Glynn County Airport Commission

# MINUTES
# GLYNN COUNTY AIRPORT COMMISSION
# September 22, 2026

**COMMISSIONERS PRESENT**

ED FARLEY, Via Zoom
DAVID FURNISH, Acting Chairman
JEFF CULWELL
CEDRIC KING
WAYNE NEAL

**STAFF PRESENT**

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

**LEGAL**

HILLARY STRINGFELLOW

**TENANTS AND PUBLIC PRESENT**

CORMAC BIDDLE
BRIAN THOMPSON
SHANNON MURRAY
JERRY LATVALA
FRANK BARTANOWITZ
JEFF GRIFFITH
PAM SHIERLING
LANRE OLANIYAN
ALLISON MILLER
DAVID MANNING
DAVID BENJAMIN

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, September 22, 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 9:02 a.m. by Acting Chairman Furnish . He welcomed attendees and thanked everyone for coming.

**Invocation and Pledge of Allegiance** – Commissioner King gave the invocation and led the Pledge of Allegiance.

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

**Commissioner Culwell made a motion to accept the agenda.**
**Commissioner Neal seconded the motion, and it carried: 4-0.**

**Public Comment**

Acting Chair David Furnish asked for any public comments or requests to speak. None were submitted. He welcomed everyone to the meeting.

**Pilot Recognition**

Commission Culwell presented Cormac Biddle with a recognition plaque to commemorate his recently earned Private Pilot certificate with Wings of Grace Ministries. His mother was in attendance. The Airport Commissioners congratulated him.

**Approve Glynn County Airport Commission Meeting Minutes**

**Glynn County Airport Commission monthly meeting minutes for July 21, 2026**
**Recommendation: Approve the Glynn County Airport Commission monthly meeting minutes for July 21, 2026.**

**Commissioner Culwell made the motion to approve the July 21, 2026 meeting minutes.**
**Commissioner King seconded the motion and it carried: 4-0.**

**Finance and Administration**

**Introduction – Chelsie Smith, Finance and Administration Coordinator** – Tiffany Landry introduced Chelsie Smith. She has been hired as the Finance and Administration Coordinator. She was previously in the role of Courtesy Representative. Vernon Bessing has advertised the Courtesy Representative position and has conducted interviews. He has selected the top candidate and anticipates finalizing the hiring process in early October.

**Fourth Quarter Financial Report Fiscal Year 2025-26**

Tiffany Landry presented the fourth quarter unaudited Financial Report. Earned revenues at the end of the fourth quarter were at 107.50% of budget. Expenses at 4th quarter end were 89.7% of budget. This allowed

$957,693 to be allocated to the capital program. The year-to-date revenue comparison fixed leases were slightly above budget, variable agreements and PFC collection were above budget. Advertising and Operating miscellaneous were right on target. Interest was higher than projected. For the expense budget, personnel was lower than budgeted due to the two open positions last year. One is now filled by Chelsie Smith, and interviews will begin soon for the Marketing Director position. LEO is right on target. Administration, Maintenance and Safey Ops were all slightly below the projected budget. Utilities were right on target. The capital projects budget is $30.8 million. Of that, $6.8 million has been received in the form of federal and state grants and $9.6 million has been expended through June 30th.

**TSA LEO Reimbursement Program** – Law enforcement support for passenger screening is mandated by the federal government. Reimbursement for this program by the federal government will be reinstated and partial reimbursement will begin again in September 2026 – Brunswick Golden Isles Airport. The reimbursement program was discontinued in May 2024. The new 2026 rate will be $25.00 for four hours a day which totals $36,500/year for the period of September 2026 through August 2027. The Airport Commission's actual cost for 12 hours of LEO coverage each day totals approximately $130,000 a year.

**Grant Acceptance – Construct Passenger Terminal Parking Lot Expansion Phase 2 (BQK Project #194) Brunswick Golden Isles Airport** – Accept GDOT grant #AP027-9000-72 in an amount not to exceed $39,710.20 and authorize the Executive Director to execute all necessary documentation.

**Recommendation: Authorize the Executive Director to execute all necessary documentation for GDOT Grant #AP027-9000-72 in an amount not to exceed $39,710.20 and recommend approval to Glynn County, subject to legal review.**

**Commissioner King made the motion to approve the recommendation.**
**Commissioner Neal seconded the motion and it carried: 4-0.**

**Strategic Plan Update** – Shawna Williams explained that there are 137 total initiatives in ten strategic areas. The current status is 47% of the items have been completed, 29% are in process, 18% are pending and 6% have been deferred. The largest area for completed initiatives is the infrastructure/equipment/capital needs category. Many of the items included in the plan are on today's meeting agenda and will be discussed later during this meeting. An updated document will be sent to the Airport Commissioners soon.

