



Glynn County Airport Commission

May 20, 2025



I. Glynn County Airport Commission Call to Order





II. Invocation

Pledge of Allegiance



III. Accept Agenda



IV. Public Comment

A. General Comments

B. Request to Speak Forms



Request to Speak

Name: _____

Agenda Item: _____

V. Pilot Recognition

Whitney McConnell – Earned her IFR rating with CFI Brian Mooney at the St. Simons Island Airport.

VI. Approval of Minutes

A. Glynn County Airport Commission

Monthly Meeting Minutes
April 15, 2025



**MEETING
MINUTES**

Enclosure A

VII. Glynn County Airport Commission



Safety



Infrastructure &
Maintenance



Reliability



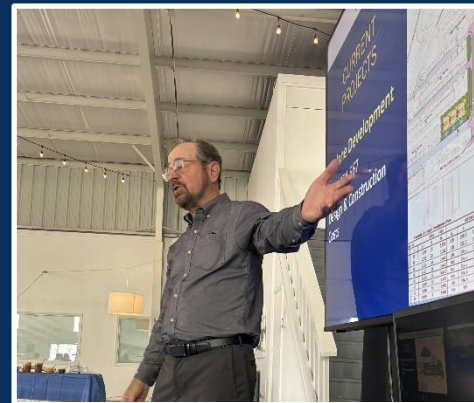
Efficiency



Customer Service



Community
Involvement



Communication



Self Supporting



Exceptional Workplace

VII. Glynn County Airport Commission

2025 Strategic Plan



Glynn County Airport Commission

**Recommendation: Approve the Glynn County
Airport Commission Strategic Plan**

VIII. Finance & Administration

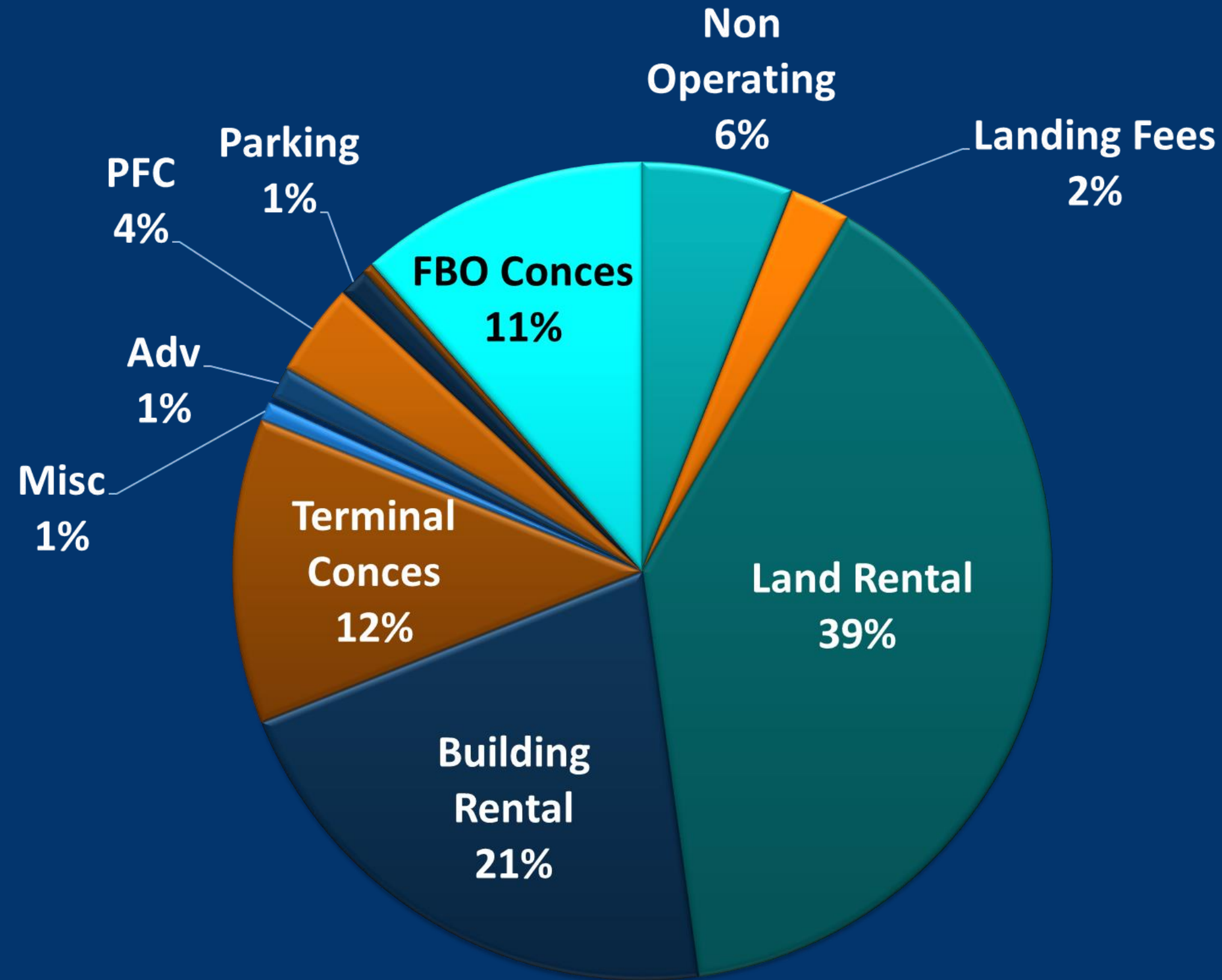
Shawna Williams, C.M., Director of Finance & Administration



