



**DATE:** March 14, 2025  
**TO:** Glynn County Airport Commission  
**FROM:** Robert J. Burr, Executive Director  
**SUBJECT:** Commission Meeting Agenda

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The monthly meeting of the Glynn County Airport Commission (GCAC) will be held at **9:00 a.m.** Tuesday, March 18, 2025.

The public is invited to attend at the **Brunswick Golden Isles Airport, 295 Aviation Parkway, Second Floor, Brunswick, Georgia 31525.**

#### Commission Agenda

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Accept Agenda

IV. Public Comment

A. General Comments

B. Request-to-speak forms are available for discussion of specific agenda items.

V. Pilot Recognition

Sophie Baldwin – Private Pilot, Airplane Single Engine Land - Training was completed with Flight Instructor Alex Bouvier of High Tide Aviation at the St. Simons Island Airport.

VI. Approval of Minutes

Glynn County Airport Commission Meeting Minutes February 18, 2025

**Recommendation: Approve the February 18, 2025 Glynn County Airport Commission meeting minutes. (Enclosure A) [Link](#)**

**VII. Property & Marketing – Terra Winslett, C.M.**

**Sublease Extension Policy 202 Revision**

The Sublease Extension Policy 202 has been updated to clearly differentiate the timing of Fair Market Value (FMV) rental rate adjustment implementation for sublease extension with existing tenants and sublease assignment with new entity.

- **Sublease Extension:** When an existing tenant extends the expiration date of their sublease subject to current policies, rental rate adjustments based on FMV will be assessed at the beginning of the extended term.
- **Sublease Assignment:** If a leasehold is assigned to a new entity, organization, or individual, a FMV assessment to the rental rate will be required at the time of transfer.

**Recommendation: Approve the revised Sublease Extension Policy 202. (Enclosure B) [Link](#)**

**VIII. Capital Projects Update**

- A. **Safety Improvements Environmental Assessment - St. Simons Island Airport**
- B. **North Apron Expansion and Construction of Taxilane – Brunswick Golden Isles Airport**
- C. **ARFF Station Replacement Project – Brunswick Golden Isles Airport**
- D. **Southeast Apron Sealcoat Project – St. Simons Island Airport**

**IX. Executive Director's Items**

- A. **Strategic Planning (Enclosure C) [Link](#)**
- B. **Aviation Career Day Report – Brunswick Golden Isles Airport**
- C. **Golden Isles Air Show Update – Brunswick Golden Isles Airport**

**X. Activity Report (Enclosure D) [Link](#)**

- A. **Enplanements**
- B. **Airport Operations**
- C. **Rental Cars**
- D. **Parking Lot – Brunswick Golden Isles Airport**

**XI. Upcoming Events**

- **Glynn County Airport Commission Monthly Meeting – April 15, 2025**
- **Coastal Georgia Honor Flight - May 3, 2025 Brunswick Golden Isles Airport**
- **Golden Isles Airshow - May 17 & 18, 2025 – Brunswick Golden Isles Airport**

**XII. Executive Session**

*Discuss Real Estate Items as permitted by O.G.C.A §50-14-3(b)(1)(B), Personnel as permitted by O.C.G.A. §50-14-2(b)(2) and Legal Items as permitted by O.C.G.A. § 50-14-2.*

**XIII. Return to Open Session**

**XIV. Adjournment**

*Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, may contact the Glynn County Airport Commission at 912-265-2070. The Airport Commission will make reasonable accommodations for those persons with at least two business days' notice prior to the meeting.*