



**MINUTES
GLYNN COUNTY AIRPORT COMMISSION
NOVEMBER 17, 2020**

COMMISSIONERS PRESENT

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

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

**BRIAN THOMPSON via video
conference
LARRY WADE
SHERRI PRUITT
JESSICA SPENCER**

**JERRY LATVALA
LESLIE FAULKENE BERRY
LINDA MOSLEY**

**GLYNN COUNTY COMMISSIONER
WAYNE NEAL
JEFF GRIFFITH
ANDREW SMITH**

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, November 17, 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. He welcomed everyone to the meeting. He acknowledged Commissioner Runner who joined the meeting via video conference.

Invocation/Pledge of Allegiance – Commissioner 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. The Chairman requested any changes to the meeting agenda. None were stated.

Commissioner King made a motion to accept the agenda.

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

Public Comment

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

Approval of Minutes

Chairman Hutson addressed the October 20, 2020 Airport Commission meeting minutes and asked for any corrections or changes. None were stated.

Commissioner Runner made a motion to accept the October 20, 2020 Glynn County Airport Commission meeting minutes.

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

Finance and Administration

Quarterly Financial Report September 30, 2020

Shawna Williams presented the Quarterly Financial Report. For the first quarter, more revenue was earned than was projected at 109%. She reminded the Commissioners that the budget was modified due to the COVID-19 pandemic and the projected revenue for the quarter was reduced by 95% for aviation activities. Nationally, passenger activity is currently down approximately 65 - 70%.

For expenses, approximately 80% of the projected amount was spent. Staff is making a concerted effort not to spend. Personnel is under projections. The final bill for September was received late, so it was booked in October. Administrative expenses are low by design. Maintenance and utilities are lower than projected. Less power is currently being used. For the quarter, 37% of expenses were covered by the CARES Act grant.

Currently there are 41 active capital projects – 17 of those are funded with federal and state grants with a local match. For the year so far, expenditures are approximately \$629,027 which is \$26.5% of the program. There is approximately \$6.2 million remaining encumbered which does include matching shares.

Air traffic is down nation-wide. Some leisure travelers are willing to travel. During the summer there is usually an increase in recreational travel. Business travel has not recovered. Airlines are concerned about the business traveler not returning to air travel. International travel has not recovered.

Commissioner McKinnon stated that it seems that the paradigm of business has changed permanently. He cited examples of empty office space as employers have increased remote workers and video conference meeting replacing in-person meetings. Commissioner Furnish commented that the off-season is now starting, and he does not anticipate improvement in either business or leisure travel for the holiday season. He stated that Sea Island is seeing longer length of stays which has a direct impact on air travel. Commissioner Culwell commented that the United Kingdom has banned recreational travel; only business travel is permitted. Nonessential travel to the Bahamas is also restricted.

Glynn County Airport Commission Audit Fiscal Year 2019/2020 Update - Staff is still working on the audit. The auditors are working remotely. The Glynn County reports for Other Post-Employment Benefits (OPEB) and pension adjustments have not been received. Once that information arrives, staff will be able to move forward and finalize entries for the year. It is anticipated that the auditors will be available for the December Airport Commission meeting once all the reports are complete. An audit committee meeting will also be scheduled.

Real Estate & Marketing

Gulfstream Original Sublease Amendment 8 - Brunswick Golden Isles Airport – The current amended agreement contains a provision for renovations to the Original Sublease facilities with an additional investment provided by Gulfstream. A modification to the project lists contained in the sublease as Exhibits “B” & “E” which were modified in the Sublease with the seventh amendment. Gulfstream has completed their needed improvements and has remaining funds equal to \$247,735.00 in their capital improvement account for which they are requesting a reimbursement. To complete the changes, an Amendment #8 was created to document the changes to the Sublease and Exhibits to include the request for reimbursement. Hillary Stringfellow explained that the previous lease amendments have provided for renewal options and financing for improvements to the facility. Counsel recommended approval.

Recommendation: Approve the Eighth Amendment to the Original Gulfstream Sublease and request approval from the Golden Isles Development Authority with legal review.