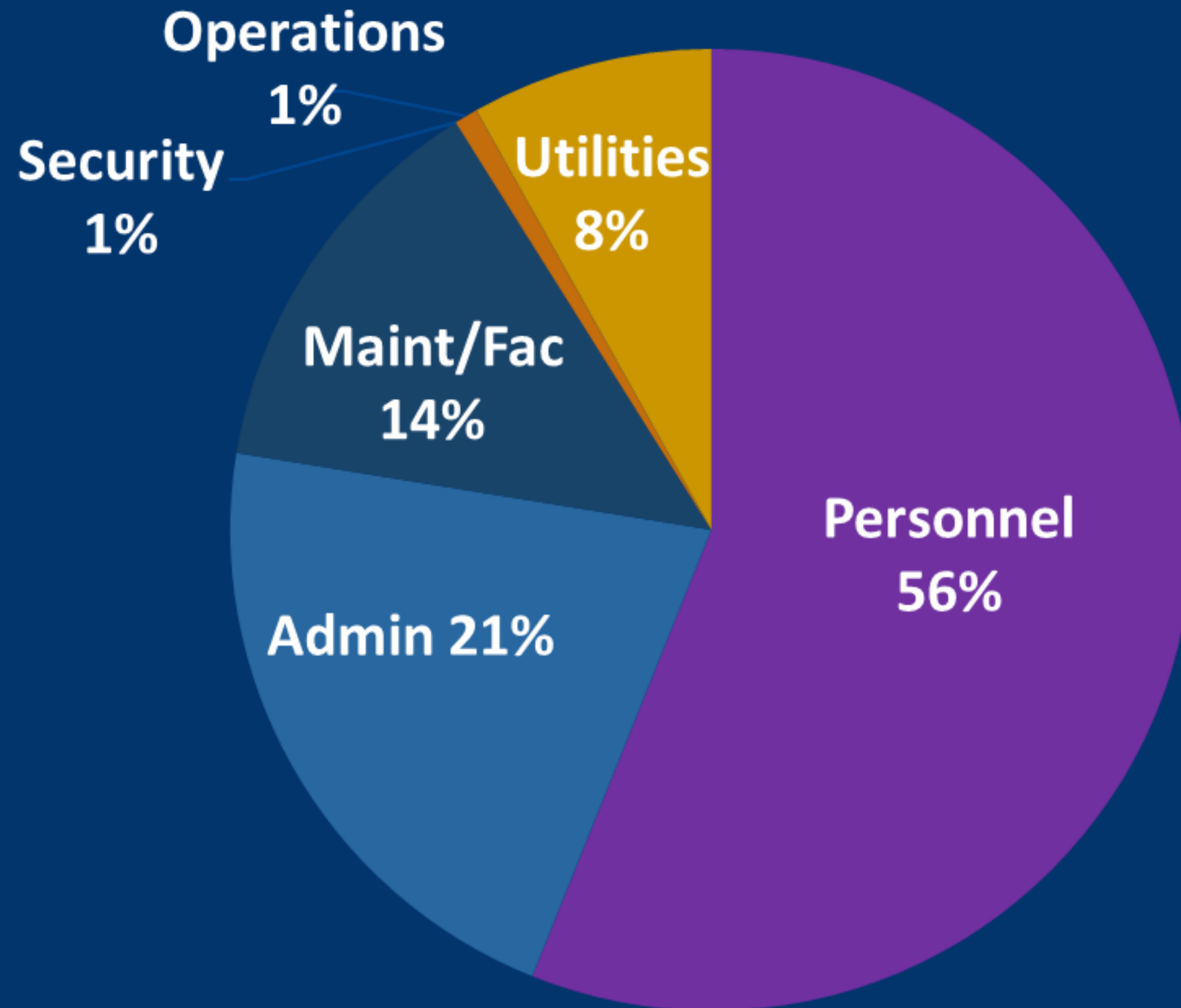
Fiscal Year 2025 – 2026 Proposed Budget

GLYNN COUNTY AIRPORT COMMISSION BUDGET SUMMARY FY25/26						
	<u>Brunswick</u>	<u>St. Simons</u>	<u>Proposed Budget FY 25/26</u>	<u>Original Budget FY 24/25</u>	<u>Budget Inc/Dec %</u>	
Operating Revenues						
Lease Revenue	\$ 2,662,738	\$ 1,784,768	\$ 4,447,507	\$ 4,125,188	7.81%	
Interest	\$ 281,100	\$ -	\$ 281,100	\$ 281,100	473.61%	
	\$ 2,943,838	\$ 1,784,768	\$ 4,728,607	\$ 4,406,288	7.31%	
Operating Expenses						
Personnel	\$ 1,760,674	\$ 815,938	\$ 2,576,612	\$ 2,344,235	9.91%	
Administrative	\$ 651,725	\$ 335,737	\$ 987,462	\$ 919,253	7.42%	
Maintenance	\$ 433,890	\$ 187,510	\$ 621,400	\$ 603,620	2.95%	
Operations	\$ 35,600	\$ 1,000	\$ 36,600	\$ 38,100	-3.94%	
Utilities	\$ 320,000	\$ 53,300	\$ 373,300	\$ 371,300	0.54%	
	\$ 3,201,888	\$ 1,393,485	\$ 4,595,373	\$ 4,276,508	7.46%	
Net Operating Income	\$ (258,050)	\$ 391,283	\$ 133,233	\$ 129,780		
Long Term Debt	\$ 3,830	\$ -	\$ 3,830			
Contrib Operating Capital			\$ 129,403			

Proposed Revenue 25/26



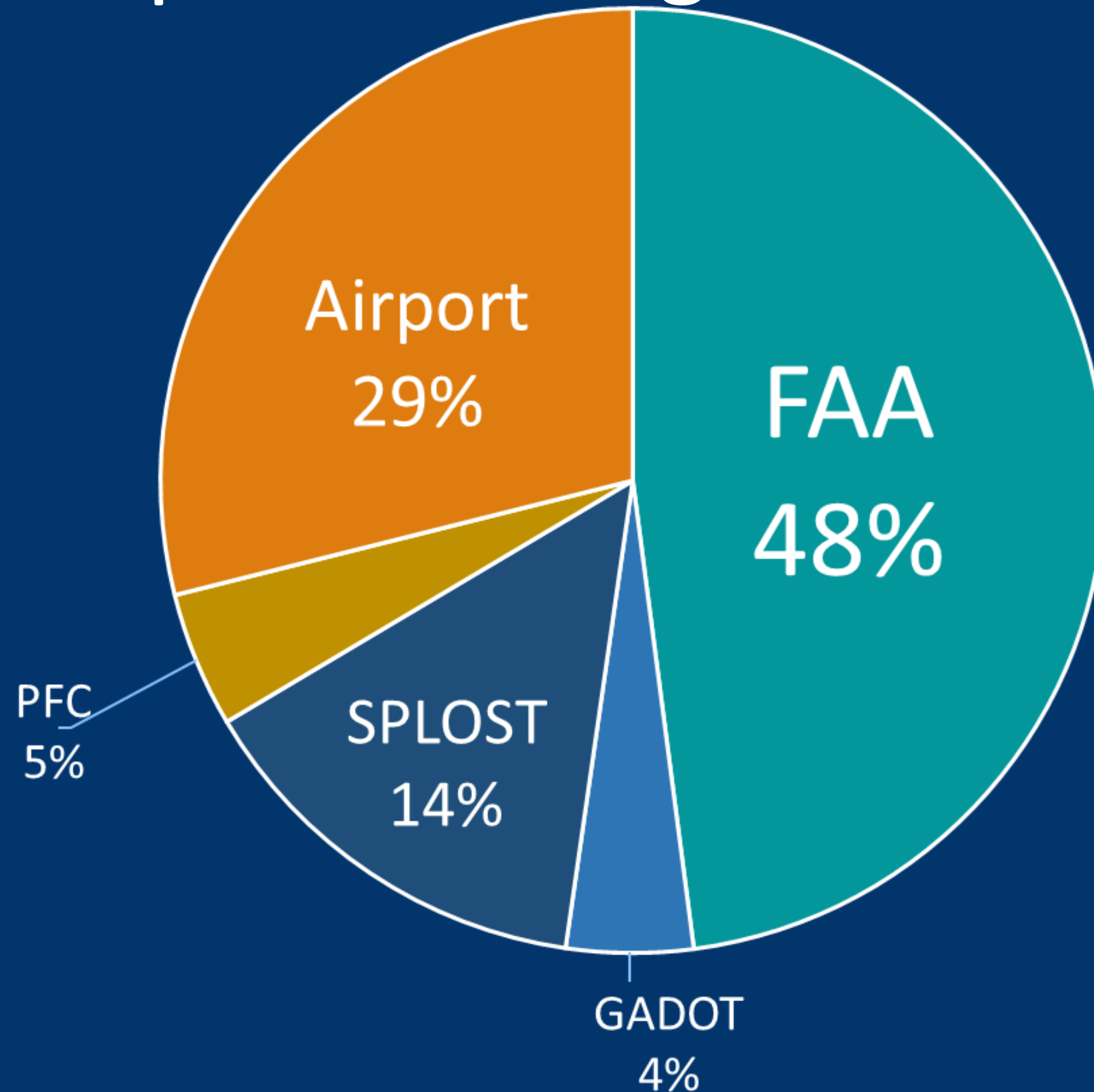
PROPOSED EXPENSE BUDGET FY 25/26



GLYNN COUNTY AIRPORT COMMISSION
SUMMARY OF PROPOSED CAPITAL BUDGET
FISCAL YEAR 2025/2026

		TOTAL	FAA	STATE	SPLOST	OTHER	AIRPORT LOCAL	COLLECTED	UNCOLLECTED
CAPITAL REVENUE									
GRANT FUNDED PROJECTS	BQK	\$10,685,217	\$7,421,208	\$378,187	\$1,885,822	\$1,000,000	\$0	\$ -	\$ 12,018,571
GRANT FUNDED PROJECTS	SSI	\$4,667,758	\$2,929,423	\$558,905	\$1,179,431	\$0	\$0	\$ -	\$ 1,661,662
SUBTOTAL		\$15,352,975	\$10,350,630	\$937,092	\$3,065,253	\$1,000,000	\$0	\$0	\$13,680,233
		TOTAL	FAA	STATE	SPLOST	OTHER	AIRPORT LOCAL	EXPENSED	REMAINING BAL
CAPITAL EXPENSES									
GRANT FUNDED PROJECTS	BQK	\$12,851,253	\$7,421,208	\$378,187	\$1,885,822	\$1,000,000	\$3,114,207	\$1,189,347	\$ 11,661,906
GRANT FUNDED PROJECTS	SSI	\$7,388,326	\$2,929,423	\$558,905	\$1,179,431	\$0	\$3,125,561	\$699,160	\$ 6,689,165
SUBTOTAL		\$20,239,579	\$10,350,630	\$937,092	\$3,065,253	\$1,000,000	\$6,239,768	\$1,888,508	\$18,351,071
PRIOR YEARS LOCAL CONTRIBUTIONS TO CAPITAL PROGRAM FROM CAPITAL RESERVE							\$ 3,727,621		
CURRENT YEAR LOCAL CONTRIBUTION TO CAPITAL PROGRAM FROM CAPITAL RESERVE							\$ 2,512,147		
TOTAL							\$ 6,239,768		
AVAILABLE CAPITAL RESERVES							\$ 8,449,206		
CONTRIBUTIONS TO CAPITAL PROGRAM FROM O&M							\$ 129,403		
TOTAL							\$ 8,578,609		
PROJECTED CAPITAL RESERVE BALANCE FUTURE YEARS							\$ 6,066,462		

Capital Funding Summary



VIII. Finance & Administration

Shawna Williams, C.M., Director of Finance & Administration

Fiscal Year 2025 – 2026 Proposed Budget

Recommendation: Approve the Fiscal Year 2025-2026 budget and recommend approval to the Goldens Isles Development Authority.

The background of the slide features a dark blue color with faint, stylized financial charts. These include a line graph with a yellow line and a bar chart with red and teal bars, all set against a grid pattern.

VIII. Financial Items

Shawna Williams, C.M.

