



Glynn County Airport Commission

**MINUTES
GLYNN COUNTY AIRPORT COMMISSION
April 19, 2022**

COMMISSIONERS PRESENT

**CEDRIC KING, Chairman
DOUG HUSTON, Vice Chairman
ED FARLEY, Secretary- Treasurer
JEFF CULWELL
DAVID FURNISH**

STAFF PRESENT

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

OTHERS PRESENT

**BRIAN THOMPSON
MICHAEL HALL**

**SHERRI PRUITT
MELISSA PHILLIPS**

**LARRY WADE
GLYNN COUNTY POLICE CHIEF
JACQUES BASTTISTE**

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, April 19, 2022, 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. He welcomed everyone to the meeting.

Invocation/Pledge of Allegiance – Chairman King 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. The Executive Director requested to add an item to Capital Projects: Item C – Approve the St. Simons Island Airport Contract and GDOT Grant for the AWOS Project.

**Commissioner Farley made a motion to accept the revised agenda.
Commissioner Furnish seconded the motion and it carried unanimously: 5-0.**

Public Comment

Commissioner King requested any public comments from the audience. None were requested.

Approval of Minutes

Chairman King addressed the March 15, 2022 Airport Commission meeting minutes and asked for any corrections or changes. None were stated.

**Commissioner Farley made a motion to accept the March 15, 2022, Glynn County Airport Commission meeting minutes.
Commissioner Furnish seconded the motion and it carried: 4-0. Commissioner Culwell abstained.**

Real Estate

Ernest Knight Sublease (Floor Décor Showroom) – St. Simons Island Airport

The current agreement will expire August 31, 2022. Mr. Knight has requested an extension of the current lease term with one 20-year option to end August 31, 2042. The sublease premise is approximately 15,876 square feet. The current rental rate is \$11,892.00 annually and \$991.00 monthly. The new rental rate will be \$28,926.08 annually, and \$2,410.50 monthly. Future capital development will total approximately \$213,500. The lease rate adjustment will be amended from a 5-year adjustment to an annual adjustment using the Consumer Price Index – All Urban Consumers 1982-1984=100 to begin on the anniversary date of the lease agreement.

Recommendation: Approve the terms for the Ernest Knight Lease Amendment and recommend approval to the Golden Isles Development Authority, pending legal review.

**Commissioner Hutson made a motion to accept the recommendation.
Commissioner Farley seconded the motion and it carried unanimously: 5-0.**

Commissioner Hutson asked how a tenant's capital investment is verified. Terra Winslett explained that the procedure for such accountability is utilizing the property software system to monitor follow up for capital development items to ensure completion. Staff will periodically review those commitments, request information, and conduct follow-up inspections as needed.

Capital Projects

Award of Contract – Runway 7-25 Airfield Pavement Rehabilitation Design and Construction Project - Brunswick Golden Isles Airport (BQK) – The Airport Commission seeks to extend the life of asphaltic airfield pavements at BQK through a comprehensive maintenance program as recommended by FAA guidance. Six bids were received and opened on April 11, 2022. The recommendation for award is to Remac, Inc. in the amount of \$1,144,199. Federal Bipartisan Infrastructure Law (BIL) grant money is anticipated for 90% of this project. for this project. The project will include cleaning, crack sealing, seal coating and remarking. The project is being done now as a result of the last FAA inspection. The FAA is requiring that this project be complete by September.

Recommendation: Award the contract to the most responsive bidder, Remac, Inc., in an amount not to exceed \$1,144,199. Authorize the Executive Director to execute the necessary documents to complete the project.

Commissioner Hutson made a motion to accept the recommendation.

Commissioner Farley seconded the motion and it carried unanimously: 5-0.

Remac, Inc. recently completed work at the St. Simons Island Airport. Commissioner Culwell asked when the BQK runway was last repaved. The Executive Director stated that project was completed in 2014. Commissioner Culwell explained that resealing the asphalt preserves the life of the runway and is maintenance work that must be done. He explained that the cost to repave the entire runway could be approximately \$20,000,000.

Obstruction Mitigation Update

At the St. Simons Island Airport obstructions were removed from the VOR circling approach for Runway 4. There was a NOTAM published restricting VOR approach. The obstructions have been removed and the removals have been certified by the surveyor. The NOTAM has been cancelled.

