



MINUTES
GLYNN COUNTY AIRPORT COMMISSION
January 20, 2026

COMMISSIONERS PRESENT

ED FARLEY, Chairman
DAVID FURNISH, Vice Chairman
JEFF CULWELL
CEDRIC KING
WAYNE NEAL

STAFF PRESENT

ROBERT BURR
CRAIG PACE
SHAWNA WILLIAMS
TERRA WINSLETT
KATHERINE KISSLING
TIFFANY LANDRY
LEIGH NEWTON
PATRICIA YONCE
MIKE WILLIAMS

LEGAL

HILLARY STRINGFELLOW

TENANTS AND PUBLIC PRESENT

PAM SHIERLING
JERRY LATVALA
BRIAN THOMPSON

J.D. JEFFERS
PAMELA ZENON
JEFF GRIFFITH

RENN GRUBER
SUMMER GARCIA
JIM WALDRON

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, January 20, 2026 2025** at the **Brunswick Golden Isles Airport, 295 Aviation Parkway, second floor conference room, Brunswick, Georgia 31525.**

Call to Order – The meeting was called to order at 9:00 a.m. by Chairman Farley. He welcomed attendees and thanked everyone for coming.

Invocation and Pledge of Allegiance – Chairman Farley 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 Furnish made a motion to accept the agenda.

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

Public Comment

Chairman Farley asked for any public comments or requests to speak. None were submitted. He welcomed everyone to the meeting.

Approval of Minutes

Chairman Farley presented the December 16, 2025, Glynn County Airport Commission meeting minutes for approval and asked for any corrections or changes. None were stated.

Commissioner King made a motion to approve the December 16, 2025 meeting minutes.

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

Affirmation of Commission King – Hillary Stringfellow administered the Oath of Office for Commissioner King's second five-year term beginning January 2026. Chairman Farley congratulated him and thanked him for his service.

Audit Update FY 24/25 – Shawna Williams, C.M. Director of Finance and Administration

Shawna Williams explained that the FY 24/25 Audit report is almost complete. The full report will be reviewed and presented in February.

Facilities & Operations – Craig Pace, Assistant Director of Facilities & Operations

Tabby House – St. Simons Island Airport - Upgrades to the facility are continuing. Recently the exterior and interior of the Tabby House were painted, which was a huge improvement to the appearance. Mr. Pace encouraged everyone to go to the St. Simons Island Airport to see it. The next improvement will be the parking lot. Mr. Pace is gathering quotes for the work. Chairman Farley visited the Tabby House and commented that staff did a terrific job on all the improvements.

JAX Center Communications

Last week Craig Pace, Jerry Latvala and Commissioner Culwell went to Jacksonville Center to discuss the communication situation for pilots receiving IFR clearances at St. Simons Island. The repeater that was being used has been determined by the FCC to be inappropriate. The FAA procedure is to call the clearance delivery

phone line or use a RCO frequency. This issue has been on-going for years at the St. Simons Island Airport. A backup unit was relocated from St. Simons to Jekyll Island. A long-term solution would be for the back-unit that was moved from St. Simons Island Airport to Jekyll Island to be moved back to St. Simons. JAX Center wants a solution. The FAA Administrator for the Southern Region is monitoring the situation. Commissioner Culwell and the Executive Director will meet with the FAA Administrator next month to talk about this issue. The RCO equipment at St. Simons needs to be converted over. Scheduling and funding were part of the conversation.

Menzies Aviation/Delta Airlines Improvements – Brunswick Golden Isles Airport

Menzies Aviation and Delta Air Lines are part of our BQK Customer Service Working group. Menzies has acquired G2 Secure Staff. Menzies Aviation management is changing at BQK. Delta Air Lines was contacted regarding operational issues and sent representation assist. The existing belt loader was deteriorating. A new belt loader was requested. Two days later a brand-new loader was installed. Staffing increases at Menzies are needed. Overall, the results are positive.

Roof Repair - Brunswick Golden Isles Airport

The roof replacement at BQK will be completed this week.

Capital Projects

RS&H, Inc. Work Order No. 05 – SSI RW 16-34 Crack Seal, Sealcoat & Re-Marking (Design, bidding, and construction administration services) to protect the condition of existing airfield pavements

Recommendation: Approve RS&H, Inc. Work Order No. 05 to protect the condition of existing airfield pavements including: clean and seal open cracks and pavement joint, sealcoat existing asphaltic runway, connector and blast pad pavements, re-mark existing airfield pavement to match existing configurations. This project is 75% State funded. The local amount is not to exceed \$99,566.00. Authorize the Executive Director to execute all necessary documentation including a budget amendment.

Commissioner Culwell made a motion to approve the recommendation.

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

RS&H, Inc. Work Order No. 01 – SSI RW 4-22 Rehabilitation and Airfield Safety Improvements (Design and bidding services) – Develop design and bidding documents to support the rehabilitation of RW 4-22 pavement and the implementation of airfield safety improvements (EMAS) to support current airport traffic (Project 213)

Recommendation: Approve RS&H, Inc. Work Order No 01 – SSI RW 4-22 Rehabilitation and Safety Improvements design and bidding Services in an amount not to exceed \$1,324,930 - contingent upon completion of an Independent Fee Estimate (IFE) and authorize the Executive Director to execute all necessary documentation.

