



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

  Glynn County Airport Commission	
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

Enclosure A



VII. Glynn County Airport Commission



Safety



Infrastructure & Maintenance



Reliability



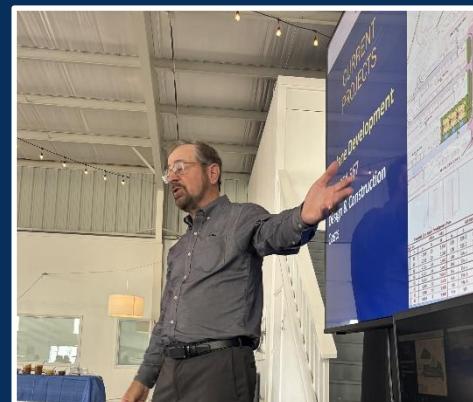
Efficiency



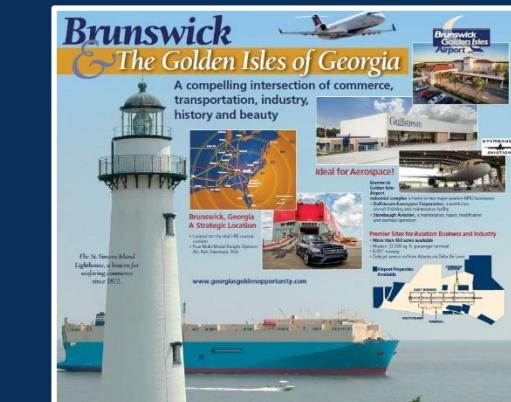
Customer Service



Community Involvement



Communication