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

**Glynco Manning Aviation, Inc. to Southern Aircraft Maintenance, Inc. New Sublease and Hangar Relocation – Brunswick Golden Isles** Airport -The current aeronautical sublease premises at 704 Connole Street, Parcel 4 – West Aviation Area is 11,250 sq. ft, with annual rent of $2,706.96. Current term of 20 years with three five-year options will expire November 30, 2026.
New Sublease Terms: Premise - Lot 5, 457 Aviation Parkway (East General Aviation). Change ownership from Glynco Manning Aviation, Inc. to Southern Aircraft Maintenance, Inc. Proposed capital development is $260,000 for the relocation of the Parcel 4 hangar. The term will be 25 years beginning December 1, 2026 and expiring November 30, 2051. Use of premise is aeronautical use only.

**Recommendation: Approve the Southern Aircraft Sublease and recommend approval to the Golden Isles Development Authority, pending legal review.**

**Commissioner King made the motion to approve the recommendation.**
**Commissioner Neal seconded the motion and it carried: 4-0.**

**AirStat, Inc. Office Facility Lease – Brunswick Golden Isles** – Premises: 500 Connole Street. Sublease use will be administrative and office space in support of flight operation, aircraft maintenance, and pilot records. Parking will be allocated adjacent to the facility. Lease term will begin October 1, 2026 and expire September 30, 2027, with the mutual option to renew annually. Facility rental rate will be $9,375.00 annually with an annual CPI rate adjustment.

**Recommendation: Approve the proposed lease terms, subject to legal review.**

**Commissioner King made the motion to approve the recommendation.**
**Commissioner Farley seconded the motion and it carried: 4-0.**

**Wings of Grace Ministries, Inc. – Brunswick Golden Isles Airport – Ribbon Cutting – Tuesday, October 13th 4:30** – Damon Whitlow invited everyone to attend the Wings of Grace Ribbon Cutting at their newly painted hangar. Chairman Farley will be the keynote speaker at the event.

**Operational Items – Vernon Bessing, Director of Facilities and Operations**

**Electrical Vault Storm Damage Repairs Update – Brunswick Golden Isles Airport** – There have been two lightning strikes at BQK which damaged the electrical vault and other equipment. Repairs were made after the initial lightning damage. Lightning struck again which damaged new equipment and other equipment. An insurance claim was filed for the first lightning strike. The insurance claim paid $31,203.75. The cost of repairs for the second lightning strike was approximately $84,000. A claim will be filed with the insurance company for reimbursement. Many of the parts are obsolete and need to be upgraded.

**Compass Calibration Pad Recalibration and Recertification – Gulfstream – Brunswick Golden Isles Airport** – Recently the compass calibration pad was recertified and remarked. Gulfstream paid to have the compass calibration pad recertified and the Airport Commission paid for the painting. Over the past five years, the line has moved 3.5 degrees.

**Full Scale Emergency Triannual Exercise March 2027 – Brunswick Golden Isles Airport** – The FAA Part 139 rules require the airport and local Glynn County emergency agencies train together in a full-scale emergency exercise every three years.

**RSM Golf Classic Planning - November 16 – 22, 2026 – St. Simons Island Airport** – On Saturday and Sunday, November 21st and 22nd Runway 16-34 will be closed and utilized for parking during the RSM Golf Classic.

**ARFF (Aircraft Resue and Fire Fighting) Truck Repairs – Brunswick Golden Isles Airport** – The ARFF truck is over 20 years old. The turrets are not working reliably and need repairs. The parts are obsolete. Both turrets need to be replaced. The brakes on the front and back also need to be replaced. A budget amendment may be needed to pay for maintenance on the ARFF truck. The purchase of a new truck is planned.

**Capital Improvement Projects Update**

**ARFF Station/County Station 5 Construction Project Update (Project #185-C) – Brunswick Golden Isles Airport** – Construction is progressing and is on schedule. An opening day is expected in January 2027.

**Passenger Terminal Parking Lot Expansion Phase 2 Update (Project #194) – Brunswick Golden Isles Airport** – The final grant is in the approval process. A Notice to Proceed is expected to be ready next week. The contractor is ready to begin the project. A Limited Notice to Proceed was previously issued.

**Skylane Infrastructure Development Phase 2 Update – (Project 215-C) – St. Simons Island Airport** – The Airport Commission is beginning the Skylane Infrastructure Development Phase 2 project. Tenants are planning private hangar development. The contractor has been selected. Funding is in place. Brian Thompson, engineer for RS&H Inc. explained that comments from Glynn County have been received. Some pipe depths need to be verified. The bulk of the response should be complete next week.

**Airfield Safety and EMAS Project Update – St. Simons Island Airport (Project 213C)** – This project will rehabilitate the main runway 4-22 and also install EMAS (Engineered Materials Arresting System) at both ends of the runway. This is a very expensive project with multiple phases over multiple years. The FAA is providing funding for this project. Half the State's discretionary money will be allocated to this project. The runway could be closed for three months. The cost would be tripled if the work were done at night. Commissioner Furnish asked if the hospitality community would be notified of the runway closure in advance. Businesses and groups plan conferences at Sea Island far in advance expecting to have the convenience of flying into the St. Simons Island Airport. Current reservations at Seal Island extend out to 2032. He recommended a communication plan. The FBO has requested that the work be done over the summer for the least impact. The shorter runway 16-34 will remain open and BQK also serves as an alternative facility.

