



MINUTES
GLYNN COUNTY AIRPORT COMMISSION
July 21, 2026

COMMISSIONERS PRESENT

ED FARLEY, Chairman
DAVID FURNISH, Vice Chairman
DOUG HUTSON, Secretary-Treasurer
JEFF CULWELL
CEDRIC KING – via phone
WAYNE NEAL

STAFF PRESENT

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

LEGAL

HILLARY STRINGFELLOW
REES SUMERFORD

TENANTS AND PUBLIC PRESENT

DAREN PIETSCH
BRIAN THOMPSON
SUMMER GARCIA
PAUL CHRISTIAN

FRANK BARTANOWITZ
JEFF GRIFFITH
PAM SHIERLING

KEVIN KNIGHT
DAVID MANNING
SHERRI PRUITT

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, July 21, 2026 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 Hutson made a motion to accept the agenda.
Commissioner Culwell seconded the motion, and it carried: 5-0.

Public Comment

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

Pilot Recognition

Chipper Lewis and Philip Paradise recently earned their Private Pilot certificates with Cade Meuse, CFI of High Tide Aviation. They were unable to attend the meeting to receive their recognition plaques.

Approval of Minutes

Chairman Farley presented the June 16, 2026, Glynn County Airport Commission meeting minutes for approval and asked for any corrections or changes. None were stated.

Commissioner Furnish made a motion to approve the June 16, 2026 minutes.
Commissioner Neal seconded the motion, and it carried: 5-0.

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

Airport Commission Staff Salary Cost of Living Adjustment (COLA)

Glynn County included a 2.5% COLA in the annual budget. Previously the Airport Commission did not plan a COLA. In order to follow the County, staff is recommending a 2.5% COLA. There is no need for a budget amendment. There is money in the personnel budget due to open positions to cover this expense.

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

Commissioner Hutson made a motion to approve the recommendation.
Commissioner Neal seconded the motion, and it carried: 5-0.

Property – Terra Winslett, C.M. Property Director

Manning Aviation Construction Update Brunswick Golden Isles Airport

Manning Aviation is continuing to invest in the airport and recently completed construction of a 90'x 90' hangar. Davis Manning stated that the electrical work is now being finished. With the anticipation of another airline coming to BQK, plans moving forward include the expansion of the fuel farm to add another 20,000-gallon tank. This will make 90,000 gallons of fuel available for operations. T-hangar construction will begin soon. Chairman Farley thanked David Manning for expanding his business at the Brunswick Golden Isles Airport.

Operational Items – Vernon Bessing, Director of Facilities and Operations

Storm Damage – Brunswick Golden Isles Airport – On July 5, 2026 a lightning storm caused extensive damage to various equipment and facilities. The airfield electrical vault and components including control boards and regulators were damaged. The lightning struck the radio controller and traveled through the vault causing significant impact. Trinity Electric came out to assess the damage and make repairs. The regulators are over 20 years old and past their life expectancy. Parts can no longer be obtained for this obsolete equipment. The modem on the AWOS (Automated Weather Observing System) was destroyed and replaced. Staff is recommending that this equipment be included in the Capital Improvement Plan (CIP) for airfield electrical upgrades. The PAPIs (Precision Approach Path Indicator) were out for about a week. Radio control was out for a week. Regulators were turned on manually. Repairs have been made and the airfield electrical is operating at 100%. Upgraded lightning protection is necessary.

Compass Calibration Pad Recalibration and Recertification – Gulfstream – Brunswick Golden Isles Airport – Every five years, the Compass calibration pad requires recalibration and recertification. Gulfstream is the main user of the compass calibration pad and has offered to finance and coordinate the recalibrations and recertification. The Airport Commission will remark the pavement.

Girl Scout Troop Tour – Brunswick Golden Isles Airport -John Duncan, Leigh Newton and Craig Pace led twenty Girls Scouts on a tour of BQK and the fire station. Jerry Latvala's flew his plane to BQK and showed them how a pre-flight check is conducted. They were able to be on the airfield when the Delta flight took off. The firefighters gave them a demonstration of the ARFF truck. They learned about the history of BQK and were very interested in the entire tour. Chairman Farley thanked staff for hosting the tour.

Terminal Signage – Woody Woodside – Brunswick Golden Isles Airport – New signage honoring Woody Woodside was placed at the entrance to the BQK terminal. A bust of Woody Woodside will also be installed in the terminal. A dedication ceremony is being planned with a date to be determined.

Capital Improvement Projects Update

ARFF Station Construction Project Update (Project #185-C) – Brunswick Golden Isles Airport – The ARFF station construction is progressing and is on schedule. It should be completed in January 2027.

Passenger Terminal Parking Lot Expansion Phase 2 Update (Project #194) – Brunswick Golden Isles Airport – The contract has been awarded. Funding is in place. Construction is anticipated to begin in September 2026.