Self Supporting



Exceptional Workplace

VII. Glynn County Airport Commission

2025 Strategic Plan



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

VIII. Finance & Administration

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

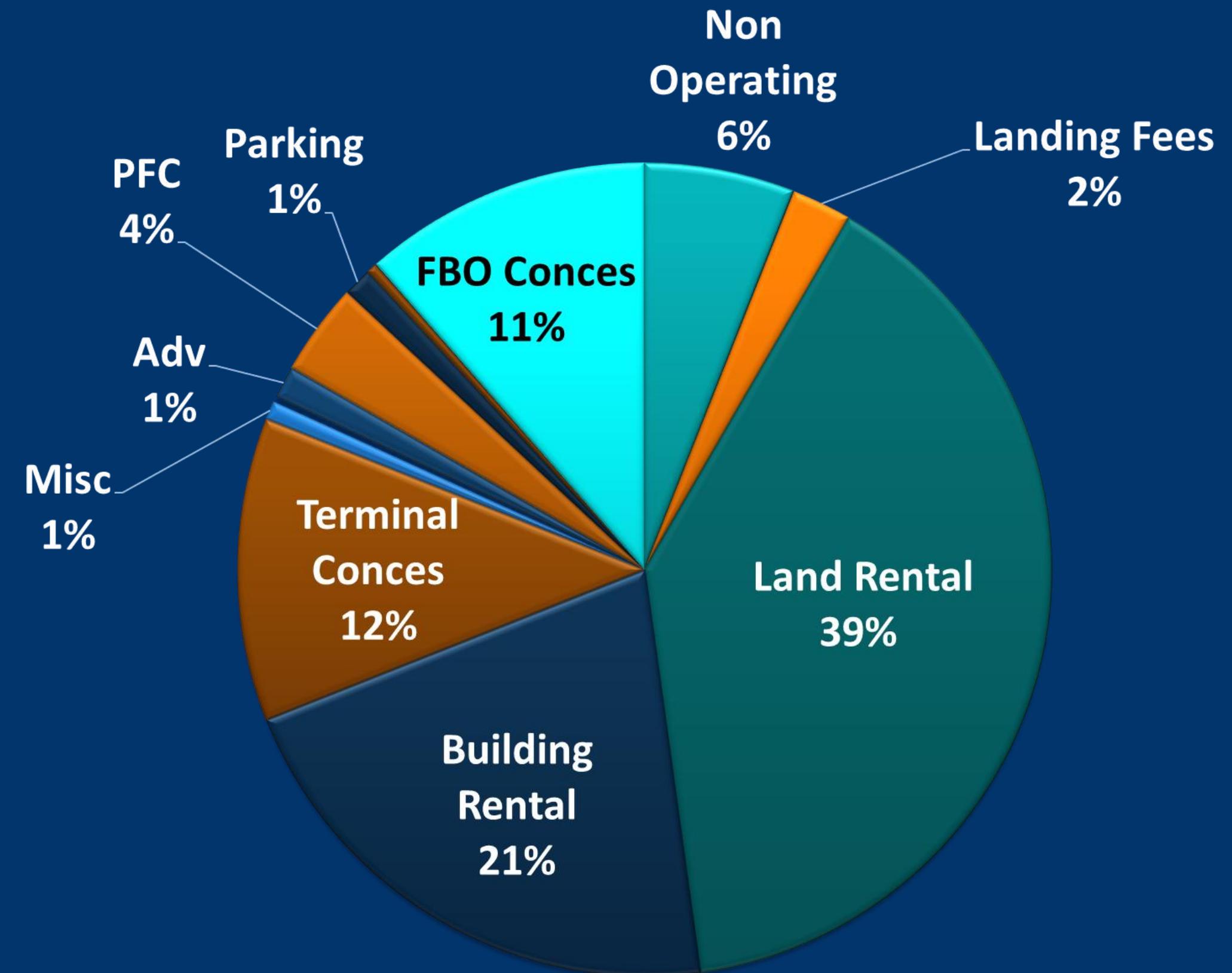


Fiscal Year 2025 – 2026 Proposed Budget

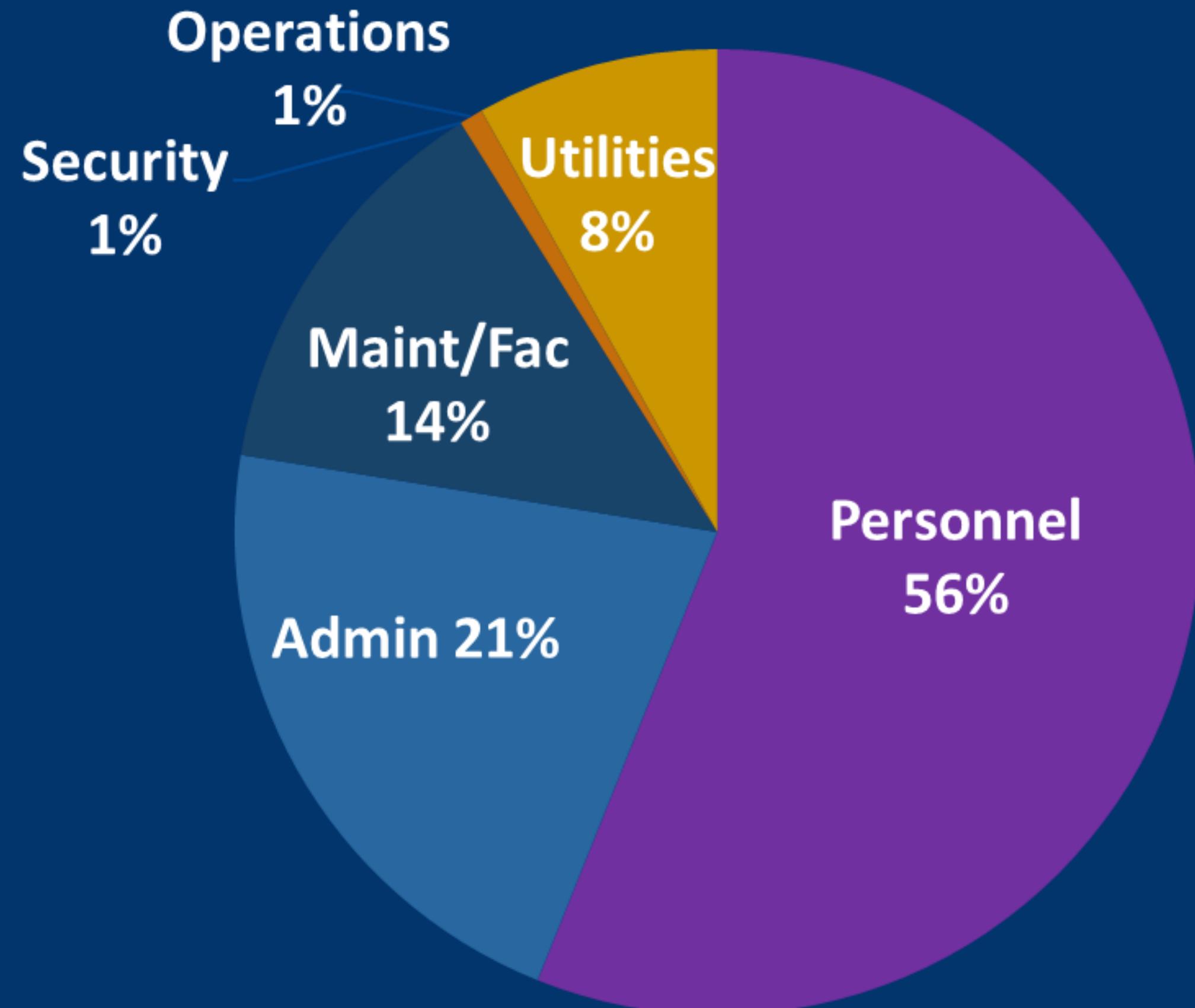
GLYNN COUNTY AIRPORT COMMISSION BUDGET SUMMARY FY25/26