B. 3rd Quarter FY25/26

Financial Report



EARNED REVENUES

QTR 3

99%

+19.97% from last QTR

EXPENSES

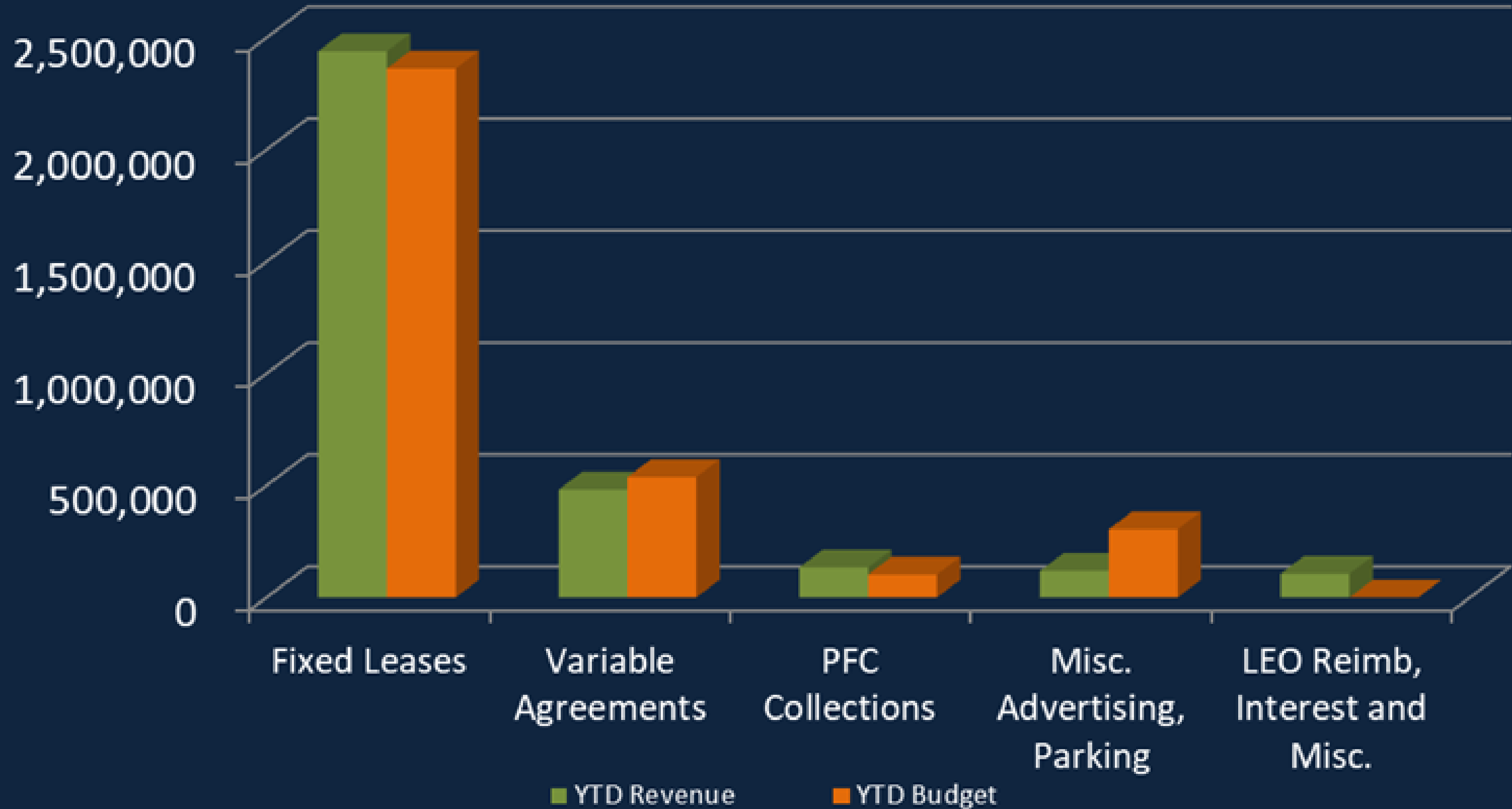
QTR 3

81%

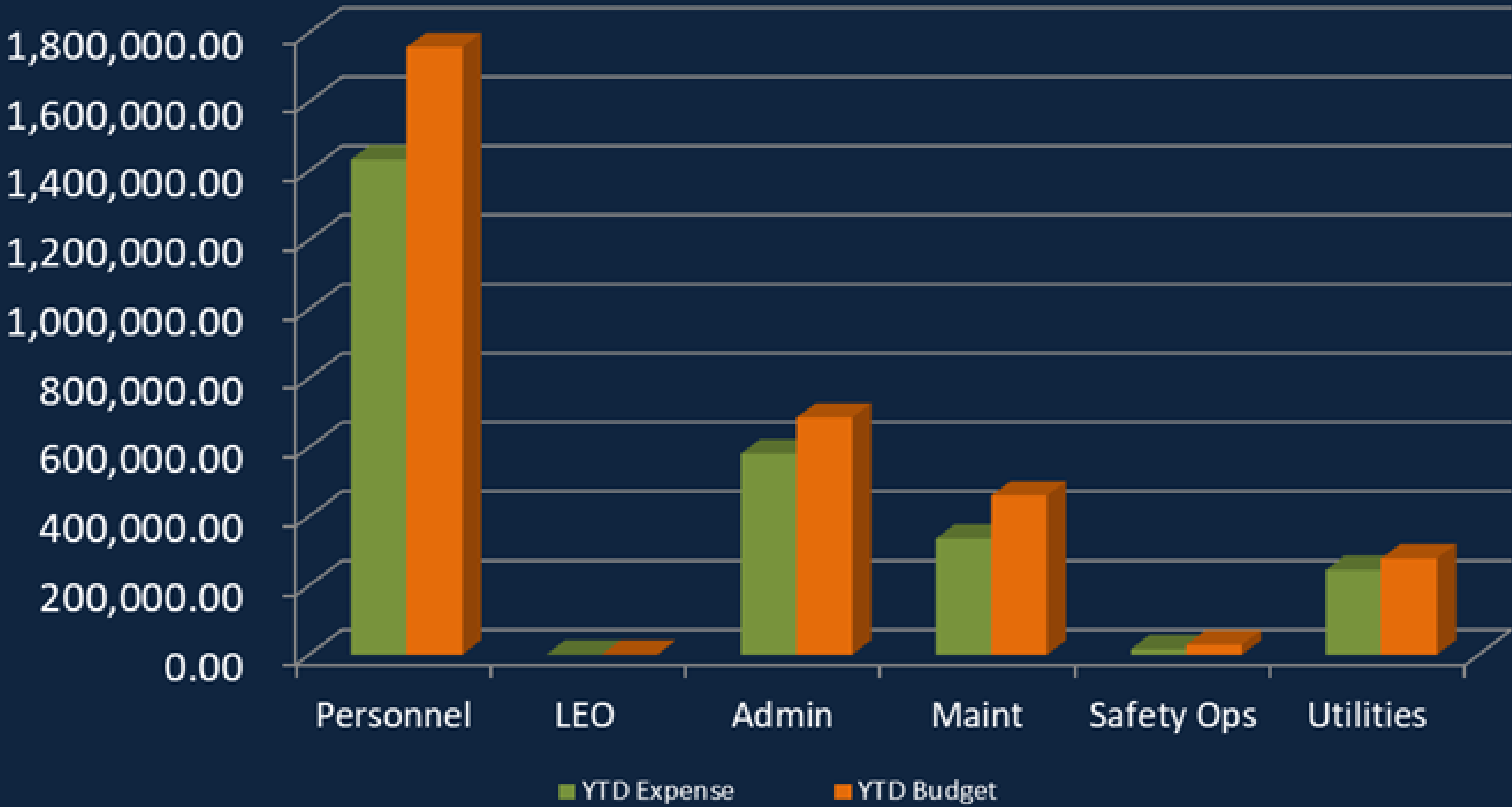
-0.84% from last QTR

Net to Capital Program \$672,184

YTD Revenue Budget Comparison



YTD Expense Budget Comparison



Glynn County Airport Commission

CAPITAL PROJECTS

As of March 31, 2025

TOTAL BUDGET

\$24.238

+7.4%

TOTAL REVENUES

\$2.514

+213%

TOTAL EXPENSES

\$3.665

+6.34%

PERCENT COMPLETE

15.12%

+6.27%

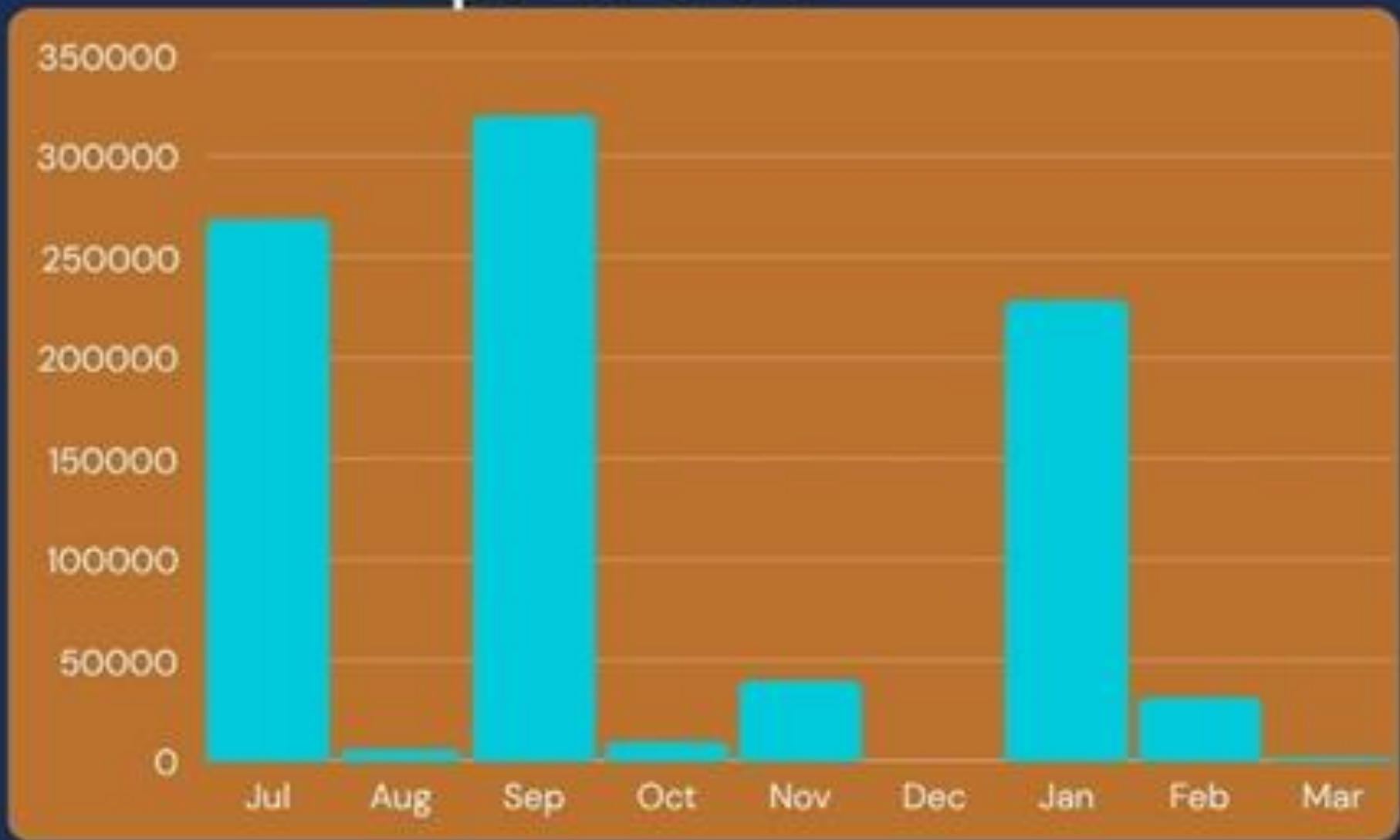
ENCUMBERED

\$20.609

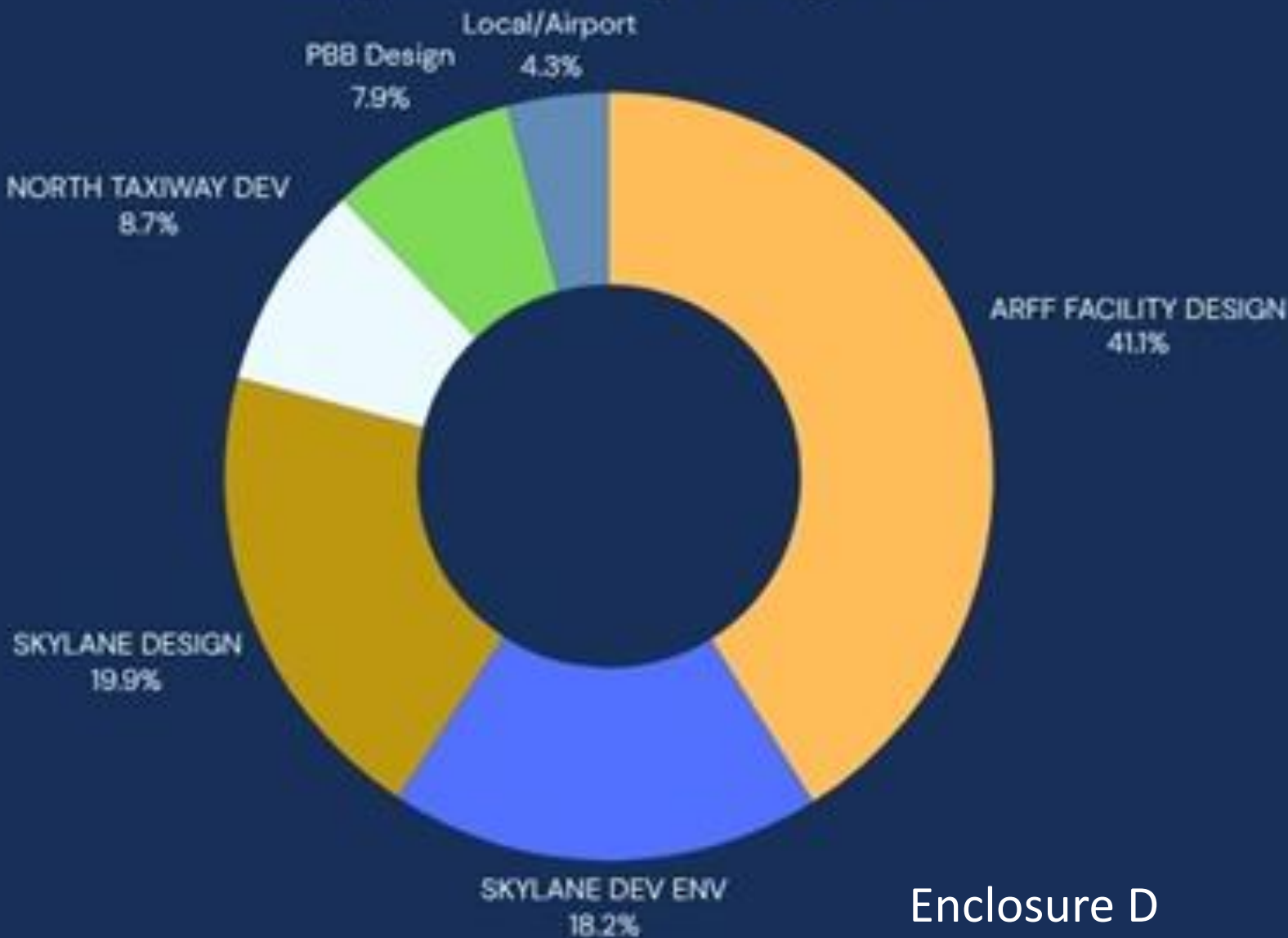
-0.8%

In millions

Expense Stats



Expenses by Project



Enclosure D

VIII. Finance & Administration

Shawna Williams, C.M., Director of Finance & Administration

C. Signature Authorization- Disbursements

- Ordinance requires GCAC fix the disbursement threshold annually.
- Currently \$4,000
- > Requires two officer signatures.

Recommendation: Keep the authorization threshold at \$4,000 to sign financial instruments.

IX. Property & Marketing

Terra Winslett, C.M., Director of Property & Marketing

100 Happy Hangars Assignment & Amendment



Enclosure E



IX. Property & Marketing

Terra Winslett, C.M., Director of Property & Marketing

100 Happy Hangars Assignment & Amendment

- Premises: 19,523 Square Feet
- Current lease rate: Annual \$9,003 - Monthly \$750
- Proposed lease rate: Annual \$9,566 - Monthly: \$797
- Sublease Assignment to sole owner Jorge Flores, removing partner Michael Lamb.
- 18-year term extension; New expiration date of October 31, 2063
- Proposed \$160,000 investment to include a new roof in 2 phases, hangar door replacement, exterior paint, exterior roll up door replacement, miscellaneous interior and exterior repairs.
- **Recommendation: Approve and Amendment of 100 Happy Hangars sublease and recommend approval to the Golden Isles Development Authority.**

