



**MINUTES**  
**GLYNN COUNTY AIRPORT COMMISSION**  
**April 15, 2025**

**COMMISSIONERS PRESENT**

**ED FARLEY, Chairman**  
**DAVID FURNISH, Vice Chairman**  
**DOUG HUTSON, Secretary-Treasurer**  
**CEDRIC KING**

**STAFF PRESENT**

**ROBERT BURR**  
**VERNON BESSING**  
**SHAWNA WILLIAMS**  
**TERRA WINSLETT**  
**JOHN DUNCAN**  
**KATHERINE KISSLING**  
**TIFFANY LANDRY**  
**CRAIG PACE**  
**LEIGH NEWTON**  
**ANGELO NORFLEET**

**LEGAL**

**HILLARY STRINGFELLOW**

**OTHERS PRESENT**

**RENN GRUBER**  
**RON HLOZANKSY**  
**BRIAN THOMPSON**  
**DAMON WHITLOW & STUDENTS**  
**KEN GIBBS**  
**WILLIAM BUDD**  
**WILL NEWTON**

**PAM SHIERLING**  
**TRACY MCDONALD**  
**COUNTY COMMISSIONER**  
**WAYNE NEAL**  
**BRIANA BISOONDATH**  
**CHRIS BUSBY**

**JERRY MORRIS**  
**JERRY LATVALA**  
**SUMMER GARCIA**  
**REV. KAMAU DICKERSON**  
**DESTINY MCCULLOUGH**  
**PAUL CHRISTIAN**

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, April 15, 2025 at the Glynn County Airport Commission Annex, 160 Gary L. Moore Court, St. Simons Island Airport, St. Simons Island, Georgia 31525**

**Call to Order** – The meeting was called to order at 9:00 a.m. by Chairman Farley. He welcomed attendees to the meeting.

**Invocation and Pledge of Allegiance** – Rev. Dickerson gave the invocation and led the Pledge of Allegiance.

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

**Commissioner Hutson made a motion to accept the agenda.**  
**Commissioner Furnish seconded the motion, and it carried unanimously: 4-0.**

**Public comment**

Chairman Farley asked for any public comments or requests to speak. None were requested.

**Pilot Recognition**

Chairman Farley welcomed and congratulated the inaugural group of 13 Wings of Grace Ministries students who have successfully completed the Introduction to Aviation Maintenance Technician Program. This initiative was created by Damon Whitlow and his team at Wings of Grace Ministry. The new program has been an impactful addition to our aviation community. The graduates were given gifts from the Airport Commission to celebrate their accomplishments.

**Approval of Minutes**

Chairman Farley presented the March 18, 2025 Glynn County Airport Commission meeting minutes and the March 31, 2025 Strategic Planning Session for approval and asked for any corrections or changes. None were stated.

**Commissioner Furnish made a motion to approve the March 18, 2025 meeting minutes and the March 31, 2025 Strategic Planning Session Minutes.**  
**Commissioner Hutson seconded the motion, and it carried unanimously: 4-0.**

**Property & Marketing – Terra Winslett, C.M., Property & Marketing Director**

Ms. Winslett gave a status report on the Wings of Grace Ministry expansion at into the old FBO facility at BQK, plans to expand café service at BQK to include the hold room, the St. Simons Island Airport PD Text modification submission, the lease extension for Home 2 Suites at SSI and the Odyssey GIA hangar development plans at SSI.

### **Capital Projects Update**

#### **Safety Improvements Environmental Assessment - St. Simons Island Airport**

The environmental determination at St. Simons Island Airport is tied to two separated projects. One is the Airfield Safety project which includes runway work and the installation of an Engineered Materials Arresting System (EMAS) at the end of the runway. The second project is the Skylane project which will remove the pavement from an old runway to construct a taxiway and install the infrastructure for the airfield. This will allow tenants to build additional hangars. The draft environmental assessment (EA) has been completed. The documents are now available to the public. Beginning today a public comment period starts and will run for 30 days. A Public Workshop will be held May 20<sup>th</sup> at the Airport Commission Annex at the St. Simons Island Airport. After this is completed, the FAA will have a full review and provide approval.

#### **North Apron Expansion and Construction of Taxilane – Brunswick Golden Isles Airport**

This project will aid in the business expansion at BQK. The CatEx request has been submitted to the FAA.

#### **ARFF Station Replacement Project – Brunswick Golden Isles Airport Bids**

This project is currently out for bid. There were six companies at the pre-bid meeting. There are 18 identified plan holders. The potential bidders are concerned about current changes with the economy. Staff condensed the time from acceptance of bid to award to contract from 180 days to 120 days. There is good interest in the project. Staff met with the FAA about funding the project. There is SPLOST money, local money, and entitlement money funding to this project. Staff is also going to ask for discretionary funding. There is no “earmark” funding in the federal program this year.

#### **Southeast Apron Pavement Rehabilitation Project – St. Simons Island Airport**

The program includes a Base Bid (Bid Schedule A), and an Additive Bid Schedule (Additive Bid Schedule 01) based on program funding administered through GDOT. The scope of work the Base Bid will extend the life of asphaltic airfield pavements through a comprehensive maintenance program as recommended by FAA guidance. This will extend pavement life by routing, cleaning, and sealing cracks and joints, and apply P-608R seal coat. The program will also include relocation of approximately 550' of airport service roadway. Work will include restoration of disturbed areas and marking of a vehicle access lane across the apron.