	<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



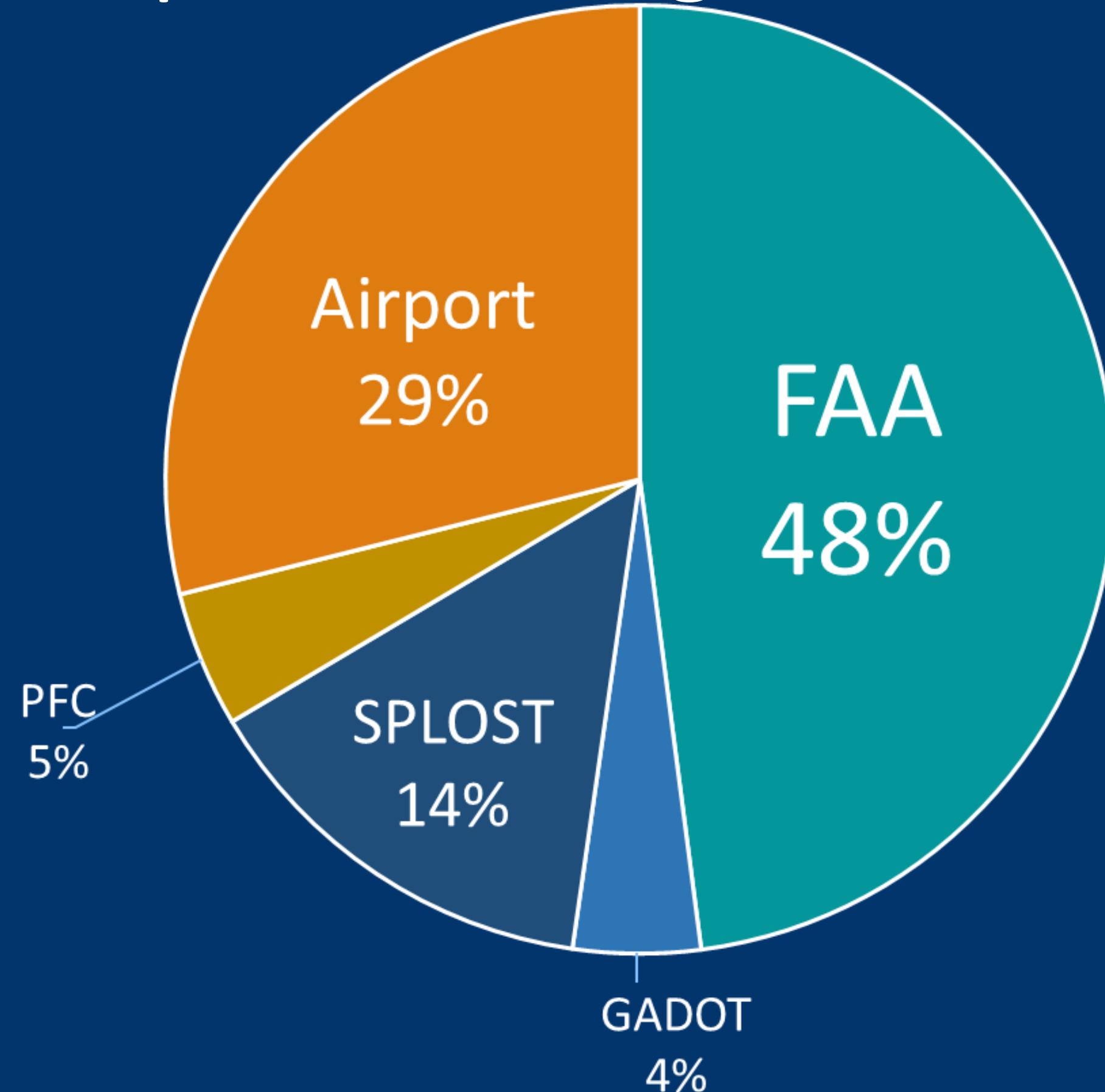
PROPOSED EXPENSE BUDGET FY 25/26



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

		AIRPORT							
		TOTAL	FAA	STATE	SPLOST	OTHER	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
		AIRPORT							
		TOTAL	FAA	STATE	SPLOST	OTHER	LOCAL	EXPENDED	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.