X. Facilities & Operations

Vernon Bessing

Director of Facilities and Operations



A. FAR Part 139 Inspection – Brunswick Golden Isles Airport



X. Facilities & Operations

Vernon Bessing

Director of Facilities and Operations

B. FAR Part 139 Wildlife Training – Brunswick Golden Isles Airport

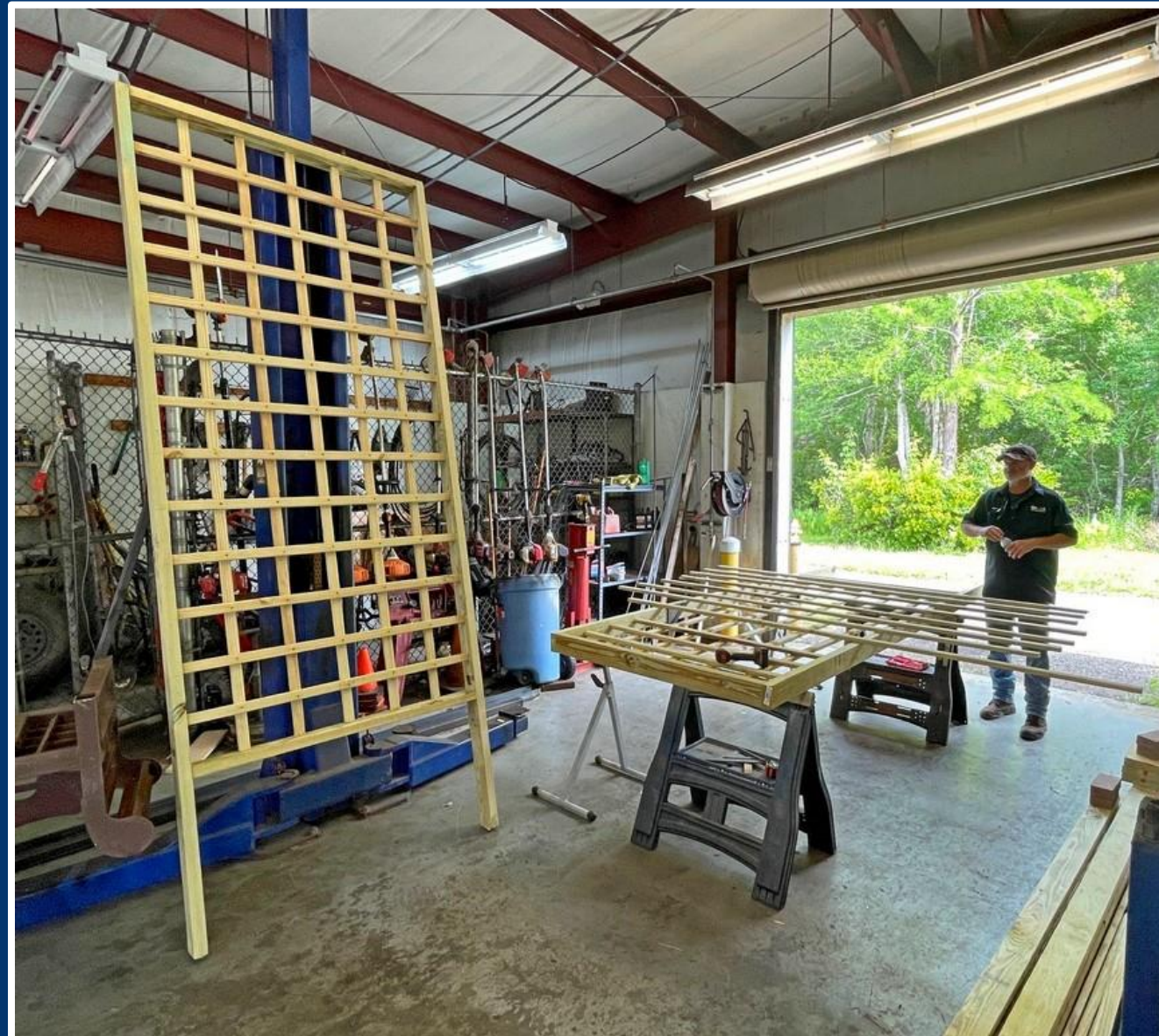


X. Facilities & Operations

Vernon Bessing

Director of Facilities and Operations

Tabby House Improvements – St. Simons Island Airport



X. Facilities & Operations

Vernon Bessing

Director of Facilities and Operations

Farmer's Market Shed Relocation – St. Simons Island Airport



XI. Capital Projects Update

A. RS&H, Inc. Work Order 01 Amendment 01 SSI Taxiway C & Connector Design Services Add Stormwater Pipe Investigation

Recommendation: Approve RS&H, Inc. Work Order No. 01 Amendment 01 in an amount not to exceed \$10,961 and authorize the Executive Director to execute all necessary documentation.

XI. Capital Projects Update

B. RS&H, Inc. Work Order 02 Amendment 01 SSI Southeast Pavement Rehabilitation and Drainage Improvements

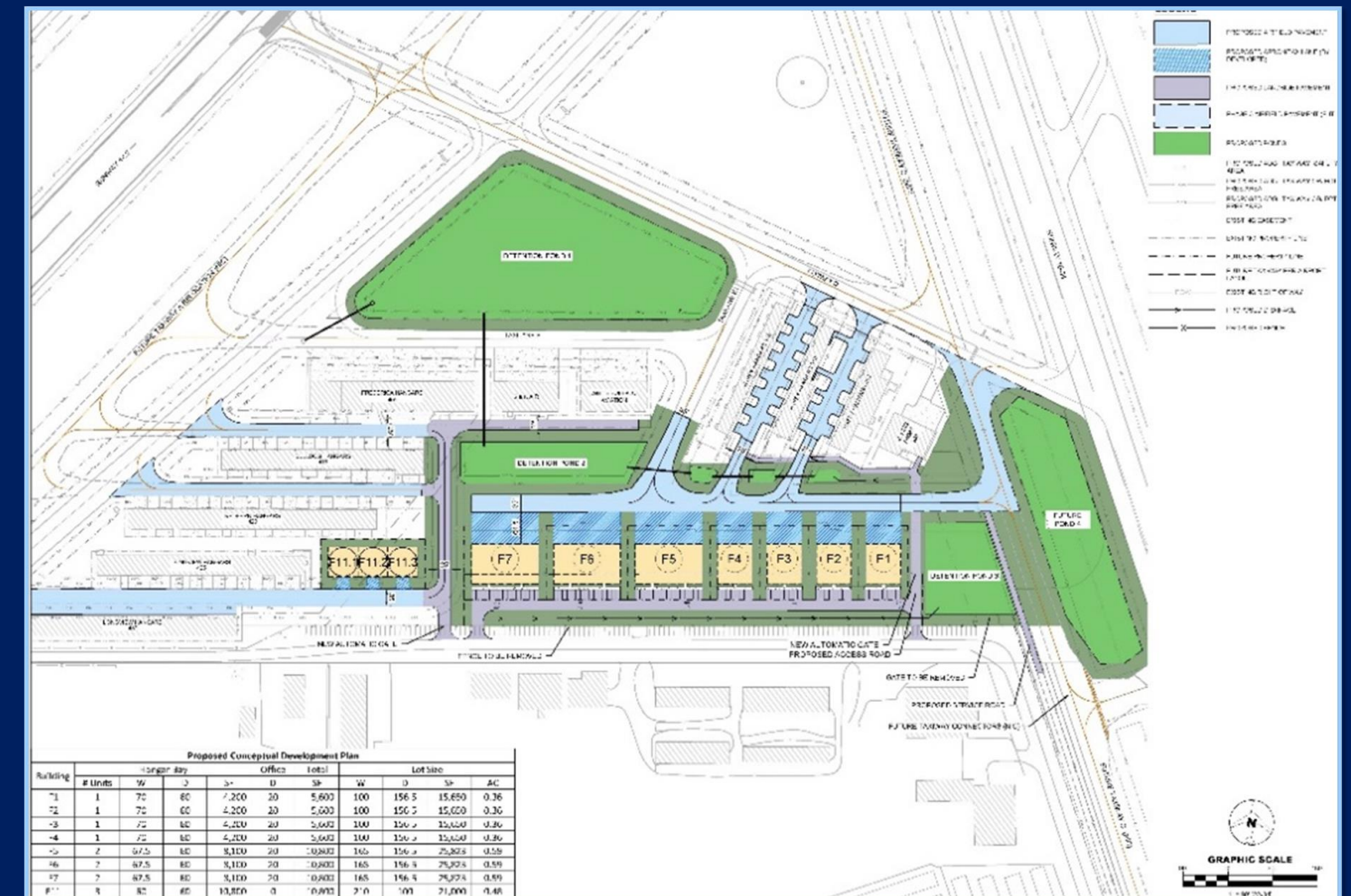
Recommendation: Approve RS&H, Inc. Work Order No. 02 Amendment 01 in an amount not to exceed \$19,213 and authorize the Executive Director to Execute all necessary documentation.

XI. Capital Projects Update

Safety Improvements Environmental Assessment – St. Simons Island Airport

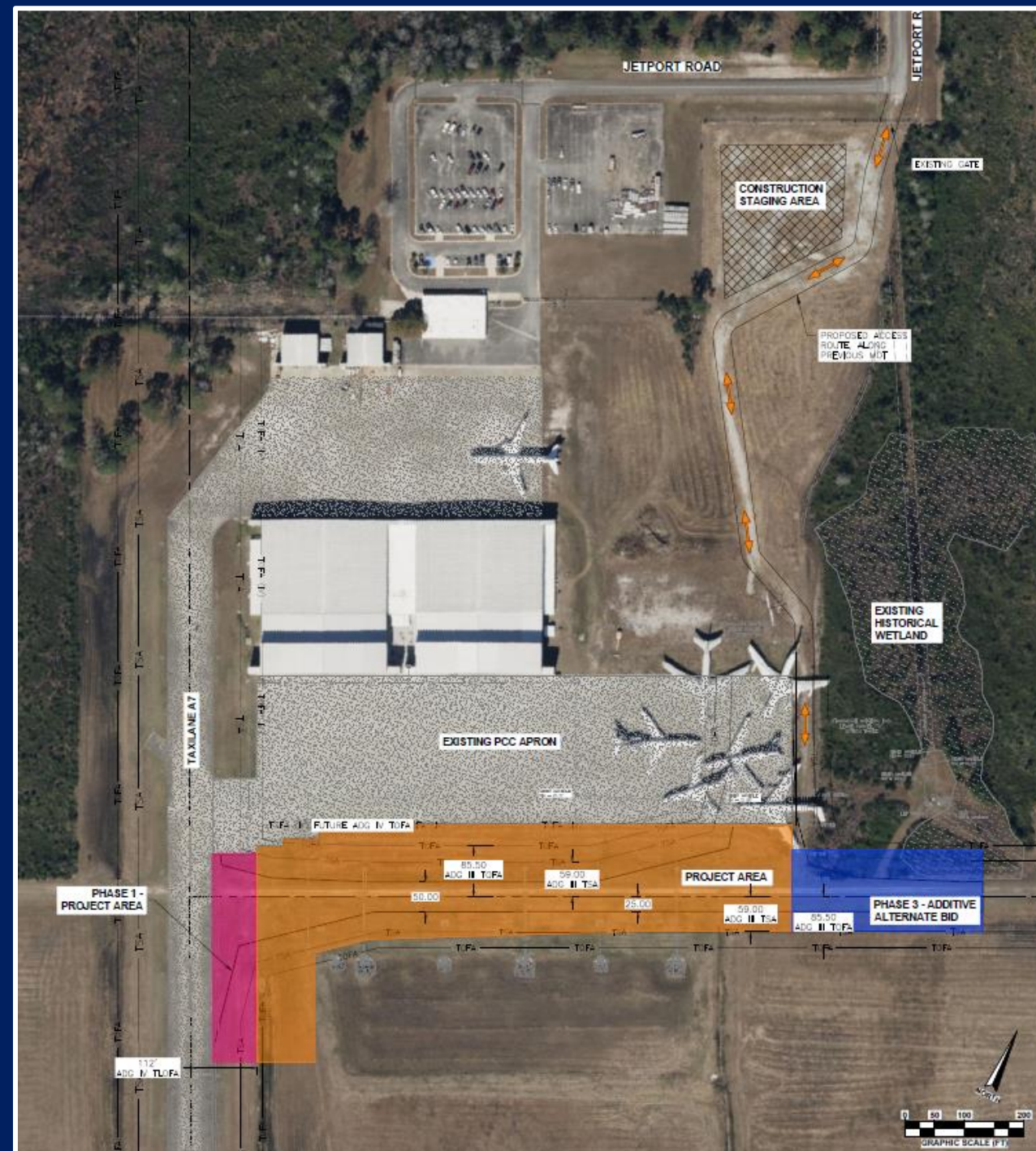
30-day Public Comment Period: Tuesday, April 15th – Thursday, May 15th

