



DATE: July 15, 2026
TO: Glynn County Airport Commission
FROM: Robert J. Burr, Executive Director
SUBJECT: Glynn County Airport Commission Meeting Agenda

The monthly meeting of the Glynn County Airport Commission (GCAC) will be held at **9:00 a.m. Tuesday, July 21, 2026.**

The public is invited to attend at the **Brunswick Golden Isles Airport, 295 Aviation Parkway, Second Floor Conference Room, Brunswick, Georgia 31525**

Airport Commission Meeting Agenda

- I. **Call to Order**
- II. **Invocation/Pledge of Allegiance**
- III. **Accept Agenda**
- IV. **Public Comment**
 - A. General Comments
 - B. Request-to-speak forms are available for discussion of specific agenda items.
- V. **Pilot Recognition**

Chipper Lewis – Private Pilot ASEL
Training was completed with Cade Meuse at High Tide Aviation, St. Simons Island Airport

Philip Paradise – Private Pilot ASEL
Training was completed with Cade Meuse at High Tide Aviation, St. Simons Island Airport

VI. Approve Glynn County Airport Commission Meeting Minutes

Glynn County Airport Commission monthly meeting minutes June 16, 2026

Recommendation: Approve the Glynn County Airport Commission monthly meeting minutes for June 16, 2026. (Enclosure A) [Link](#)

VII. Finance and Administration – Shawna Williams, C.M. Director of Finance and Administration

Airport Commission Staff Salary Cost of Living Adjustment

Recommendation: Approve a 2.5% cost of living adjustment for Airport Commission staff to become effective August 6, 2026.

VIII. Property – Terra Winslett, C.M. Property Director

Manning Aviation Construction Update Brunswick Golden Isles Airport

IX. Operational Items – Vernon Bessing, Director of Facilities and Operations

- A. Storm Damage – Brunswick Golden Isles Airport
- B. Compass Calibration Pad Recalibration and Recertification – Gulfstream – Brunswick Golden Isles Airport
- C. Girl Scout Troop Tour – Brunswick Golden Isles Airport
- D. Terminal Signage – Woody Woodside – Brunswick Golden Isles Airport

X. Capital Improvement Projects Update

Brunswick Golden Isles Airport

- A. **ARFF Station Construction Project Update (Project #185-C)**
- B. **Passenger Terminal Parking Lot Expansion Phase 2 Update (Project #194)**

St. Simons Island Airport

- C. **Skylane Infrastructure Development Phase 2 Update – (Project 215-C)**
- D. **Airfield Safety and EMAS Project Update (Project 213C)**
- E. **Runway 16-34 Crack seal, Sealcoat**

- F. Selection for Engineering Services – Staff solicited and published a Request for Qualifications (RFQ) for engineering services consistent with FAA grant participation requirement. Five engineering firms were responsive. Firms were ranked based on proposals and qualifications specific to each potential project within the next five years on the airports Capital Improvement Program (CIP). Once a project is active, fee negotiation with the selected firm will take place.**

2026 RFQ Consultant Project Summary				
Project List	Airport	#1	#2	#3
Planning Projects				
Environmental Clearance Perimeter Fencing SSI	SSI	Passero	RS&H	Kimerly Horn
Environmental Determination Acquire Recycle Center SSI	SSI	Kimerly Horn	RS&H	Passero
Environmental Determination Rehabilitate Terminal Phase 2, Emergency Generator + Switchgear BQK	BQK	RS&H	Passero	Kimerly Horn
Master Plan and ALP Update (+Hold Room Study) BQK	BQK	RS&H	Kimerly Horn	Passero
Engineering Services, Design Construction				
Acquire ARFF Truck, BQK	BQK	Kimerly Horn	RS&H	Passero
Construct North Taxiway, BQK	BQK	Avcon	RS&H	Passero
Rehabilitate Terminal Phase 2 Emer Generator + Switchgear, BQK	BQK	RS&H	Passero	Kimerly Horn
Master Plan and ALP Update BQK	BQK	RS&H	Kimerly Horn	Passero
Construct Runway 4-22 Rehab EMAS Drain Imp Part 1 Rehab + Infrastructure, SSI	SSI	RS&H	CMT	Passero
Design & Construct Perimeter Fencing Imp, SSI	SSI	Passero	RS&H	Kimerly Horn
EMAS and Drainage Imp Part 2 EMAS #1, SSI	SSI	RS&H	CMT	Passero
Acquire Recycle Center Parcel, SSI	SSI	Kimerly Horn	RS&H	Passero
EMAS and Drainage Improvements Part 3 EMAS #2, SSI	SSI	RS&H	CMT	Passero
Design Partial Re-alignment and extension of Taxiway A, SSI	SSI	RS&H	CMT	Passero
Design and Install Remote-Digital Tower for BQK/SSI	BQK/SSI	Kimerly Horn	N/A	N/A
General Services				
Independent Fee Estimates	BQK/SSI	All	All	All
PFC Applications	BQK/SSI	Kimerly Horn	All	All
DBE Program Completion	BQK/SSI	RS&H	Kimerly Horn	Passero
Grant Applications	BQK/SSI	RS&H	Kimerly Horn	Passero
CIP Documents	BQK/SSI	RS&H	Kimerly Horn	Passero
Update Exhibit A & ALP as needed	BQK/SSI	RS&H	Kimerly Horn	Passero
Obstruction Evaluations	BQK/SSI	RS&H	Avcon	All

Recommendation: Approve Engineering Services as indicated in the chart above.

XI. Chairman's Items

A. Strategic Plan Update

B. Brunswick Golden Isles Airport Customer Service and Airport Commission Stakeholders Surveys Report

C. Travel Approval - Chamber Washington D.C Fly-In September 14 -15, 2026

Recommendation: Approve Travel Expenses for a Commissioner to attend the Chamber Washington D. C. Fly-in and attend legislative meetings.

D. Travel Approval for Airport Commissioners to Attend the Georgia Airports Association Annual Conference and Expo in Savannah Wednesday October 7th – Friday October 9th

Recommendation: Approve travel expenses for Airport Commissioners to attend the GAA Conference in Savannah October 7-9, 2026.

**XII. Activity Report – Tiffany Landry, Assistant Director of Finance and Administration
(Enclosure B) [Link](#)**

A. Enplanement Report

B. Flight Reliability Report

C. Airport Operations

D. Rental Cars Report

E. Parking Lot Capacity – Brunswick Golden Isles Airport

XIII. Upcoming Events

- **Glynn County Airport Commission Monthly Meeting – Tuesday, August 18, 2026 – Brunswick Golden Isles Airport**
- **Georgia Airports Association Annual Conference and Expo – Wednesday – Friday, October 7 – 9, 2026 Hyatt Regency /Riverfront, Savannah**

XIV. Executive Session

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

XV. Return to Open Session

XVI. Adjournment

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, may contact the Glynn County Airport Commission at 912-265-2070. The Airport Commission will make reasonable accommodations for those persons with at least two business days' notice prior to the meeting.