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

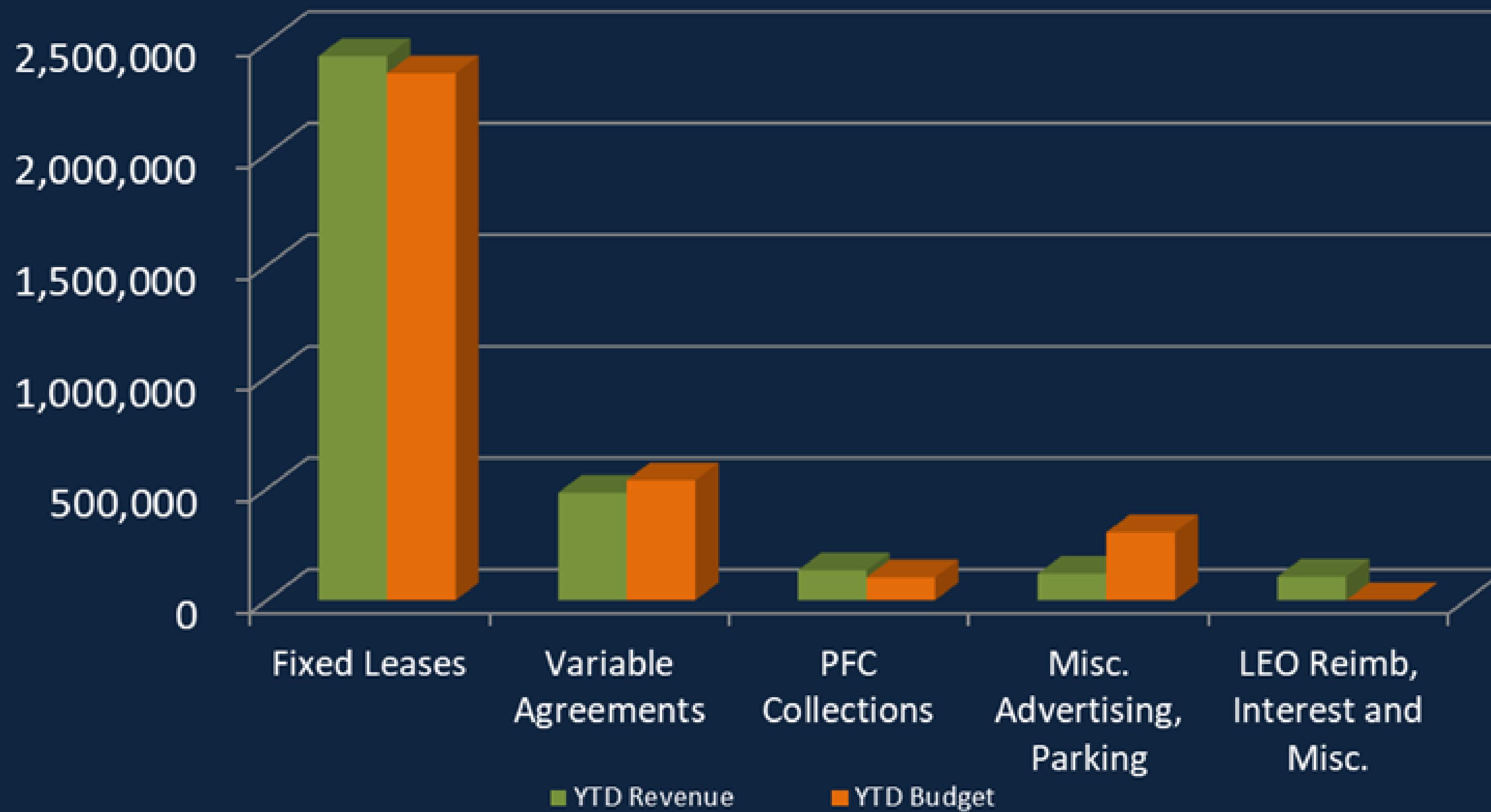
QTR 3

81%

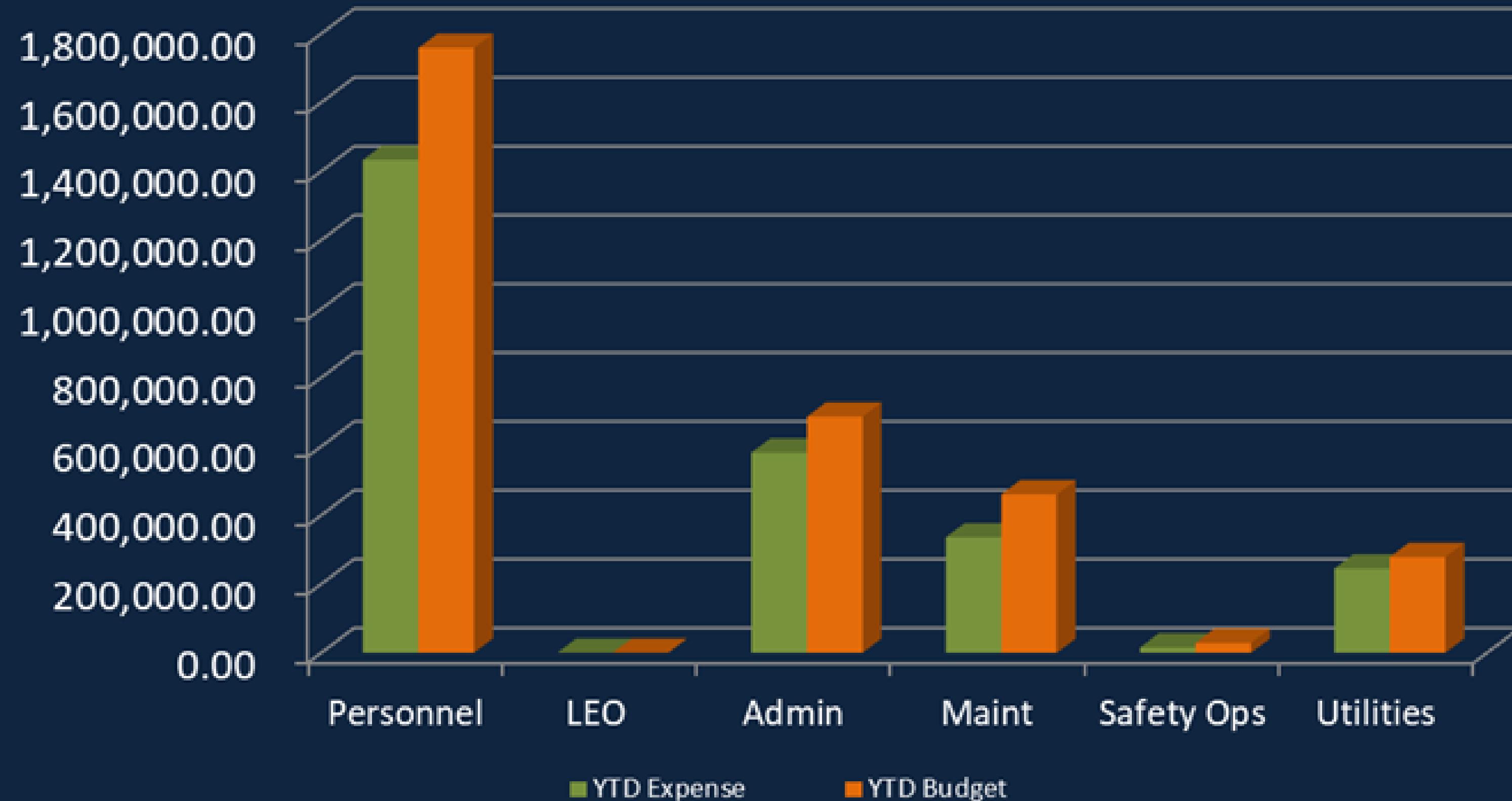
-0.84% from last QTR

Net to Capital Program \$672,184

YTD Revenue Budget Comparison



