021.


Cedric King, Chairman


Notary Public
My Commission Expires: June 22, 2021

NOTARIAL SEAL