**Draft EA Public Workshop Tuesday, May 20th 5:00 – 7:00 p.m. at the
Glynn County Airport Commission Annex - 160 Gary L. Moore Court, St. Simons Island Airport**



XI. Capital Projects Update

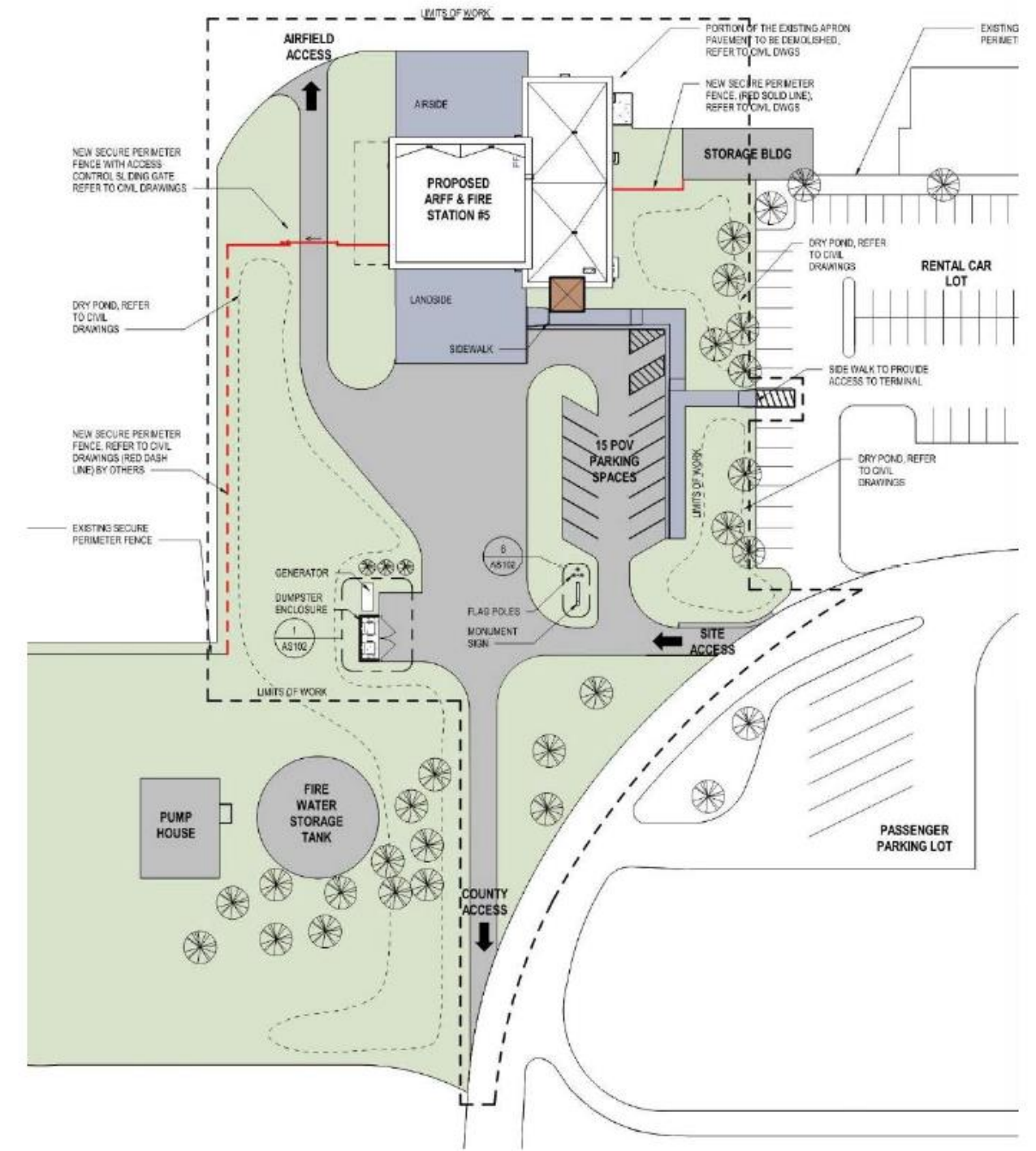
D. North Apron & Taxiway Expansion Project Phase 2 Brunswick Golden Isles Airport



IX. Capital Projects Update

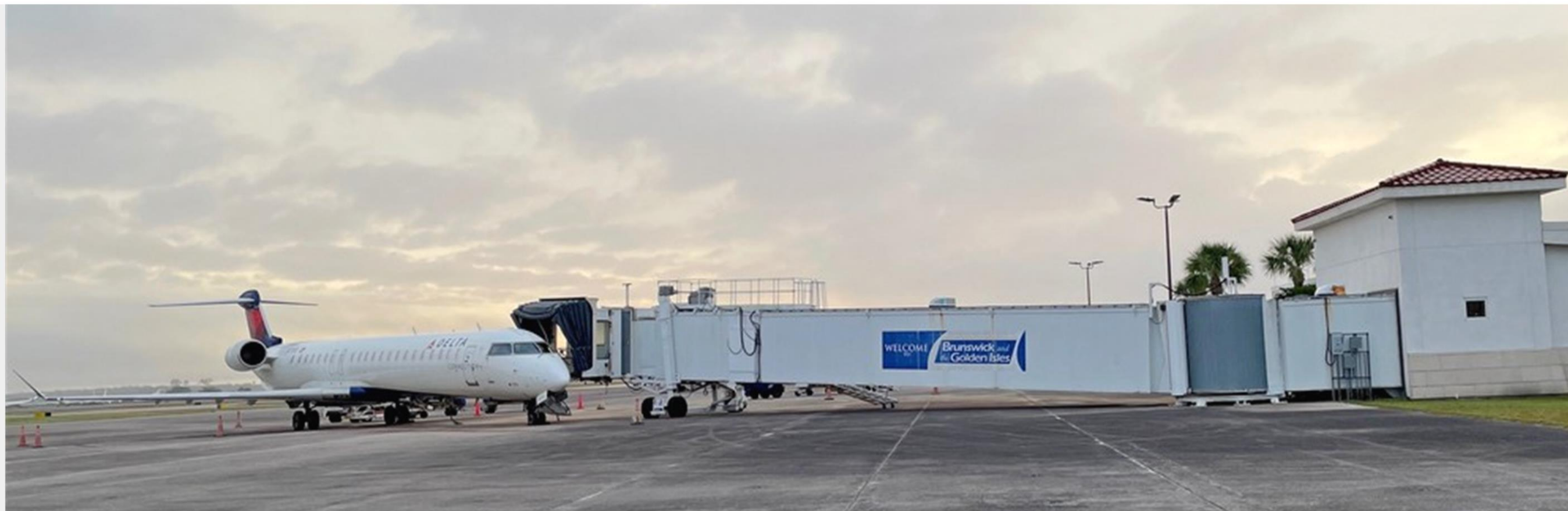
E. Aircraft Rescue & Fire Fighting (ARFF) Station Brunswick Golden Isles Airport