YTD Expense Budget Comparison



Enclosure B

Glynn County Airport Commission

As of March 31, 2025

CAPITAL PROJECTS

TOTAL BUDGET
\$24.238
+7.4%

TOTAL REVENUES
\$2.514
+213%

TOTAL EXPENSES
\$3.665
+6.34%

PERCENT COMPLETE
15.12%
+6.27%

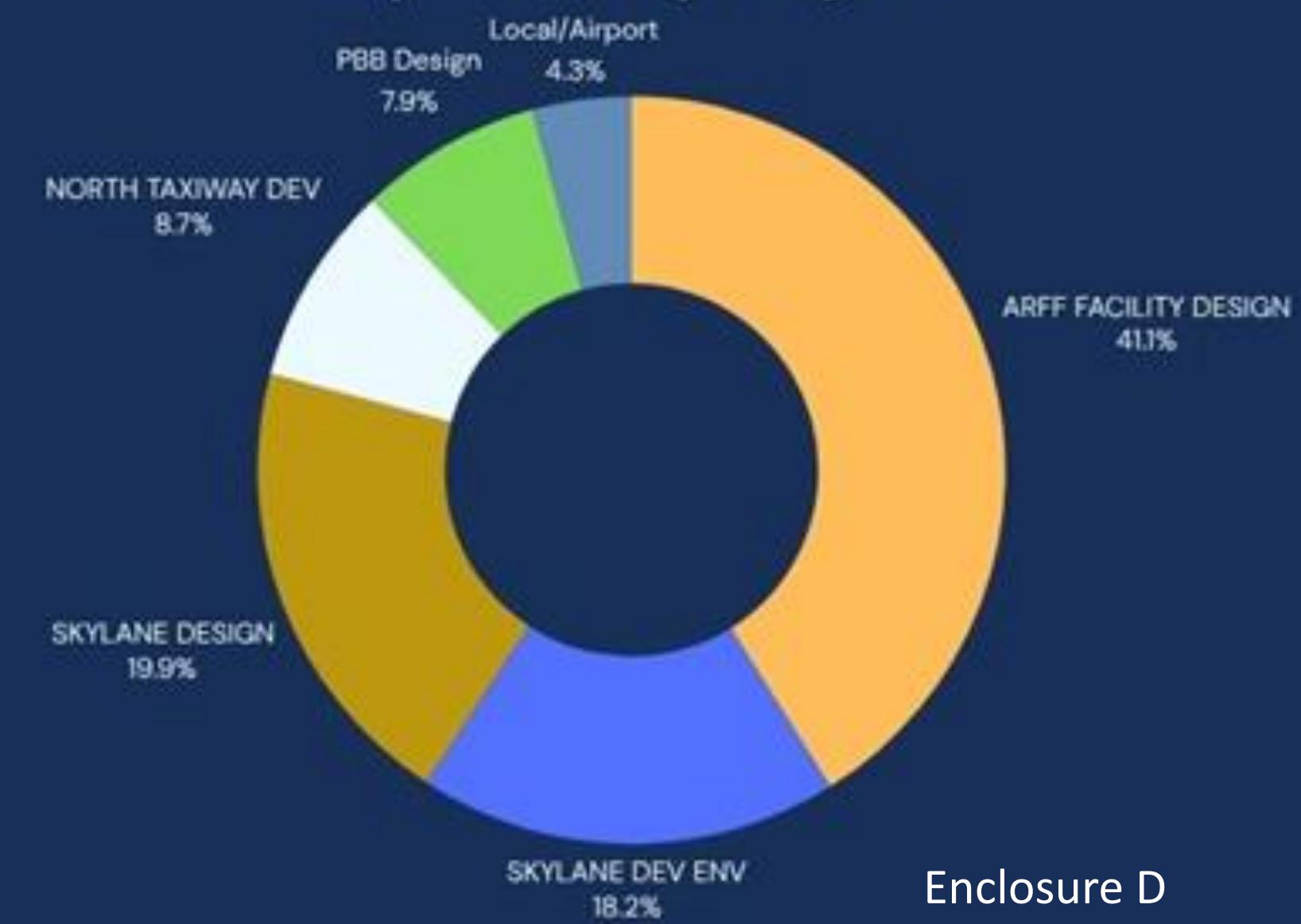
ENCUMBERED
\$20.609
-0.8%

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

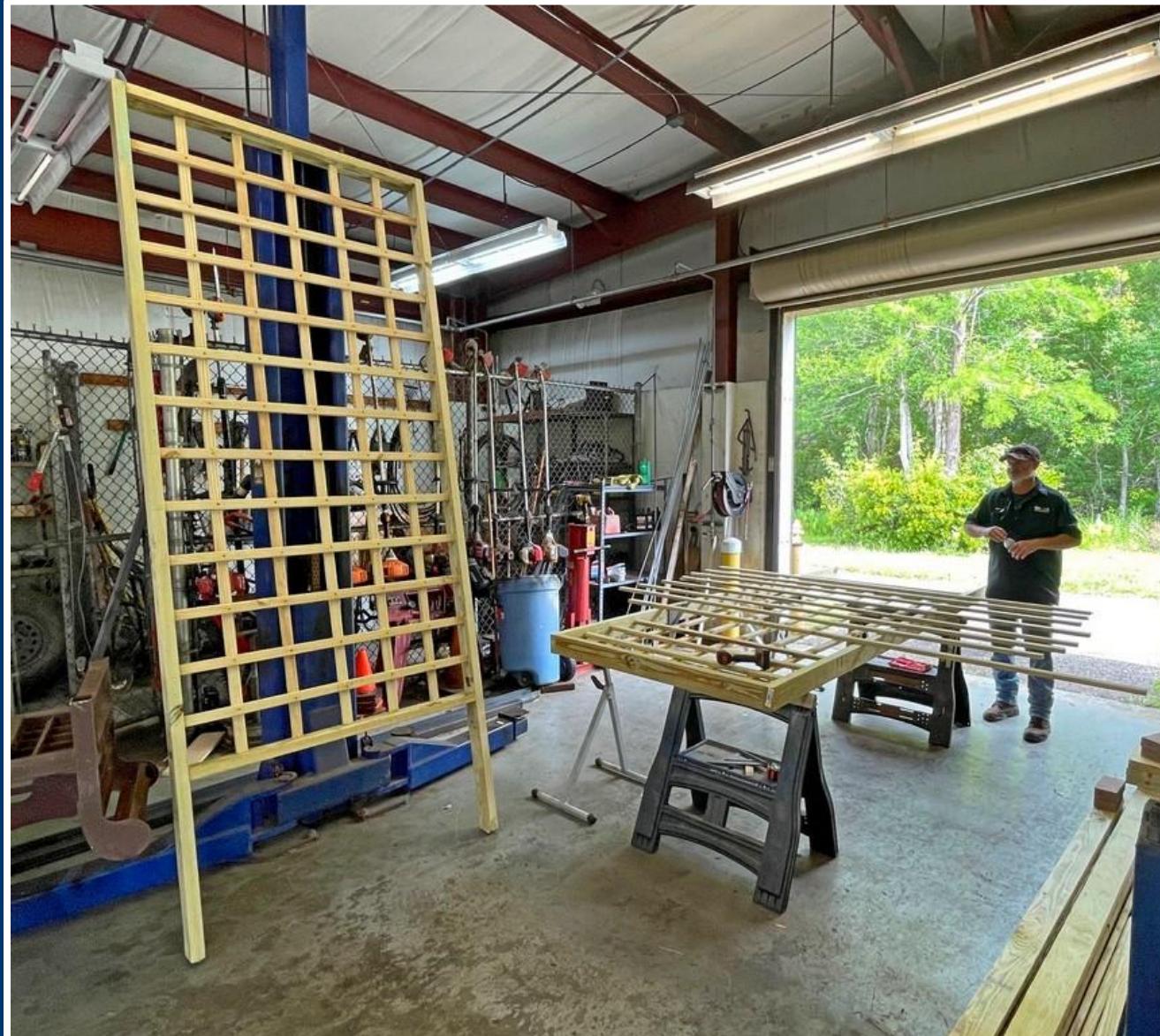
B. FAR Part 139 Wildlife Training – Brunswick Golden Isles Airport