**Runway 16-34 Crack Seal, Sealcoat – St. Simons Island Airport (Project 223)** – This project was considered in an existing grant. The State is allowing the grant funds to be moved to the Skylane Infrastructure project. The seal coat project therefore will be moved to a future date, probably 2028.

**North Taxiway Design – Brunswick Golden Isles Airport (Project 176)** – This project is for economic development for current and future tenants. The design is being finalized.

**Master Plan Update – Brunswick Golden Isles Airport** – The BQK Master Plan is scheduled for an update in the comping fiscal year. There will be a meeting for the Master Plan project today. A partial Master Plan update for the St. Simons Island Airport was done recently.

**Chairman's Items**

**Georgia Department of Transportation Award – Airport Commission Staff – Aviation promotion and community engagement** – Jeff Griffith from the Georgia Department of Transportation presented the Airport Commission with a plaque recognizing them for outstanding aviation promotion and community engagement.

**Employee Achievement – Katherine Kissling, A.C.E., GRMP - Georgia Master Clerk** - Executive Director Robert Burr presented Katherine Kissling with an achievement plaque to recognize her completion of the University of Georgia Carl Vinson Clerks Institute Advanced Management Development Program. Ms. Kissling explained that she became a Certified Georgia County Clerk in 2022. At that time, she began the coursework for the Clerks Management program. In February 2026 she completed the coursework and participated in a graduation ceremony at the University of Georgia Athens campus in September. Few certified Georgia Clerks have completed this rigorous curriculum. Mr. Burr and the Airport Commissioners congratulated her. She thanked them for the opportunity to complete this distinguished program.

**Appoint Nominating Committee for Candidate Selection - Airport Commission Seat** – Commissioner Farley's first Airport Commission term will expire December 31, 2026. He is eligible for reappointment to a second five-year term. An advertisement ran in The Brunswick New September 1st and 16th requesting letters of interest. The application period will close October 1, 2026. Acting Chairman David Furch requested volunteers to for a Nominating Committee. Commissioners Culwell and King volunteered to participate. The committee will review letters of interest and make a recommendation to the Commission. The Airport Commission will make a selection and recommend that individual to the Golden Isles Development Authority for appointment.

**Commissioner Neal made a motion to appoint Commissioners Culwell and King.**
**Commissioner King seconded the motion and it carried: 4-0.**

**Executive Director's Items**

**Military Operations Area (MOA)** – The military previously attempted to significantly expand the Military Operations Area. That proposal was rescinded. The FAA is conducting discussions with the military regarding coastal Georgia airspace use which could impact the economic viability of our airports and the aviation community. The FAA does not have a new formal proposal yet. This issue was addressed when Commissioners King and Neal went to Washington with Robert Burr to meet with legislators.

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

**Enplanement Report** – For August there were 5,239 enplanements.

**Flight Reliability Report** – In August 82 % of flights were on time, 17% were delayed due to crew or weather. One flight was cancelled, which is consistent with other airports.

**Airport Operations** – In August there were 1,493 operations at the Brunswick Golden Isles Airport and 2,043 operations at the St. Simons Island Airport.

**Rental Cars Report** – July gross receipts for car rentals at both airports totaled $364,021.

**Parking Lot Capacity – Brunswick Golden Isles Airport** – The average inventory for the month of August was 295 cars. The 90% capacity figure is 313. The main parking lot is nearing operational capacity. Construction on the parking lot expansion will begin soon. A Limited Notice to Proceed has been issued.

**Upcoming Events**

- **Chamber Woody Woodside Dedication Ceremony, Tuesday, September 29, 2026 1:30 p.m. Brunswick Golden Isles Airport (*By invitation only*)**
- **Georgia Airports Association Annual Conference and Expo – Wednesday – Friday, October 7 – 9, 2026 Hyatt Regency /Riverfront, Savannah**
- **Glynn County Airport Commission Monthly Meeting – Tuesday, October 20, 2026 St. Simons Island Airport**

**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).*

**Commissioner King made a motion to enter Executive Session at 9:56 a.m.**
**Commissioner Culwell seconded the motion and it carried: 4-0.**

**Return to Open Session**

**Commissioner Culwell made the motion to return to Open Session.**
**Commissioner King seconded the motion and it carried- 4-0.**

**Adjournment**

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

**The meeting was adjourned at 10:30 a.m.**

**Ed Farley, Chairman**

**David Furnish, Vice Chairman**

**Katherine Kissling, Attest**

Brunswick Golden Isles Airport | St. Simons Island Airport at McKinnon Field

Glynn County Airport Commission

**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, **David Furnish** who, after being duly sworn, deposes and, on oath, states the following:

(1) I was the Acting Chairman of a meeting of the Glynn County Airport Commission meeting held on September 22, 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 22nd day of September, 2026.

Sworn to and subscribed before me, who is personally known.

this 22nd day of September, 2026.

**David Furnish, Acting Chairman**

Katherine Wilkinson Kissling

Notary Public

My Commission Expires: May 29, 2029

NOTARIAL SEAL

KATHERINE WILKINSON KISSLING NOTARY PUBLIC GEORGIA EXPIRES 05-29-2029 GLYNN COUNTY