



PUBLIC SERVICES COMMITTEE MEETING AGENDA

Commission Chamber

Tuesday, August 26, 2025

1:00 PM

PUBLIC SERVICES

- 1.** Motion to approve **Change Order #2** to C.W. Matthews' Contract (25BFA147).
- 2.** Motion to approve temporary exceptions to Ordinance Sec. 7-1-119 to facilitate residential reconstruction efforts led by Mennonite Disaster Service (MDS) in response to Hurricane Helene—including state licensure exemptions and permission for MDS to assist homeowners, acting as General Contractor, with permit application preparation—and to waive the second reading to expedite recovery efforts.
- 3.** Motion to **approve** the minutes of the August 12, 2025 Public Services Committee Meeting.



Public.Service.Committee.Meeting

Meeting Date: 08/15/25

Augusta Regional Airport (AGS) – Reconstruct Taxiway F – Change Order #2 – 25BFA147

Department:	Augusta Regional Airport (AGS)
Presenter:	Herbert L. Judon, Jr., Airport Executive Director
Caption:	Motion to approve Change Order #2 to C.W. Matthews' Contract (25BFA147).
Background:	CW Matthews is currently contracted to reconstruct Taxiway F. This requested Change Order #2 includes the work associated with the installation of new adjustable taxiway edge light cans. Mead & Hunt has evaluated the change order request provided and finds that the costs associated with the line items are acceptable and are within the unit prices provided as part of the original contract/bid. The original contract value for C.W. Matthews was \$8,128,418.19. It is hereby requested that the Aviation Commission approve this Change Order #2 in the amount of \$20,021.50.
Analysis:	This Change Order will result in a Net Increase to the overall project. This Change Order has been reviewed by Airport Legal Counsel, Mr. Robert Kerr
Financial Impact:	This project is funded through a Federal Aviation Administration (FAA) – Airport Improvement Program (AIP) Grant.
Alternatives:	N/A
Recommendation:	Approve Change Order #2 to C.W. Matthews' Contract.

**Funds are available in 551081304-5412110
the following accounts:**

REVIEWED AND N/A
APPROVED BY:



C. W. MATTHEWS CONTRACTING COMPANY

DRAWER 970

MARIETTA, GEORGIA 30061

TELEPHONE (770) 422-7520

FAX (770) 422-1068

June 26th, 2025

Augusta Taxiway F Reconstruction
1501 Aviation Way, Augusta, GA 30906

RE: Adjustable Light Cans

Mr: Scott

Please accept this letter as a formal proposal for the costs associated with the addition of adjustable light cans.

The total cost for the materials required to complete the scope of work is **\$20,021.47**. This amount includes no markup by C.W. Matthews or the subcontractor and will not result in any additional labor costs associated with the work covered under this change order.

Sincerely,

Tripp Haynie
Assistant Project Manager – Concrete Paving

CW Matthews Contracting

PROJECT: Augusta Taxiway F Reconstruction
PCO #01

DESCRIPTION:	Adjustable Light Cans
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DESCRIPTION	QTY	UNIT	MH Per Unit	Total MH	LABOR		MATERIAL		EQUIPMENT		SUBCONTRACT		OTHER		TOTAL AMOUNT
					Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	
Adjustable Light Can	46.00	Ea					\$ 375.00	\$ 17,250.00							\$ 17,250.00
Mud Plate	46.00	Ea					\$ 20.40	\$ 938.40							\$ 938.40
Dumpster	1.00	Ea					\$ 350.00	\$ 350.00							\$ 350.00
SUBTOTAL						\$ -	\$ 18,538.40		\$ -		\$ -				18,538.40

TOTAL LABOR & PER DIEM	\$	-
TOTAL EQUIPMENT & TAXES	\$	-
TOTAL MATERIAL & TAXES	\$	20,021.47
TOTAL SUBCONTRACTOR	\$	-
TOTAL 'OTHER' & TAXES	\$	-

Labor Burden (75% of Labor)	0.00
Per Diem	0.00
EQUIPMENT Taxes 8%	0.00
OTHER Taxes 8%	0.00
MATERIAL Taxes 8%	1,483.07

LABOR WITH 5% MARK UP	\$	-
MATERIAL WITH 5% MARK UP		
EQUIPMENT WITH 5% MARK UP	\$	-
SUBCONTRACTOR WITH 5% MARK UP	\$	-
OTHER WITH 5% MARK UP	\$	-
SUBTOTAL	\$	20,021.47

Total	\$ 20,021.47
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(706) 798-3236 • Fax: (706) 798-1551 • 1501 Aviation Way • Augusta, Georgia 30906 • www.flyags.com

Augusta Aviation Commission Meeting Minutes

July 31, 2025

10:00 a.m.