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

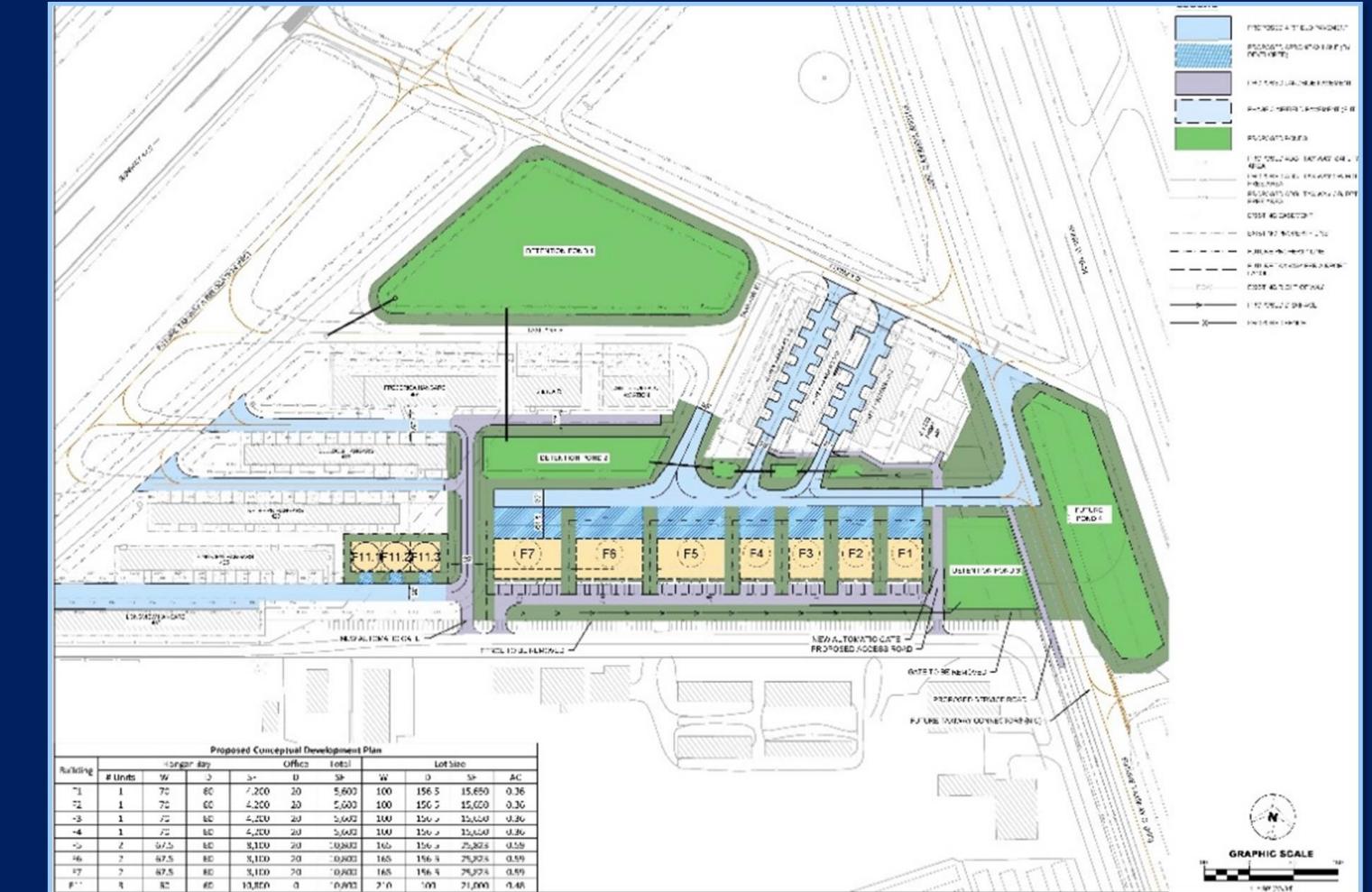
**Recommendation: Approve RS&H, Inc. Work Order No. 02
Amendment 01 in an amount not to exceed \$19,213 and
authorize the Executive Director to Execute all necessary
documentation.**

