



**MINUTES
GLYNN COUNTY AIRPORT COMMISSION
SEPTEMBER 15, 2020**

COMMISSIONERS PRESENT

**DOUG HUTSON, Chairman
CEDRIC KING, Vice Chairman – via video conference
KEVIN RUNNER – Secretary-Treasurer – via video conference
JEFF CULWELL
AL MCKINNON – via video conference**

STAFF PRESENT

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

OTHERS PRESENT

**BRIAN THOMPSON via video conference JEFFREY GRIFFITH SHERRI PRUITT
COUNTY COMMISSIONER WAYNE NEAL WAYNE JOHNSON**

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at 9:00 a.m. on Tuesday, September 15, 2020 at the Brunswick Golden Isles Airport, 295 Aviation Parkway, Suite 205, Brunswick, Georgia 31525.

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

Invocation/Pledge of Allegiance – Chairman Hutson offered the invocation and led the Pledge of Allegiance.

Chairman Hutson welcomed everyone to the meeting and explained that Commissioners Kevin Runner, Cedric King and Al McKinnon are joining the meeting by video conference. The Chairman requested that all phone participants announce their names when making a motion or seconding a motion.

Accept Agenda

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

Commissioner Culwell made a motion to accept the agenda.

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

Public Comment

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

Approval of Minutes

Chairman Hutson addressed the August 18, 2020 Airport Commission meeting minutes and asked for any corrections or changes. None were stated.

Commissioner Culwell made a motion to accept the August 18, 2020 Glynn County Airport Commission meeting minutes.

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

Real Estate & Marketing

Approve a request to assign the sublease agreement of Clifford K. Murray and Leo L. Owens to Leo L. Owens and Christopher M. Owens – Brunswick Golden Isles Airport

Recommendation: Approve the assignment of the sublease agreement of Clifford K. Murray and Leo L. Owens to Leo L. Owens and Christopher M. Owens at the Brunswick Golden Isles Airport subject to legal review.

Commissioner Culwell made a motion to approve the recommendation.

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

Approve a request from Golden Isles Aviation to assign Frederica Hangar #1 to Eleven Forty Three Aviation LLC – St. Simons Island Airport

Recommendation: Approve assignment of Frederica Hangar #1 from Golden Isles Aviation to Eleven Forty Three Aviation LLC at the St. Simons Island Airport subject to legal review.

Commissioner Culwell made a motion to approve the recommendation.

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

Capital Projects

Compass Calibration Pad Construction Award – Brunswick Golden Isles Airport - The Airport Commission received bids on August 12, 2020 for the Compass Calibration Pad Construction project. The project construction is contingent upon receipt of available funding in the federal and state grant airport improvement programs.

Recommendation: Award contract to the most responsive bidder Plant Improvement Company Inc. dba Seaboard Construction Company not to exceed \$2,635,275.37 to complete Base Bid contingent upon receipt of federal/state funding. Authorize the Executive Director to execute the necessary documents to complete the project subject to grant funding and legal review.

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

Airport Layout Plan (ALP) Update, Historical Study and Limited Environmental Assessment Project – St. Simons Island Airport

Related Airport Design Studies have been completed at the St. Simons Island Airport and the project is currently in process. The studies have determined the airport is a candidate for an Engineered Materials Arresting System (EMAS) project. The state has authorized entitlement funding to begin the environmental work associated with the EMAS project.

Passenger Terminal Parking Lot Expansion and Signage Project – Brunswick Golden Isles Airport

Bids were received and the contract was awarded and signed. The Notice to Proceed has been issued. Construction is planned to start in early November. Chairman Hutson asked if the expansion would affect any existing parking area. It is anticipated to impact approximately 15 spaces on each side of the parking lot. Those spaces have already been marked to keep drivers out of those spaces. If the parking lot does reach capacity, the Terminal Specialists can drive passengers to and from the overflow lot.

Passenger Terminal Security Requirements Project – Brunswick Golden Isles Airport

This project has been awarded and work has begun at the Brunswick Golden Isles Airport in preparation for the airport's classification change from a four to a three due to the anticipated arrival of the CRJ-900 aircraft. Currently, when a larger aircraft is scheduled to operate the Operations staff is utilizing alternate security procedures to meet TSA regulations.

Executive Director Items

Enplanement Report and Current Activity - Brunswick Golden Isles Airport – August 2020

A chart comparing passenger traffic from last year was presented. Enplaned passengers for each month from January through August was illustrated. In January and February of 2020 enplanements were substantially higher than January and February of 2019. The travel restrictions implemented due to the COVID-19 pandemic

caused a significant dip locally and nation-wide. Since that time, enplanements have been slowly and steadily increasing with higher numbers on the weekends. Weekend travel indicates vacation travel versus business travel has responded better. Delta currently serves BQK with a CRJ-200 aircraft with 50 available seats. Delta is marketing limited passenger seating for flights with a maximum of 33 passengers based on social distancing. Currently, there are two flights per day and often those flights are full based on Delta's implementation of the temporary seating restrictions. Delta has scheduled an increase to three flights daily starting October 1, 2020 for three weeks. Passenger enplanements are 80 – 90% based on Delta's limited seating allowances. The CARES Act commitment of funding and the requirements associated for airlines accepting those funds is scheduled to expire at the end of September. It is a positive indicator that Delta has added back the third flight for most of October.

Chairman's Items

Job Corps Lease Rate Adjustment

Chairman Hutson announced that Job Corps has paid the rate adjustment amount in full. He thanked Hillary Stringfellow and Airport Commission staff for their hard work.

Glynn County Airport Ordinance Update

Hillary Stringfellow explained that the Board of Commissioners will meet today at 2:00 p.m. to review Chapter Two of the Airport Ordinance in a work session. It is anticipated that the Airport Ordinance could be on the County Commission agenda in October or November.

Upcoming Events

- Glynn County Airport Commission Audit Committee – Tuesday, September 15, 2020 - 9:30 a.m.
- Glynn County Board of Commissioners Workshop – Airport Ordinance Update - Tuesday, September 15, 2020- 2:00 p.m.
- Georgia Airport Association Annual Conference October 14-16, 2020 - Savannah
- Airport Commission Meeting – Tuesday, October 20, 2020 at 9:00 a.m.
- RSM Golf Classic November 16-22, 2020
- Coastal Georgia Honor Flight May 1, 2021

Adjournment

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

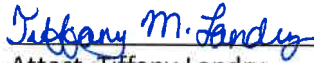
Chairman Hutson adjourned the meeting at 9:19 a.m.



Doug Hutson, Chairman



Cedric King, Vice-Chairman


Attest, Tiffany Landry