**Commissioner Hutson made a motion to approve the recommendation.
Commissioner King seconded the motion and it carried unanimously: 6-0.**

Approve assignment of Frederica Hangar #4 -St. Simons Island Airport - Request from 3809 Kilo LLC to assign Frederica Unit #4 to the Craig & Lee Williams Family Partnership Ltd. The assignment would transfer ownership with the understanding the new sublessee will abide by all terms of the current sublease. The practice of the Airport Commission has been to allow such assignments provided the use is consistent with the airports' land use policies which this transfer would qualify.

Recommendation: Approve request from 3809 Kilo LLC to assign Frederica Hangar Unit #4 to Craig & Lee Williams Family Partnership Ltd. and recommend approval by the Golden Isles Development Authority, subject to legal and financial review.

Commissioner Culwell made a motion to approve the recommendation.

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

Hangar Transfer Request – Jerry Bell has requested to transfer Longview Hangar #18 to J & M Avmed, LLC for aeronautical use – St. Simons Island Airport -The Glynn County Airport Commission previously provided the Executive Director the authorization to complete internal aeronautical association hangar unit transfers with the stipulation that the hangar be used for aeronautical purposes and the association be in good standing. This request meets those specifications and was approved by the Executive Director.

Hangar Transfer Request – Edward Faciszewski has requested to transfer Happy Hangars Unit #B-6 to Timothy S. Jones for aeronautical use – St. Simons Island Airport - The Glynn County Airport Commission previously provided the Executive Director the authorization to complete internal aeronautical association hangar unit transfers with the stipulation that the hangar be used for aeronautical purposes and the association be in good standing. This request meets those specifications and was approved by the Executive Director.

Capital Projects

Compass Calibration Pad and Access Taxilane Construction, BQK Project No. 179 – This project may be divided into two or three phases to stay within annual AIP allocated funding. The contractor awarded the project, Seaboard Construction, has been contracted to negotiate modifications to construction schedules. Federal funds will be requested for this project.

Passenger Terminal Parking Lot Expansion and Signage Improvements Construction, BQK Project No. 178 – The start date on construction for this project is January 5, 2021. This project will add two additional parking areas to the Brunswick Golden Isles Airport terminal parking lot which will increase capacity for anticipated future growth.

Passenger Terminal Security Requirements Design and Build Project, BQK Project No. 180 – This project increases security for the Brunswick Golden Isles Airport required for the larger aircraft that we have had in the past and anticipate having full time in the future. This security project is expected to be complete by the end of this year.

ALP Update, Historical Study and Limited Environmental Assessment Project, SSI Project No. 208 – This is a project to evaluate land use on and around the St. Simons Island Airport to establish a plan to meet design standards. This includes a series of several planned projects. Part of this project is a requirement to modify the new standards.

Runway 4-22 Rehabilitation, Engineered Materials Arresting System (EMAS) & Drainage Improvements Environmental Project, SSI Project No. 209 – St. Simons Island Airport - This project will follow the previous project discussed. Environmental work will need to be done in anticipation of installing EMAS and some other work on the runway, including moving the threshold. The sequence of this project will be environmental clearance first, design as a project and finally construction as a project. It is always at least a sequence of three years when federal or state funds are received. Entitlement funds for St. Simons Airport will be used for this phase of the project. It is anticipated to be just under \$200,000 for the environmental work to be completed.

Staff is in the process of finalizing the Capital Improvement Program (CIP) submission for the programs which were just discussed.

Executive Director Items

Runway 4-22 High Intensity Lighting Installation Project No. 16090 – St. Simons Island Airport – The runway lights are being replaced with high intensity lights. The last 22 transformers have been shipped and are expected to arrive today or tomorrow. This project is anticipated to be complete in a few weeks.

Moody Air Force Base proposed new Military Operations Areas - Airspace over a significant part of Georgia is impacted by military use. A map of military operational areas in Georgia was discussed. Airspace is divided by specific uses. Those areas have certain “floors” – elevation above the ground to a certain altitude. Moody Air Force Base is a very active base and is very significant to the economic growth of the state. Their mission has changed because of the type of aircraft currently based there. Previously the fast-flying jets needed a floor of 8,000-18,000 feet. Now A-10s are based there which are ground support aircraft that fly at a lower altitude. They require lower airspace for training missions. This creates safety and operational issues. A proposal has been published with several alternatives. One option is down to 1,000 feet, 2,000 feet, 4,000 feet. An environmental impact statement is being created. Use of airspace, noise and effect on air quality must all be considered. This is out for public comment. The Airport Commission is more concerned with the social economic effect. Fourteen airports are affected by these proposed changes. If the ceiling is lowered to 1,000 feet, this will limit uses of airports and restrict all growth which will significantly hinder those airports. Georgia Airports Association has asked all the users to comment on these proposals.

