



Gwinnett County Airport Authority Minutes

Wednesday, December 21, 2022 – 6:00 pm

600 Briscoe Boulevard, Lawrenceville, and Video Teleconference

Present: Tip Cape, Om Duggal, Matt Houser, Andy Isburgh, Demetrius Jordan

1. Call to Order
2. Opening Remarks from Authority
{None}
3. Adoption of Agenda
{Action: Approved; Motion: Houser, Second: Isburgh, Vote: 3-0: Cape – Yes, Houser – Yes, Isburgh – Yes}
4. Approval of Minutes
 - a. Approval of meeting minutes from November 10, 2022
{Action: Approved; Motion: Isburgh, Second: Houser, Vote: 5-0: Cape – Yes, DugGal – Yes, Houser – Yes, Isburgh – Yes, Jordan – Yes}
5. Consultant's Report
{Report given}
6. Old Business
{None}
7. New Business
 - a. Consideration and Approval of Storage Space Lease Agreement with Flight Level 360 for a hangar end unit adjacent to Hangar A-4.
{Action: Approved; Motion: Houser, Second: Jordan, Vote: 5-0: Cape – Yes, DugGal – Yes, Houser – Yes, Isburgh – Yes, Jordan – Yes}
 - b. Award RP029-22, Provision of Fixed Based Operator Services for the Gwinnett County Airport, to Sheltair Aviation LZU, LLC. The initial term of this lease shall be 25 years. This lease may be automatically renewed for three (3) additional five (5) year terms for a total lifetime term of 40 years. Lease agreement to follow award. Subject to approval as to form by the Law Department.
{Action: Approved; Motion: Houser, Second: Isburgh, Vote: 5-0: Cape – Yes, DugGal – Yes, Houser – Yes, Isburgh – Yes, Jordan – Yes}
 - c. Authorization for Chairman to approve short-term leases not to exceed 90 days, if requested by existing sub-tenants at the airport and recommended for approval by the airport manager, to be effective upon the expiration of their leases at an amount not to exceed their current monthly lease rates. Any and all leases shall be subject to approval as to form by the Law Department.
{Action: Approved; Motion: Houser, Second: Jordan, Motion – "Authorization for

Chairman to approve short-term leases not to exceed 90 days, if requested by existing sub-tenants at the airport, and recommended for approval by the airport manager, to be effective upon the expiration of their leases with Gwinnett Aero, LLC., at an amount not to exceed their current monthly lease rates. Any and all leases shall be subject to approval as to form by the Law Department. Authorization for the Chairman to take this action shall only exist until the next meeting of the Gwinnett County Airport Authority." Vote: 5-0: Cape – Yes, DugGal – Yes, Houser – Yes, Isburgh – Yes, Jordan – Yes}

{Action: Approved, Motion: Houser, Second: Isburgh, Motion – "Amend approval of Item C under New Business to state: 'Authorization for Chairman to approve short-term leases not to exceed 90 days, if requested by existing sub-tenants at the airport or Gwinnett Aero, LLC., and recommended for approval by the airport manager, to be effective upon the expiration of their leases with Gwinnett Aero, LLC., or the expiration of the lease with Gwinnett Aero, LLC., at an amount not to exceed their current monthly lease rates. Any and all leases shall be subject to approval as to form by the Law Department. Authorization for the Chairman to take this action shall only exist until the next meeting of the Gwinnett County Airport Authority'."}

8. Airport Director/Assistant Airport Director's Report
{Report given}
9. Director of Transportation/Assistant Director of Transportation/Deputy Director of Transportation's Report
{Report given}
10. Public Comment
{Comments Received}
11. Executive Session
{None}
12. Adjournment
{Action: Approved; Motion: Houser, Second: Jordan, Vote: 5-0: Cape – Yes, DugGal – Yes, Houser – Yes, Isburgh – Yes, Jordan – Yes}

03/9th/2023.
(Date)


Om DugGal, Secretary
Gwinnett County Airport Authority