

**Gwinnett County Airport Authority Minutes****Meeting of Thursday, June 12, 2025 – 6:00 pm**

600 Briscoe Boulevard, Lawrenceville, and Video Teleconference

**Present:** Kenneth Green, Stan Hall, Farooq Mughal, Marcus Strickland**Absent:** Doug Cotter

1. Call to Order 6:00 p.m.
2. Opening Remarks from Authority  
{None}
3. Adoption of Agenda  
{Action: Approved; Motion: Green, Second: Mughal, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
4. Approval of Minutes
  - a. Approval of Meeting Minutes from April 10, 2025  
{Action: Approved; Motion: Strickland, Second: Green, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
5. Executive Session  
{Action: Approved; Motion to Enter Executive Session: Strickland, Second: Green, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}  
{Action: Approved; Motion to Exit Executive Session: Strickland, Second: Green, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
6. Consultant's Report  
{None}
7. Old Business
  - a. Discussion of Lease Extension Request from Mr. Lea Williams for 530 Briscoe Boulevard (Tabled on 4/10/2025)  
{Action: Approved; Motion to Table to July 10, 2025: Strickland, Second: Mughal, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
  - b. Approval of a Gwinnett County Airport Landing Fee Policy  
{Action: Approved; Motion: Strickland, Second: Green, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
  - c. Discussion of Provision of Airport Landing Fee Billing and Collection Services Request for Proposals (RFP) requirements (Tabled on 4/10/2025)  
{Action: Approved; Motion to Table to August 14, 2025: Strickland, Second: Mughal, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}

- d. Appointment of an Authority member to the Provision of Airport Landing Fee Billing and Collection Services RFP Selection Committee (Tabled on 4/10/2025)  
{Action: Approved; Motion to Table to August 14, 2025: Strickland, Second: Mughal, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}

8. New Business

- a. Approval of First Amendment to Lease Agreement between the Gwinnett County Airport Authority and GMD Properties, LLC.  
{Action: Approved; Motion: Green, Second: Strickland, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
- b. Approval of First Amendment to Lease Agreement between the Gwinnett County Airport Authority and The Flight School of Gwinnett, Inc.  
{Action: Approved; Motion: Strickland, Second: Green, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
- c. Approval to award RP007-25 Provide Aviation Demand Professional Services on an Annual Contract to RS&H, Inc.  
{Action: Approved; Motion: Mughal, Second: Strickland, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
- d. Approval of Antenna & Equipment Space Lease between the United States of America Department of Transportation Federal Aviation Administration and Gwinnett County, subject to approval by the Law Department.  
{Action: Approved; Motion: Strickland, Second: Mughal, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
- e. Discussion of RFP requirements for 450 Briscoe Boulevard, 510 Briscoe Boulevard – Building, 510 Briscoe Boulevard – Ramp, and 520 Briscoe Boulevard.  
{Discussion held}
- f. Appointment of an Authority member to the 450 Briscoe Blvd., RFP Selection Committee.  
{Action: Approved; Motion to Appoint Cotter to the 450 Briscoe Blvd., RFP Selection Committee: Strickland, Second: Green, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
- g. Appointment of an Authority member to the 510 Briscoe Blvd. – Building, RFP Selection Committee  
{Action: Approved; Motion to Appoint Mughal to the 510 Briscoe Blvd. – Building, RFP Selection Committee: Strickland, Second: Green, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}



- h. Appointment of an Authority member to the 510 Briscoe Blvd. – Ramp, RFP Selection Committee.  
{Action: Approved; Motion to Appoint Mughal to the 510 Briscoe Blvd. – Ramp, RFP Selection Committee: Strickland, Second: Green, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
- i. Appointment of an Authority member to the 520 Briscoe Blvd., RFP Selection Committee.  
{Action: Approved; Motion to Appoint Strickland to the 520 Briscoe Blvd., RFP Selection Committee: Green, Second: Mughal, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}
- 9. Airport Director/Assistant Airport Director's Report  
{Report given}
- 10. Director of Transportation/Assistant Director of Transportation/Deputy Director of Transportation's Report  
{Report given}
- 11. Public Comment  
{Comments given}
- 12. Adjournment  
{Action: Approved; Motion to Adjourn: Green, Second: Mughal, Vote: 4-0: Green – Yes, Hall – Yes, Mughal – Yes, Strickland – Yes}

08-14-2025

(Date)

Marcus R. Strickland

Marcus Strickland, Secretary  
Gwinnett County Airport Authority