Skylane Infrastructure Development Phase 2 Update – (Project 215-D) – St. Simons Island Airport – The contract has been awarded. The financial package is being finalized. The project schedule is nine months.

Airfield Safety and EMAS Project Update (Project 213C) – St. Simons Island Airport – This project is in the design phase. Work on the field has been completed – the survey, geo-tech, underground storm water assessment, and the aerial has been flown for assess obstructions.

Runway 16-34 Crack seal, Sealcoat – St. Simons Island Airport – The secondary runway needs crack seal. Grant funding for this project has already been executed. The project will have to go out for bids. The project will be done in two phases. It should be completed in 30 days.

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 to be completed 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 Consultant Engineering Services as indicated in the chart above.

Commissioner Furnish made a motion to accept the recommendation.

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

Commissioner Culwell abstained.

Chairman's Items

Strategic Plan Update – Shawna Williams explained that new items have been added to the Strategic Plan with the new budget year. There are a total of 125 tasks on the plan. To date, 47% have been completed, 29% are in process, 185 are pending and 6% have been deferred. The Strategic Plan will be reviewed in detail later today. The Chairman explained that during the review today, additional objectives may be added. When the new list is finalized, it will be sent out to all the Commissioners for further input.

Brunswick Golden Isles Airport Customer Service and Airport Commission Stakeholders Surveys Report –

Summer Garcia conducted a set of surveys. The first was the Brunswick Golden Isles Airport customer survey for BQK passengers. Very good feedback was received from the customers. Our top opportunities are more destinations, security consistency, baggage delivery, and more amenities such as more chargers for mobile devices. The second survey was a GCAC stakeholder survey which reached over 400 people. It received great feedback - 98% rated their overall experiences as Excellent or Good. Top priorities are air service development, tenant support and expansion, infrastructure upgrades, community engagement and process efficiency and coordination. The surveys and report will be provided to local newspapers to announce the results to the community.

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. Commissioner King has agreed to attend.

Commissioner Hutson made a motion to approve the recommendation.

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

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.

Commissioner Neal made a motion to approve the recommendation.

Commissioner Culwell seconded the motion, and it carried:5-0.

Activity Report – Tiffany Landry, Assistant Director of Finance and Administration

Enplanement Report – There were 5,356 enplanements in June. We have approximately 30,000 enplanements for the year so far.

Flight Reliability Report – For June, 87% of flights were on time, 11% were delayed (one for maintenance, eight were due to weather, three for crew), 2% were cancelled.

Airport Operations – The airports use the ADS-B system for counting operations. At BQK for June, there was a record high of 2,157 and at St. Simons Island Airport for June that total was 3,081. Some aircraft do not have the ADS-B equipment, so the actual numbers would be higher. A new activity tracking system is being implemented by the State, and it is expected to be completed this year at all the airports. Funding is tied to airport operations. By not tracking aircraft that do not have ADS-B equipment, it makes the operations number artificially low.

Rental Cars Report – For May the numbers were strong. The total gross receipts were \$380,593.

Parking Lot Capacity – Brunswick Golden Isles Airport – For June the average number of cars in the parking lot was 289. The 90% capacity number is 313. This high-capacity figure helps justify the need for the parking lot expansion program.

Upcoming Events

The Glynn County Airport Commission Monthly Meeting scheduled for Tuesday, August 18, 2026 at the Brunswick Golden Isles Airport has been cancelled. If a meeting is needed, a Special-Called meeting will be scheduled.

Georgia Airports Association Annual Conference and Expo – Wednesday – Friday, October 7 – 9, 2026 Hyatt Regency /Riverfront, Savannah

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).

**At 9:28 a.m. Commissioner Furnish made a motion to enter Executive Session
Commissioner Hutson seconded the motion, and it carried: 5-0.**

Return to Open Session

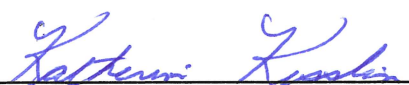
Open Session resumed at 10:15 a.m.

Adjournment

**Commissioner Culwell made amotion to adjourn.
Commissioner Furnish seconded the motion and it carried:5-0.**

The meeting adjourned at 10:16 a.m.



David Furnish, Vice Chairman

Attest, Katherine Kissling



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 July 21, 2026.

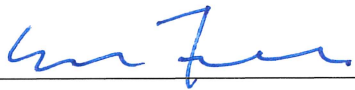
(2) The subject matter of the closed portion of the meeting, which was closed for purpose of the discussion of Real Estate matters as allowed under O.C.G.A. §50-14-3(b)(1)(B), Personnel matters as allowed under O.C.G.A. §50-14-3(b)2 and Legal matters as allowed under O.C.G.A. §50-14-2 and were devoted 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 21st day of July, 2026.

Sworn to and subscribed before me, who is personally known

this 21st day of July, 2026.


Ed Farley, Chairman


Notary Public
My Commission Expires: May 29, 2029

NOTARIAL SEAL