Commissioner Culwell made a motion to approve the recommendation.

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

JJ Cunningham LLC Change Order No. 02 St. Simons Southeast Apron Pavement Rehabilitation (Project #221)

Adjust contract to final contract quantities and final cost in an amount not to exceed \$25,540.

Recommendation: Approve JJ Cunningham LLC Change Order No. 02 to adjust final contract quantities and final cost in an amount not to exceed \$25,540 and authorize the Executive Director to execute all necessary documentation including a budget amendment.

Commissioner Culwell made a motion to approve the recommendation.

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

Skylane Hangar Development RFP Project Update – St. Simons Island Airport

The design phase of the Skylane project is being completed. Simultaneously, the Request for Proposals (RFP) for hangar development is being finalized for release. The goal is to release the RFP early February 2026. The legal review is complete.

Executive Director's Items

EAA State of the Airports Report

The Executive Director gave a "State of the Airports" presentation to the local EAA chapter. Chairman Farley, Katherine Kissling, Terra Winslett, Craig Pace and Patricia Yonce attended the meeting. The EAA President Jerry Latvala expressed his appreciation to the staff for the presentation and lunch.

Customer Surveys

Customers who use the FBO facilities will have an opportunity to complete surveys. This survey has been finalized and will be sent out this week. The next surveys to go out will be airline passenger and general business relationship survey. Summer Garcia, the airport marketing consultant, has been working with staff on all the surveys. TSA does their own survey, and the comments have all been very favorable about the TSA service experience at the Brunswick Golden Isles Airport.

Chairman's Items

Georgia Chamber Eggs & Issues Report – Commissioner King

On January 14, 2026 Commissioner King attended the Georgia Chamber Eggs & Issues event in Atlanta. He met with political leaders including Senator Hodges and State Representative Townsend. The Delta president spoke on stage and mentioned Brunswick several times. Affordability was the top priority for Governor Kemp. Transportation is also a priority. Delta is going to be a major part of the economic policy discussions across the state. The Governor has a large budget centered around infrastructure and transportation.

Activity Report

Enplanement Report – For December 2025 total enplanements were 4,286 compared to 4,059 enplanements in December of 2024.

Flight Reliability Report – There were no cancelled flights in December 2025, but 20% of flights were delayed.

Airport Operations – The Airport Commission is planning to get a second system that will be paid for by the State for operation counts. This data is used for decision-making processes. It is important to know the number of operations and the type of operations. If we ask for additional services, there are certain categories that must be met. Jeff Griffith stated that the proposal recently went out for responses.

Rental Cars Report – November 2025 gross receipts for the rental car concessions were \$318,846 which is slightly lower than November 2024 which was \$328,553.

Parking Lot Capacity – Brunswick Golden Isles Airport – Parking capacity is adequate for good customer service. The Capital Improvement Program includes starting the next phase of the parking lot expansion at BQK. The design is complete. An RS&H, Inc. Work Order is anticipated next month for bidding services.

Upcoming Events

- **Chamber State of the Community Friday, January 30, 2026 12:00 p.m.**
- **Glynn County Airport Commission Monthly Meeting – Tuesday, February 24, 2026 – St. Simons Island Airport**
- **Chamber of Commerce State Capitol Visit - February 16-18, 2026**
- **Temporary Tower - St. Simons Island Airport – Thursday – Sunday, March 12 -15, 2026**
- **Coastal Georgia Honor Flight – Saturday, May 2, 2026 – Brunswick Golden Isles Airport**

Executive Session

Discuss possible 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.

Commissioner Culwell made a motion to enter into Executive Session at 9:28 a.m.

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

Commissioner Culwell made a motion to return to Open Session

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


Return to Open Session

Open session resumed at 10:24 a.m.

Adjournment

Commissioner Culwell made a motion to adjourn.
Commissioner Furnish seconded the motion and it carried: 4-0.

The meeting adjourned at 10:25 a.m.



Ed Farley, Chairman



David Furnish, Vice Chairman



Attest, Katherine Kissling



OATH OF OFFICE

I, Cedric King, DO SOLEMNLY SWEAR OR AFFIRM TO FAITHFULLY PERFORM THE DUTIES AND RESPONSIBILITIES AS A MEMBER OF THE GLYNN COUNTY AIRPORT COMMISSION, AND FURTHER, THAT TO THE BEST OF MY ABILITY, UPHOLD THE POLICIES OF THE COMMISSION AND LAWS OF THE STATE OF GEORGIA AND THE UNITED STATES. SO HELP ME GOD.


CEDRIC KING

SUBSCRIBED AND SWORN BEFORE
ME THIS 20th DAY OF JANUARY 2026



NOTARY PUBLIC



Commission Expires: May 29, 2029



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 January 20, 2026.
- (2) The subject matter 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 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 20th day of January, 2026.

Sworn to and subscribed before me, who is personally known


Ed Farley, Chairman

this 20th day of January, 2026.


Katherine Wilkinson Kissling
Notary Public
My Commission Expires: May 29, 2029

NOTARIAL SEAL