At the Brunswick Golden Isles Airport, there were obstructions in the departure procedures on Runway 7 and Runway 25. The majority were on Runway 7 and there was one tree on the end of Runway 25. Most of the obstructions were previously removed during the logging project that was completed. The last few were recently removed. The remaining obstructions have been removed and the removals have been certified by the surveyor.

Approve St. Simons Island Airport GDOT grant and contract for Automated Weather Observation System (AWOS) project – This project will replace the current federal Automated Surface Observing System (ASOS) weather system at the St. Simons Island Airport. There have been multiple maintenance and reliability issues with the ASOS. Staff has moved forward with a request to GDOT to obtain an AWOS system which will be

owned and maintained by the Airport Commission. The State is expected to fund 75% of the project this year. The state contracts with DBT Transportation Services for this equipment.

Recommendation: Authorize the Executive Director to execute all contract documents with DBT Transportation Services and GDOT grant documents for the St. Simons Island Airport AWOS project.

**Commissioner Culwell made a motion to accept the recommendation.
Commissioner Hutson seconded the motion and it carried unanimously: 5-0.**

Commissioner Culwell explained that the existing weather equipment is antiquated and unreliable. It is also too close to the hangars. A site survey will be completed to install the new equipment closer to the windsock. The new system will have the capability to record messages.

Brunswick Golden Isles Café Update – Terra Winslett announced that Topsy McFly’s final inspections are complete, and all permitting is in place. Restaurant equipment has been delivered and installed. The final step is staffing. The opening was delayed due to lack of staffing. A soft opening is anticipated to be announced soon. Staff is also partnering with Topsy McSway’s at the upcoming Chamber event to promote Topsy McFly’s opening at the Brunswick Golden Isles Airport.

Executive Director Item

Activity Report

Enplanements – Brunswick Golden Isles Airport (BQK)

There were 2,776 enplanements at BQK in March. This number was affected by the reduction of scheduled flights to two during January, February, and March. The April schedule returns to three flights a day. Last Saturday and the next two Saturdays have an additional flight to total four flights. Delta management has stated that they are committed to the three-flight schedule for the remainder of the year.

Aircraft Operations March 2022

**Brunswick Golden Isles Airport – 1,010 Operations
St. Simons Island Airport – 4,785 Operations**

Rental Car Revenue - February 2022

Rental Car gross receipts for February at the Brunswick Golden Isles Airport and the St. Simons Island Airport total \$226,424 which is higher than any of the previous three years. The rental fleet is currently 180 cars.

Upcoming Events

- **Glynn County Airport Commission Meeting May 17, 2022 – Brunswick Golden Isles Airport**
- **Chamber Experience – April 23, 2022 – Gascoigne Bluff Park – St. Simons Island**

- **Young Eagles Rally April 30, 2022 – EAA Clubhouse – St. Simons Island Airport**
- **Coastal Georgia Honor Flight May 7, 2022 – Brunswick Golden Isles Airport**
- **Commemorative Air Force Air Power History Tour of Historic World War II Aircraft – Brunswick Golden Isles Airport May 18-22, 2022**

Executive Session - *Real Estate Items as allowed by O.C.G.A. §50-14-3(b)(1)(B).*

At 9:18 a.m. Commissioner Culwell made a motion to enter into Executive Session to discuss Real Estate items.

Commissioner Farley seconded the motion and it carried unanimously: 5-0.

Commissioner Culwell made a motion to return to open session.

Commissioner Furnish seconded the motion and it carried unanimously: 5-0.

Open Session resumed at 9:59 a.m.

The Airport Commissioners were invited to take a tour of Topsy McFly's airport café immediately following the meeting.

Commissioner Culwell made a motion to adjourn.

Commissioner Hutson seconded the motion and it carried unanimously: 5-0.

The meeting was adjourned at 10:00 a.m.



Cedric King, Chairman



Ed Farley, Secretary-Treasurer



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 19th day of April 2022.
- (2) The subject matters of the closed portion of the meeting, which was closed for purpose of the discussion of Legal matters as allowed under O.C.G.A. §50-14-2 and 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 19th day of April, 2022.

Sworn to and subscribed before me
this 19th day of April, 2022.



Cedric King, Chairman



Notary Public
My Commission Expires: June 16, 2025

NOTARIAL SEAL