**Orwen Aviation Commission Chambers
2nd Floor - Terminal Building**

Commissioner Members: Commissioner Dan Troutman; Commissioner James Germany;
Commissioner Charles Larke; Commissioner Randy Sasser;
Commissioner William Fennoy; Commissioner Larry Harris;
Commissioner Wilbert Barrett; Commissioner Kay Roland;
Commissioner Ronic West; Commissioner Michael Cioffi;
Commissioner Davis Beman

Staff: Mr. Herbet Judon; Ms. Lauren Smith; Ms. Elizabeth Giles;
Ms. Risa Bingham; Ms. Diane Johnston; Mr. Ken Hinkle;
Mr. Tyler Good; Ms. Jennifer Humphrey;
Mr. Fred Shaver; Mr. Robert Kerr- Staff Attorney

Others: Mr. Edwin Scott – Mead & Hunt; Terry Helms – Mead & Hunt;
Mr. Matt Tyndall – AGS Marshall Department;
Mr. Alex – Destination Augusta;
Mr. Robert Moore – Blanchard & Calhoun Insurance;
Mr. Preston Moss – Blanchard & Calhoun Insurance;
Ms. Nancy Williams – Augusta-Richmond County Procurement Dept.;
Mr. Marc Godzina; Mr. Jon Queen; Mr. Robert

CALL TO ORDER & PRAYER – Chairwoman Ronic West called the meeting to order at 10:00 a.m.,
Prayer by Commissioner Barrett

July 31, 2025

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Motion by Commissioner Troutman 2nd by Commissioner Fennoy to amend July 31, 2025, Commission Agenda by removing items IV.C-D and adding item II.D., Masters Committee Report

Discussion, Unanimous Ayes; Motion Carries

Motion by Commissioner Sasser 2nd by Commissioner Troutman to add 4th item to the July 31, 2025, Commission Agenda I.D.1.iii Augusta Regional Airport (AGS) – Helping Hands, Inc./A Chef's Extravaganza

Discussion, Unanimous Ayes; Motion Carries

Request by Commissioner Beman to remove item I.D.2. from Consent Agenda.

I. AGENDA, MINUTES, STATISTICS, & CONSENT – Chairwoman Ronic West

A. July 31, 2025, Meeting Agenda

B. June 26, 2025, Aviation Commission Meeting Minutes

C. June Statistics

D. Consent Items

1. Director Action Request A, i-iii (Approved in Marketing Committee Meeting)
2. Director Action Request B (Approved in Finance Committee Meeting)
3. Director Action Request C – K (Approved in Construction/Special Projects Committee Meeting)

Motion by Commissioner Troutman 2nd by Commissioner Beman to accept the July 31, 2025, Meeting Agenda, June 26, 2025, Aviation Commission Meeting Minutes, June Statistics, and Consent Items, as amended.

Discussion, Unanimous Ayes; Motion Carries

II. COMMITTEE REPORTS

A. Marketing Committee Report – Commissioner Michael Cioffi

B. Finance Committee Report – Commissioner Davis Beman

Motion by Commissioner Beman 2nd by Commissioner Sasser to accept as information Finance Committee Report.

Discussion; Unanimous Ayes; Motion Carries

C. Construction/Special Projects Committee Report – Commissioner Dan Troutman

III. FINANCIALS

A. May & June Financials

Motion by Commissioner Beman 2nd by Commissioner Sasser to accept unaudited May and June Financials.

Discussion; Unanimous Ayes; Motion Carries

July 31, 2025

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IV. DIRECTOR ACTION REQUESTS:

