

BRUNSWICK AND GLYNN COUNTY DEVELOPMENT AUTHORITY

MINUTES – February 5, 2019 at 9:00 AM
Chamber Large Board Room

BOARD MEMBERS PRESENT

JACK KILGORE
JONES HOOKS
WAYNE JOHNSON
BILL AUSTIN
PAULO ALBUQUERQUE

BOARD MEMBERS ABSENT

OTHERS PRESENT

RYAN MOORE, STAFF
JOAN HEARN, STAFF
REES SUMERFORD, COUNSEL
SHAWN SLAY, GREATER WORKS MINISTRIES
ROB BURR, GCAC
TERRA WINSLETT, GCAC
SHAWNA WILLIAMS, GCAC
JULIE MARTIN, CITY COMMISSIONER
BILL BRUNSON, COUNTY COMMISSIONER
ALAN OURS, COUNTY MANAGER
GORDON JACKSON, BRUNSWICK NEWS

I. CALL TO ORDER

Chairman Paulo Albuquerque called the meeting to order at 9:00am.

II. INVOCATION

Minister Shawn Slay gave invocation.

III. PLEDGE OF ALLEGIANCE & WELCOME GUESTS

Chairman Paulo Albuquerque welcomed guests.

IV. PUBLIC COMMENT

Chairman Paulo Albuquerque invited public comments from the guests.

V. ACCEPT AGENDA

A MOTION was made by Bill Austin, seconded by Wayne Johnson and passed unanimously to amend the agenda to include the Georgia Pacific/Sterling Plant Closure, KIA announcement and new position at the Authority for a Director under Information Items. The MOTION carried unanimously: 5-0

VI. APPROVAL OF MEETING MINUTES

A MOTION was made by Jack Kilgore and seconded by Bill Austin to approve the December 3, 2018 Meeting Minutes as presented. The MOTION carried unanimously: 5-0.

VII. CHAIRMAN ITEMS

No items to discuss.

VIII. NEW BUSINESS

Consider Amended:

- Bylaws - Paulo Albuquerque and Jack Kilgore
A MOTION was made by Bill Austin and seconded by Jack Kilgore to approve the changes as presented, subject to legal review. The MOTION carried unanimously: 5-0
- Financial Policy – Paulo Albuquerque and Jack Kilgore
A MOTION was made by Wayne Johnson and seconded by Bill Austin to approve the changes as presented. The MOTION carried unanimously: 5-0

IX. FINANCIALS - Joan Hearn

Joan Hearn reported that non-current assets are down due to our capital leases being paid down. Non-current liabilities are down due to paying off notes. Operating and capital is at 50% halfway through the year and on track for the year.

A MOTION was made by Jones Hooks and seconded by Jack Kilgore to approve the December financials as presented. The MOTION carried unanimously: 5-0.

X. UPDATES

President's Information Items:

- **Georgia Pacific - Sterling Plant Closure**
Ryan Moore reported on the plant closure with approximately 120 employees affected with half of them seeking a job. The Authority and Chamber are working with manufacturers in the area to help with positions in Glynn County. More to come.
- **KIA Announcement**

Ryan Moore announced Kia will be importing parts for their 8 passenger Telluride through Savannah, build them in West Point and ship them out via Brunswick. More to come.
- **New Position at Authority for Director**
Ryan Moore reported on the Director of Business Development position. This position will be an outreach focused person that will be going out in the community building relationships with brokers, project managers, and site selection consultants. Marketing and business development background would be beneficial to the position. The position will go live a next few days. More to come.

- **Projects Report**

Ryan Moore reported that the Authority has 14 active projects with 2 new projects both of which are aerospace related with the need for a 10,000sf runway. There are three existing industry's with expansion possibility.

- **Board Retreat**

Ryan Moore thanked the board for attending the retreat with more to come on the end project.

- **Action Items Outcomes**

- No action items to report

- **New Action Items**

- None currently.

XI. GCAC

A. Transfer of Bulldog Hangar #8 from Brad Brumbach to Bill Beckham

SSI Airport – Mr. Brad Brumbach requested to assign Bulldog Hangar #8 to Mr. Bill Beckham. The GCAC and EDA provided the Executive Director the authorization to complete internal aeronautical association hangar unit transfers at the time of the sale. The authorization was limited to the aeronautical use and the hangar association being in good standing. This request does meet those qualification and approved by the Executive Director.

B. Temporary Control Tower – SSI Airport and Addition to the Rates and Fee Schedule

A MOTION was made by Bill Austin and seconded by Jones Hooks to approve the implementation of a Special Event Services Fee of \$75.00 for aircraft over 12,500 lbs. that utilize the SSI Airport only during the period of March 6-10, 2019 to cover the expense of providing the additional services, resulting in a revenue neutral position and providing safety and service enhancements. The MOTION carried unanimously: 5-0.

C. GCAC Budget Amendment #1 FY 2018-2019

A MOTION was made by Jones Hooks and seconded by Wayne Johnson to approve the Budget Amendment #1 Fiscal Year 2018-2019 as presented. The MOTION carried unanimously: 5-0.

D. GCAC FY 2017-2018 Year End Review and Audit Results

A MOTION was made by Jack Kilgore and seconded by Wayne Johnson to approve the annual review and audit results for acceptance as presented. The MOTION carried unanimously: 5-0.

Informational Items:

GCAC New Officers
Airport Ordinance Review Committee
MOU Committee of the GCAC
Aviation Career Day – March 2, 2019
February Airport Commission Meeting Date Changed to Tuesday, February 26, 2019 at 9:00am

XII. IMPORTANT DATES

- Development Authority Board Meeting – March 5th, Large Board Room, Tuesday at 9am

XIII. CLOSED SESSION

- A. Closed Session - Real Estate OCGA Section §50-14-3(b)(1)(B)
- B. Closed Session – Discussion of Pending or Potential Litigation OCGA Section §50-14-2
- C. Closed Session – Discussion of Personnel OCGA Section §50-14-2(b)(2)

A **MOTION** was made by Bill Austin and seconded by Wayne Johnson to enter into Closed Session to discuss Real Estate OCGA Section §50-14-3(b)(1)(B), Pending or Potential Litigation OCGA Section §50-14-2 and Personnel OCGA Section §50-14-2(b)(2). The **MOTION** carried unanimously: 5-0.

A **MOTION** to was made by Jack Kilgore and seconded by Wayne Johnson to return to Open Session. The **MOTION** carried unanimously: 5-0.

Returned to Open Session

A **MOTION** was made by Jack Kilgore, seconded by Wayne Johnson and passed unanimously to amend the agenda to include discussion of Coastguard Letter of Support. The **MOTION** carried unanimously: 5-0

A **MOTION** was made by Bill Austin and seconded by Jack Kilgore to approve to provide a Coastguard Letter of Support as presented subject to review by legal review and President of Authority. The **MOTION** carried unanimously: 5-0.

A **MOTION** was made by Jack Kilgore and seconded by Bill Austin to accept the Employee Handbook Revisions as presented in closed session. The **MOTION** carried unanimously: 5-0.

XIV. ADJOURN

A **MOTION** to adjourn was made by Jack Kilgore and seconded by Bill Austin. The **MOTION** carried unanimously: 5-0. The meeting adjourned at 12:00noon.

Chairman Paulo Albuquerque

Attest:

Sherri Pruitt
Office Coordinator/ Brunswick and Glynn County Development Authority