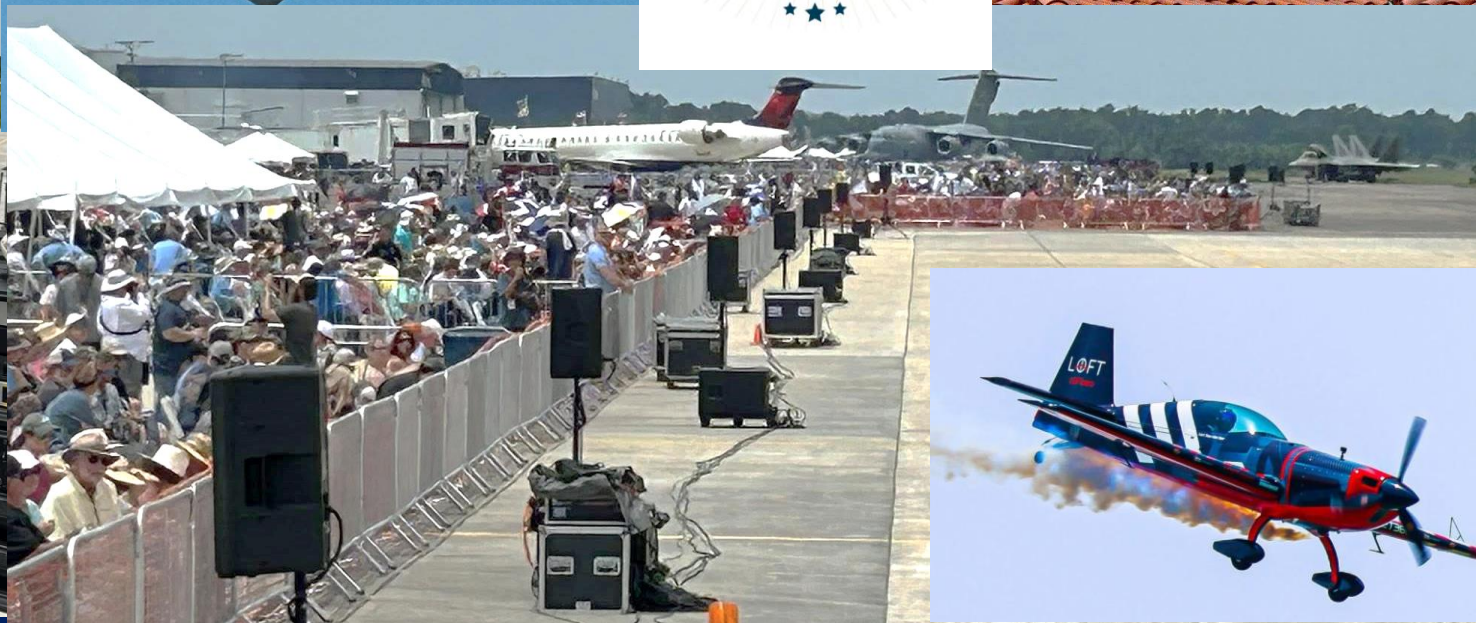
Bids are due: **May 23rd at 2:00 p.m.**
Brunswick Golden Isles Airport