Additive Bid Schedule 01 may be awarded at the discretion of the Commission, subject to available funding. This schedule will extend asphalt taxiway pavement life by routing, cleaning, and sealing cracks and joints, and applying P-608R seal coat. Taxiway pavements will be remarked to complete the crack sealing and seal coat. This project anticipates FAA AIP funding support distributed via GDOT Block Grant authorization as a FY 25 project.

**Recommendation: Award contract to JJ Cunningham, LLC of Shavertown Pennsylvania for both Base Bid Schedule A and the Additive Bid Schedule 01 for a total award amount not to exceed \$432,920 and authorize**

**the Executive Director to execute all necessary documentation, subject to timely receipt of grant funding and legal review.**

**Commissioner King made a motion to approve the recommendation.  
Commissioner Hutson seconded the motion, and it carried unanimously: 4-0.**

#### **Executive Director's Items**

#### **Airport Inspections State & FAA – Vernon Bessing, Director of Facilities & Operations**

Last week Alan Hood from Georgia Department of Transportation (GDOT) came to the St. Simons Island Airport for the annual inspection. There were no issues. The Brunswick Golden Isles Airport FAR Part 139 inspection will be May 5 – 7 with a new inspector. Staff is working to ensure the inspection will result in a good report.

#### **Loading Bridge Installation – Brunswick Golden Isles Airport**

On May 19<sup>th</sup> construction will begin for the new passenger boarding bridge at BQK. The old structure will need to be disassembled. During this time, the airlines will use the new ramp loading device. The new loading bridge will handle aircraft up to a Boeing 737 and Airbus A320. The passenger boarding bridge will be in compliance with new ADA regulations. Glynn County Commissioner Neal suggested that staff place a sign at the loading device explaining that use of the ramp loading device is only temporary while the passenger boarding bridge is being installed.

#### **Golden Isles Air Show Update – Brunswick Golden Isles Airport – Terra Winslett, C.M., Director of Property & Marketing**

Terra Winslett introduced Summer Hanson Garcia who will be working with airport staff managing social media and website projects. The Commissioners welcomed her to the team. Staff is preparing for the Golden Isles Airshow in May. The Take-Off party will be Friday night - May 16<sup>th</sup> from 7:00 to 9:00 at Mary Ross Park downtown Brunswick. The U.S. Navy band will perform. All the performers will be there in their flight suits to meet the public. The grand finale will close the event with fireworks. All are invited to attend this free community event.

#### **Legislative Update – Terra Winslett, C.M. Director of Property & Marketing**

The House passed the FY 26 budget which allocates \$30 million for Georgia airports. Additional funding is possible from the supplemental. The legislators have created another study committee regarding height restrictions near airports. The state of Georgia is one of the few states that does not regulate height restriction rules around airports, even though it is a federal requirement for airport sponsors receiving federal funds. The third Legislative Flight Tour will take place May 8, 2025. The St. Simons Island Airport will be included on the southern circuit flight. The Airport Commission will host the legislators for lunch. Our local legislative members and community will be invited as well.

### **Patio Door Installation – Vernon Bessing, Director of Facilities & Operations**

A double door system has been installed for the courtyard at BQK. Now customers and passengers can easily go out to the courtyard without going through the café.

### **Activity Report**

Enplaned passengers at the Brunswick Golden Isles Airport for March 2025 increased to a record 4,942. In March of 2024 there were 3,674 enplaned passengers.

March 2025 Aircraft Operations at BQK compared to 2024 increased from 1,233 to 1,538. At St. Simons Island Airport operations in March 2025 increased to 3,421 from 2,792 in 2024. Both airports were busier this year in March.

Rental Cars gross receipts for February 2025 were \$254,630.

Parking Lot Capacity – Part of our customer service is providing adequate convenient parking. The parking lot at BQK has sufficient space to service our customers and passengers.

### **Upcoming Events**

- Glynn County Airport Commission Monthly Meeting – May 20 , 2025
- Coastal Georgia Honor Flight - May 3, 2025 Brunswick Golden Isles Airport
- Golden Isles Air Show Kick Off Party - May 16<sup>th</sup> 7:00 p.m. - Mary Ross Park, Downtown Brunswick
- Golden Isles Air Show - May 17 & 18, 2025 – Brunswick Golden Isles Airport
- Draft EA Workshop May 20, 2025 - 5:00 – 7:00 p.m. Glynn County Airport Commission Annex 160 Gary L. Moore Court, St. Simons Island Airport

### **Executive Session**

Commissioner King made a motion to enter Executive Session at 9:27 a.m. to discuss real estate and personnel matters.

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

*Discuss Real Estate Items as permitted by O.G.C.A §50-14-3(b)(1)(B), Personnel as permitted by O.C.G.A. §50-14-2(b)(2) and Legal Items as permitted by O.C.G.A. § 50-14-2.*

### **Return to Open Session**

Commissioner Hutson made a motion to enter Open Session.

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

**Open Session resumed at 10:25 a.m.**

**Commissioner Furnish made a motion to adjourn.**

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

**The meeting was adjourned at 10:26 a.m.**

  
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Ed Farley, Chairman  
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Doug Hutson, Secretary-Treasurer  
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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, **Ed Farley**, 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 15<sup>th</sup> day of April 2025.

(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), Legal matter as allowed under O.C.G.A. §50-14-2 and Personnel matters as allowed under O.C.G.A. §50-14-2 (b)(2) and were devoted to matters within these exceptions 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 15<sup>th</sup> day of April, 2025.

Sworn to and subscribed before me, who is personally known

this 15<sup>th</sup> day of April, 2025.

**Ed Farley, Chairman**

Notary Public

My Commission Expires: June 16, 2025

NOTARIAL SEAL