- A. Augusta Regional Airport (AGS) – Sponsorship Request Evaluations – Lauren Smith
 - i. RCMO Charitable Fund / *RCMO Charitable Fund Gold Tournament*
 - ii. Cumbee Center / *Whiskey Road Race*
 - iii. Golden Harvest Food Bank / *It's Spooky to Be Hungry*
- B. Augusta Regional Airport (AGS) – 2026 Complete Budget – Risa Bingham
Motion by Commissioner Beman 2nd by Commissioner Troutman to approve 2026 Complete Budget Discussion; Unanimous Ayes; Motion Carries
- C. Augusta Regional Airport (AGS) – Southeast Apron Recommendation of Award – Elizabeth Giles
- D. Augusta Regional Airport (AGS) – Construct Southeast Apron – Phase I Contract – Elizabeth Giles
- E. Augusta Regional Airport (AGS) – Construct Southeast Apron – Phase I CA/CO WA #18 – Elizabeth Giles
- F. Augusta Regional Airport (AGS) – Construct Runway 17-35 Approach Improvements SA CAT II Contract – Elizabeth Giles
- G. Augusta Regional Airport (AGS) – Construct Runway 17-35 Approach Improvements SA CAT II WA #17
- H. Augusta Regional Airport (AGS) – Construct Drainage Ditch – Phase II Contract – Elizabeth Giles
- I. Augusta Regional Airport (AGS) – Drainage Ditch Enclosure Phase II Revised CA/CO WA #16 – Elizabeth Giles
- J. Augusta Regional Airport (AGS) – Design Taxiway Connectors & Taxiway E WA #15 – Elizabeth Giles
- K. Augusta Regional Airport (AGS) – Reconstruct Taxiway F – Change Order #2 – Elizabeth Giles
- L. Augusta Regional Airport (AGS) – Commercial Ground Transportation Permit – Amendment 2025 – Tyler Good
Motion by Commissioner Troutman 2nd by Commissioner Beman to approve Amendment to Commercial Ground Transportation Permit
No Discussion; Unanimous Ayes; Motion Carries
- M. Augusta Regional Airport (AGS) – Fiscal Year 2025 Annual Airport Insurance Renewal – Tyler Good
Motion by Commissioner Barrett 2nd by Commissioner Sasser to approve Fiscal Year 2025 Annual Airport Insurance Renewal
No Discussion; Unanimous Ayes; Motion Carries
- N. Augusta Regional Airport (AGS) – 1st Amendment to Simkins Land License Agreement – Diane Johnston
Motion by Commissioner Troutman 2nd by Commissioner Roland to approve 1st Amendment to Simkins Land License Agreement
Discussion; Unanimous Ayes; Motion Carries

July 31, 2025

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- O. Augusta Regional Airport (AGS) – Memorandum of Understanding (MOU) between AGS & LogistiWerx, Inc. – Diane Johnston
Motion by Commissioner Fennoy 2nd by Commissioner Barrett to approve Memorandum of Understanding (MOU) between AGS & LogistiWerx, Inc.
No Discussion; Unanimous Ayes; Motion Carries

V. INFORMATION ITEM

- A. East Side Operations Pavement – Elizabeth Giles
B. Georgia Airports Association (GAA) Annual Conference & Expo – Lauren Smith
C. Communications Report – Lauren Smith
D. Procurement Purchase Amount Increase – Commissioner Cioffi

VI. COMMISSION COMMENTS/ACTION REQUESTS

- A. Discuss Potential 2026 Air Show Date – Commissioner Sasser
Motion by Commissioner Troutman 2nd by Commissioner Beman to allow AirDotShow to have the flexibility to present a date sometime during the month of March, April, or May excluding specifically the two weekends surrounding Masters, and if presented is subject to the approval by the Augusta Aviation Commission.

ADJOURN MEETING

Motion to adjourn by Commissioner Fennoy 2nd by Commissioner Larke
No Discussion; Unanimous Ayes; Motion Carries

Meeting adjourned at 2:28 pm

Ronic West, Chairwoman
August Aviation Commission

Date

CONTRACT CHANGE ORDER NO. 2*Item 1.*

AIRPORT Augusta Regional Airport **Date** July 02, 2025
LOCATION Augusta, GA **AIP No.** 3-13-0011-058-2024
PROJECT Reconstruct Taxiway F 0119700-221767.02 **CONTRACTOR** C.W. Matthews

You are requested to perform the following described work upon receipt of an approved copy of this document or as directed by the engineer.

Item No.	Bid Alternate	Description	Unit	Unit Price	Quantity	Amount
Extra Work/New Bid Item – Base Bid						
L-125.8	Base	L-861 Taxiway Edge Light Adjustable Base Can w/ Salvaged Light	EA	\$435.25	46	\$20,021.50
This Change Order Total						\$20,021.50
This Change Order Calendar Day Additions (Deletions)						0
Previous Change Order(s) Total						\$0.00
Previous Change Order(s) Calendar Day Additions (Deletions)						0
Original Contract Total						\$8,128,418.19
Original Contract Calendar Day Count Total						255
Revised Contract Total						\$8,148,439.69
Revised Contract Calendar Day Count Total						255

The time provided for completion in the contract is unchanged (~~decreased~~) (~~increased~~) by **0 calendar days**. This document shall become the First Amendment to the contract and all provisions of the contract will apply.