The recommendation alternatives below were put together through several groups led by the Georgia Department of Transportation as a response to the public comment period.

Recommendations:

- a. Consider only lowering the floors of the existing Military Operating Areas (MOAs) to 6,000 feet AGL instead of the proposed alternatives. This will allow transient traffic to fly under the MOAs and civilian airports to remain accessible.
- b. Consider moving the low altitude MOAs south and east of Moody Air Force Base over the Okefenokee Swamp area where there is a large unpopulated area and very few civilian airports that need access.
- c. Consider developing an east/west corridor much like Sabre is to north south traffic where the floor of the MOA is not lowered but remains at 8,000 ft. MSL.

Executive Director Robert Burr asked the Airport Commissioners to support the recommendation alternatives and vote on it. The Airport Commission will submit a formal letter of support for these operational recommendations. Jim Galloway, Airport Manager of Valdosta Airport, has been the leader on this issue to find technical solutions. Airspace is controlled by the FAA. The Undersecretary of Defense will make the final recommendation and then it will go to the FAA. The military is also looking to expand coastal operations between Savannah and Brunswick. There is a lengthy formal report with an assessment of the projected economic impact. Aviation contributes 12% of the GNP. General aviation and commercial aircraft impacts were discussed. Commissioner Furnish asked if the County Commission was alerted to this issue due to the threat to economic growth of Glynn County and Sea Island. County Commissioner Wayne Neal is informed. The Executive Director gave a presentation on this matter to the Golden Isles Development Authority last month. The reply date deadline is November 24, 2020.

A motion to approve the recommendations was made by Commissioner Hutson.

The motion was seconded by Commissioner Furnish and it carried unanimously: 6-0.

Golden Ray Unified Command Coordination

Staff has been working with the Unified Command on the Golden Ray salvage operation. The attraction of the operation is impacting the airspace and safety of the St. Simons Island Airport. Airspace is controlled by the FAA. The Airport Commission is trying to raise public awareness about the FAA rules that must be followed for UAS use. Staff worked with Glynn County to install signs at St. Simons Island pier and Jekyll Island pier to restrict drone activity.

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

The Executive Director compared last year's enplanement figures to the current year. The enplanements are paralleling national figures for domestic service. Delta Airlines is providing three flights each day.

Chairman's Item

Employee Recognition Levels of Accomplishment

American Association of Airport Executives Airport Certified Employee (A.C.E.) – Airfield Lighting Maintenance Certification:

- **Vernon Bessing, A.C.E.**
- **Joe Melton, A.C.E.**
- **Craig Pace, A.C.E.**

Chairman Hutson congratulated the newly certified staff members.

Upcoming Events

- **Airport Commission Meeting – Tuesday, December 15, 2020 at 9:00 a.m.**
- **Coastal Georgia Honor Flight May 1, 2021 – Brunswick Golden Isles Airport**

Due to the pandemic, the traditional Christmas luncheon has been cancelled for this year.

**Commissioner Culwell made a motion to enter into executive session at 9:50 a.m.
Commissioner King seconded the motion and it carried unanimously: 6-0.**

Executive Session

- Legal
- Real Estate

"Closed session to discuss Legal items as allowed by O.C.G.A. §50-14-2 and Real Estate items as allowed by O.C.G.A. §50-14- 3(b)(1)(B)."

Open Session resumed at 10:21 a.m.

Commissioner Culwell made a motion to adjourn.

Commissioner McKinnon second the motion and it carried unanimously: 6-0.

The meeting was adjourned at 10:22 a.m.



Doug Hutson, Chairman

Cedric King, Vice-Chairman

Attest, Tiffany Landry

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 17th day of November 2020.
- (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 17th day of November, 2020.

Sworn to and subscribed before me

this 17th day of November, 2020.



Doug Hutson, Chairman



Notary Public
My Commission Expires: June 22, 2021

NOTARIAL SEAL