XI. Capital Projects Update

F. Passenger Boarding Bridge Brunswick Golden Isles Airport









B. GAA Legislative Flight Tour

Third Annual GAA Legislative Flight

St. Simons Island Airport

May 8th

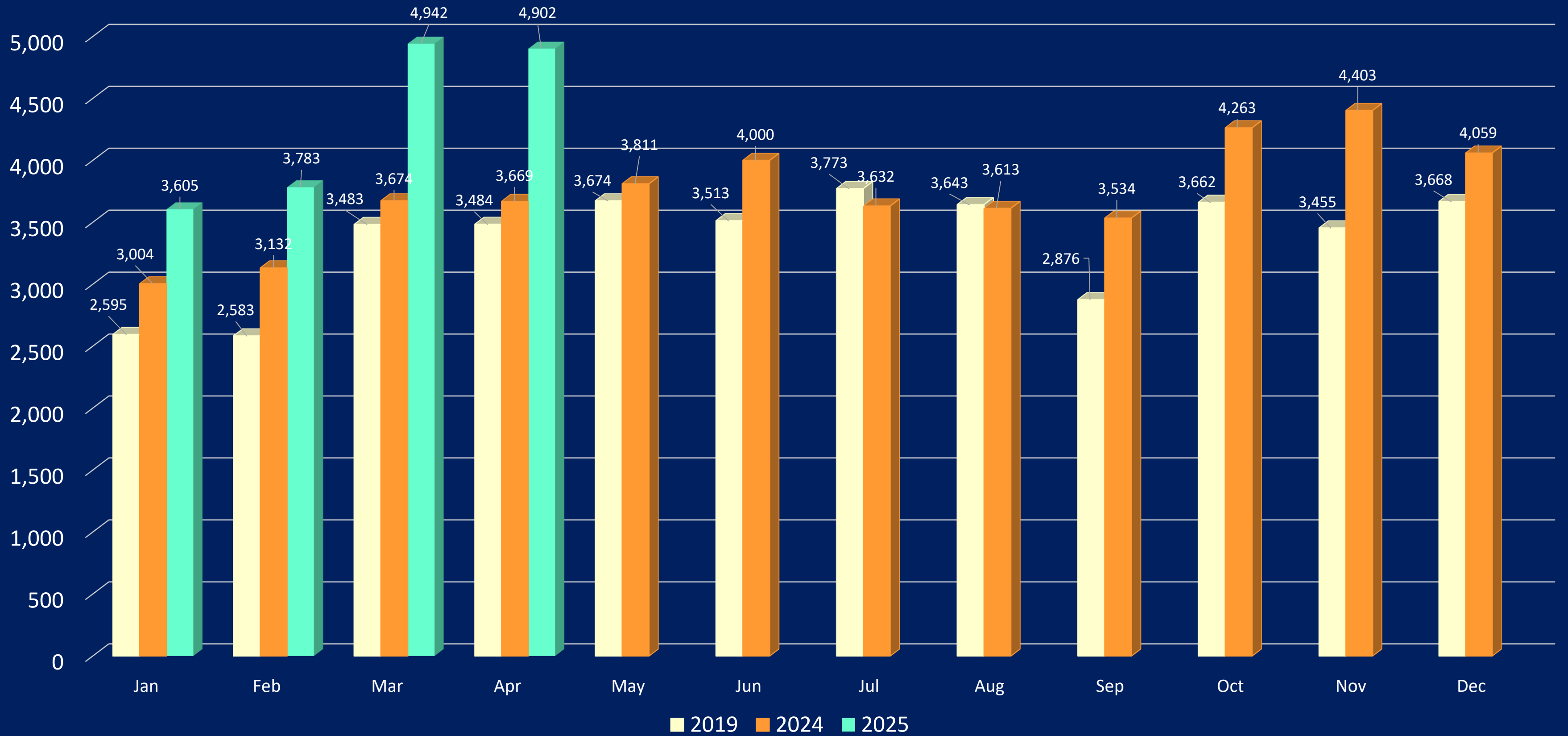


C. Coastal Georgia Honor Flight May 3, 2025

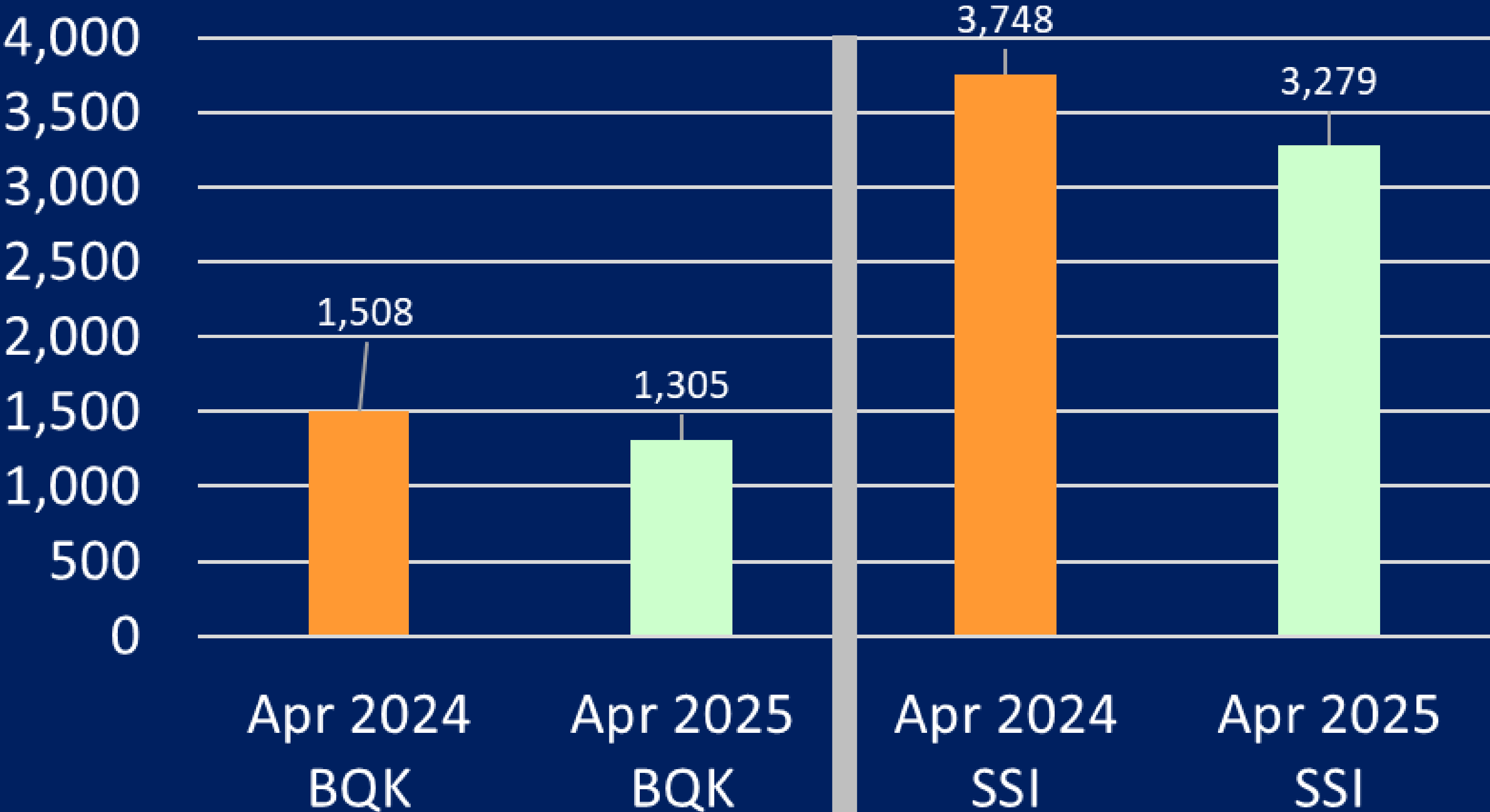


XIII. Activity Report

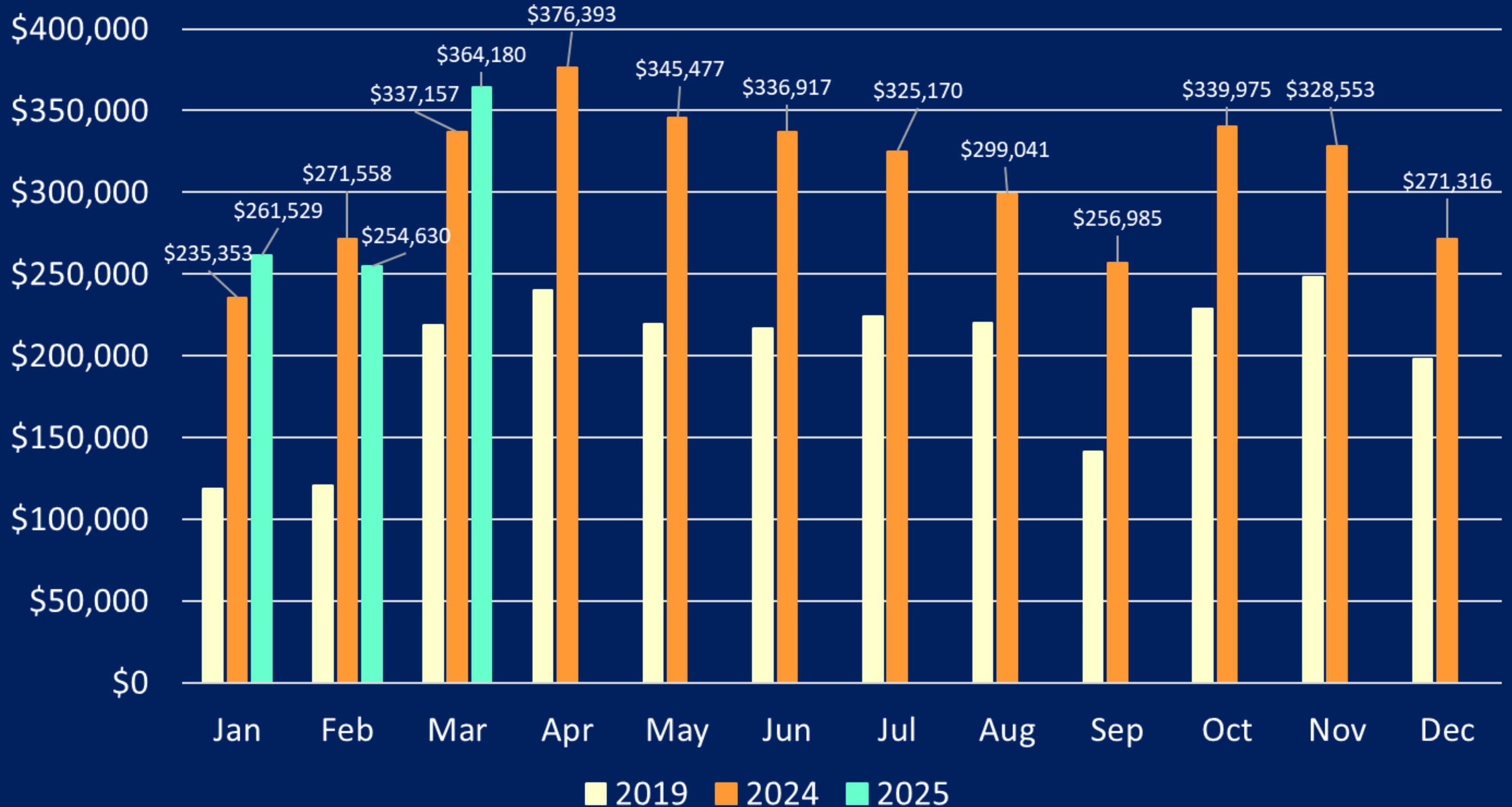
Enplaned Passengers



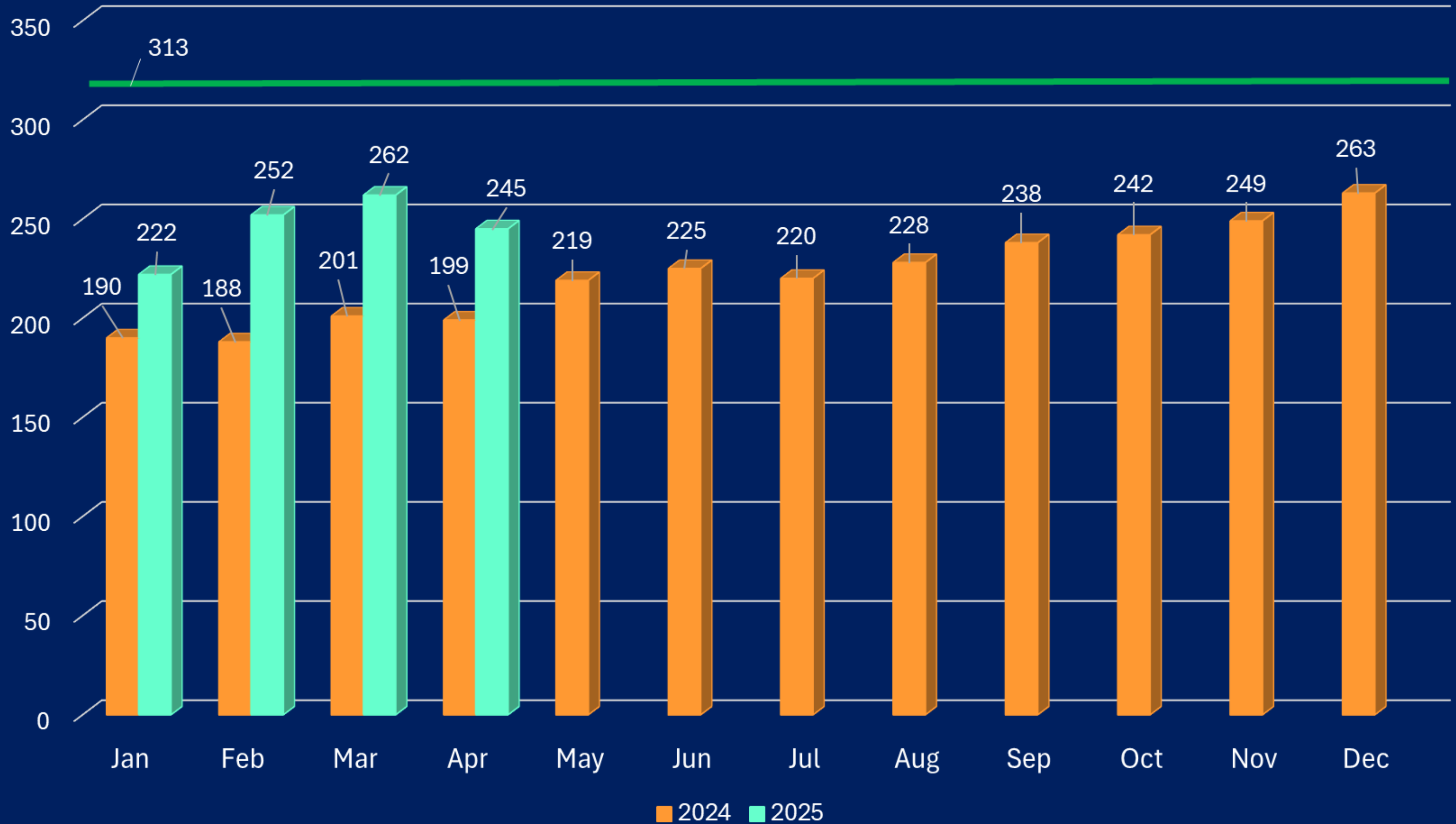
Aircraft Operations - BQK & SSI



Rental Car Gross Receipts - Both Airports



BQK Parking Lot Average Inventory



XIV. Upcoming Events

- **Draft EA Public Workshop – May 20, 2025 - 5:00 p.m.**
Airport Commission Annex – St. Simons Island Airport
160 Gary L. Moore Court
- **Glynn County Airport Commission Meeting**
June 17, 2025 – St. Simons Island Airport

XVII. Adjournment