Recommended by: _____
Edwin J Scott, Jr., PE, Engineer (Mead & Hunt, Inc.) **Date** _____

Approved by: _____
Ronic West, Chairman (Augusta Aviation Commission) **Date** _____

Approved by: _____
Garnett L. Johnson, Mayor (Augusta, Georgia) **Date** _____

Attested by: _____
Lena J. Bonner, Clerk of Commission (Augusta, Georgia) **Date** _____

Accepted by: _____
Contractor (C.W. Matthews) **Date** _____

AIP NO. 3-13-0011-058-2024 **CHANGE ORDER NO.** 2

AIRPORT Augusta Regional Airport (AGS) **LOCATION** Augusta, GA

JUSTIFICATION FOR CHANGE

Item 1.

1. Brief description of the proposed contract Amendment and location(s).

Quantity Adjustments:

There are items included in the original bid that need to be adjusted in order to cover the quantities and revised unit cost shown on the construction plans to complete the approved project scope. These items include:

- N/A

Extra Work/New Bid Item:

There are several items that were erroneously not included in the original bid or extra items not included in the original bid that will be necessary to complete the approved project scope. These items include:

- **L-125.8 L-861 Taxiway Edge Light Adjustable Base Can w/ Salvaged Light – Base Bid:**

New Construction Specifications:

N/A

Revised Construction Specifications:

N/A

2. Reason(s) for the change(s) *(Continue on reverse if necessary)*

Note: The quantity of the following items did not change substantially enough to justify renegotiation of any of the original unit prices in the base bid.

L-125.8 L-861 Taxiway Edge Light Adjustable Base Can w/ Salvaged Light - The addition of this line item is due to the previous change to concrete shoulders and required installation of new adjustable lights cans in the original base bid.

3. The Sponsor's share of this cost is available from:

N/A

4. If this is a supplemental agreement involving more than \$2,000, is the cost estimate based on the latest wage rate decision? Yes ☐ No ☐ Not Applicable ☒

5. Has consent of surety been obtained? Yes ☐ Not Necessary ☒

6. Will this change affect the insurance coverage? Yes ☐ No ☒

7. If yes, will the policies be extended? Yes ☐ No ☐ Not Applicable ☒

8. Has this Change Order been discussed with FAA officials? Yes ☐ No ☒

When: N/A

With Whom: N/A

Comment(s):



Public Services Committee Meeting

Meeting Date: August 26, 2025

Mennonite Disaster Services

Department:	Planning and Development Department
Presenter:	Chyvatee Vassar, Interim Director
Caption:	Motion to approve temporary exceptions to Ordinance Sec. 7-1-119 to facilitate residential reconstruction efforts led by Mennonite Disaster Service (MDS) in response to Hurricane Helene—including state licensure exemptions and permission for MDS to assist homeowners, acting as General Contractor, with permit application preparation—and to waive the second reading to expedite recovery efforts.
Background:	In the aftermath of Hurricane Helene, numerous homeowners within the county remain in urgent need of structural repairs to restore safe and habitable living conditions. Mennonite Disaster Service (MDS), a nonprofit organization specializing in disaster recovery, has offered to assist affected residents with reconstruction efforts. Under Ordinance Sec. 7-1-119, homeowners who own and reside at their property may act as their own General Contractor (GC), provided they pay applicable permit fees and comply with all building codes. Subcontractors performing work must hold valid state certifications and maintain a current business tax certificate. MDS has submitted a request for the following exceptions to facilitate their work: • Exemption from state licensure requirements for MDS volunteers performing work under the homeowner-GC model. • Permission for MDS to assist homeowners in preparing and submitting permit applications.
Analysis:	The Building Division of the Planning and Development Department supports the proposed collaboration with MDS and is prepared to implement the following procedures contingent upon Commission approval: • Each property will require individual review and a separate permit application, including a written scope of work and photos (in lieu of full construction plans). ○ Typically, more than 50% demolition will require building plans and everything to be brought up to code.

- Permits will be clearly labeled “HURRICANE HELENE – MENNONITE DISASTER SERVICE” to ensure proper tracking.
- Required documentation may include:
 - Drip-edge form (roofing/siding)
 - Letter of Authorization (homeowner acting as General Contractor)
 - Homeowner Waiver (reaffirming Ordinance Sec. 7-1-119 responsibilities)
 - Affidavit of Exemption from Licensure (if approved)
- All projects will be subject to standard inspection protocols to ensure compliance with applicable building codes. The Building Division will maintain oversight throughout the construction process and provide final approval upon completion.
- Approval of these exceptions will enable a streamlined and compassionate response to the needs of residents impacted by Hurricane Helene, while maintaining the integrity of the county’s building standards.

Financial Impact: N/A

Alternatives: Do not approve the exemptions and request

Recommendation: Motion to approve temporary exceptions to Ordinance Sec. 7-1-119 to facilitate residential reconstruction efforts led by Mennonite Disaster Service (MDS) in response to Hurricane Helene—including state licensure exemptions and permission for MDS to assist homeowners, acting as General Contractor, with permit application preparation—and to waive the second reading to expedite recovery efforts.

Funds are available in the following accounts: N/A

REVIEWED AND
APPROVED BY:

Sec. 7-1-119. - Exemptions from sections 7-1-117 through 7-1-118.

Item 2.

- (a) *Owner performing building, electrical, plumbing, or HVAC work at his residence.* Nothing contained herein shall prevent or prohibit an owner from doing building, electrical, plumbing, or HVAC work in a dwelling in which he resides; provided, however, such owner shall pay required permit fees and shall make such installations as required by this building code for safety purposes and provided, however, such person does not employ another to do said work unless that person holds appropriate State certifications for the type work he will be performing, and said person holds a current business tax certificate.
- (b) *Industry maintenance department.* Any manufacturing industry employing fifty (50) or more workers and operating its own maintenance department shall be exempt from the provisions of this article, except that the installations shall be in compliance with the standards provided by the applicable code.
- (c) *Augusta, Georgia.* Nothing contained herein shall prevent or prohibit Augusta, Georgia from having its employees do building, electrical work, plumbing work (or other work requiring a permit) for Augusta, Georgia; provided, however, that Augusta, Georgia shall be required to obtain a permit and make such installations as required by this building code for safety purposes and the installations shall be in compliance with the standards provided by the applicable code. Nothing in this code is intended to eliminate or reduce any state law requirements with regard to licensing.

(Ord. No. 7327, § 7-1-119, 2-21-2012)



Planning & Development Department
1815 Marvin Griffin Road, Augusta, GA 30906
(706) 312-5050 Fax: (706) 312-4277

Item 2.

HURRICANE HELENE
MENNONITE DISASTER SERVICES

DATE: _____

I, _____ hereby verify that I own and live in the
single-family dwelling / farm building located at:

(STREET ADDRESS)

PHONE NUMBER: _____

I attest that the structural, roof, and/or building repair(s) permitted by Augusta-Richmond County Planning & Development Department under Permit Number: _____ will be physically performed by only myself as the owner or by Mennonite Disaster Services and their volunteers. I understand that if I employ anyone else to aid, assist or perform additional work relating to the installation or connection of any electrical, plumbing, conditioned air, or low-voltage apparatus and/or labor, that said person shall have in his/her possession, a valid state license from the Georgia Construction Industry Licensing Board for said described work, and said described work shall be permitted by Augusta-Richmond County according to the applicable codes adopted by Augusta-Richmond County. I accept full and complete responsibility for the structural, roof, building, electrical, plumbing, conditioned air, or low voltage work, and shall hold harmless Augusta-Richmond County Georgia Board of Commissioners, all of its employees, including but not limited to the Augusta-Richmond County Planning and Development Department.

Applicant further deposes he/she is aware that any knowingly false statement made in the permit application will subject said applicant to prosecution for violation of Georgia Criminal Code, Section 26-2402 (False Swearing) and a possible fine of not more than \$1,000.00 or imprisonment for less than one (1) year, nor more than five (5) years or both.

PRINT NAME: _____

SIGNATURE: _____

Notary Acknowledgment

State of _____

County of _____

Subscribed and sworn before me this ____ day of _____, 2025.

Notary Public Name: _____

Notary Public Signature: _____ Seal:

My Commission Expires: _____



Public Services Committee Meeting

August 26, 2025

Minutes

Department:	N/A
Presenter:	N/A
Caption:	Motion to approve the minutes of the August 12, 2025 Public Services Committee Meeting.
Background:	N/A
Analysis:	N/A
Financial Impact:	N/A
Alternatives:	N/A
Recommendation:	N/A
Funds are available in the following accounts:	N/A
<u>REVIEWED AND APPROVED BY:</u>	N/A