XI. Capital Projects Update

Safety Improvements Environmental Assessment – St. Simons Island Airport

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

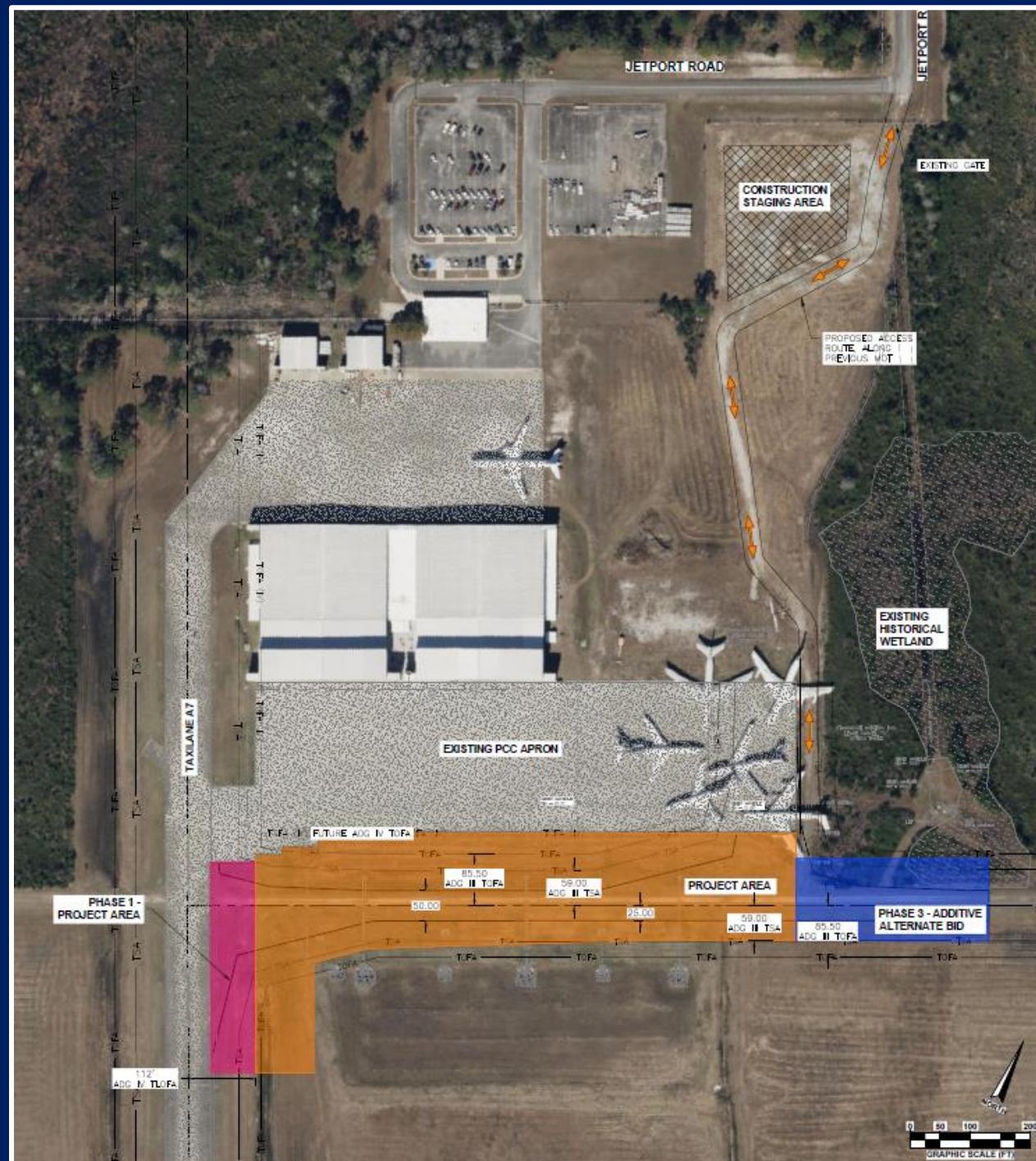
**Draft EA Public Workshop Tuesday, May 20th 5:00 – 7:00 p.m. at the
Glynn County Airport Commission Annex - 160 Gary L. Moore Court, St. Simons Island Airport**



Building	# Units	Address	Lot Size	Offices	Total
F1	1	70	80' x 200'	5,600	100
F2	1	70	80' x 200'	5,600	100
F3	1	70	80' x 200'	5,600	100
F4	1	70	80' x 200'	5,600	100
F5	1	70	80' x 200'	5,600	100
F6	1	70	80' x 200'	5,600	100
F7	1	70	80' x 200'	5,600	100
16	7	87.5	80' x 200'	0.400	165
17	2	87.5	80' x 200'	0.400	165
18	1	87.5	80' x 200'	0.400	100

XI. Capital Projects Update

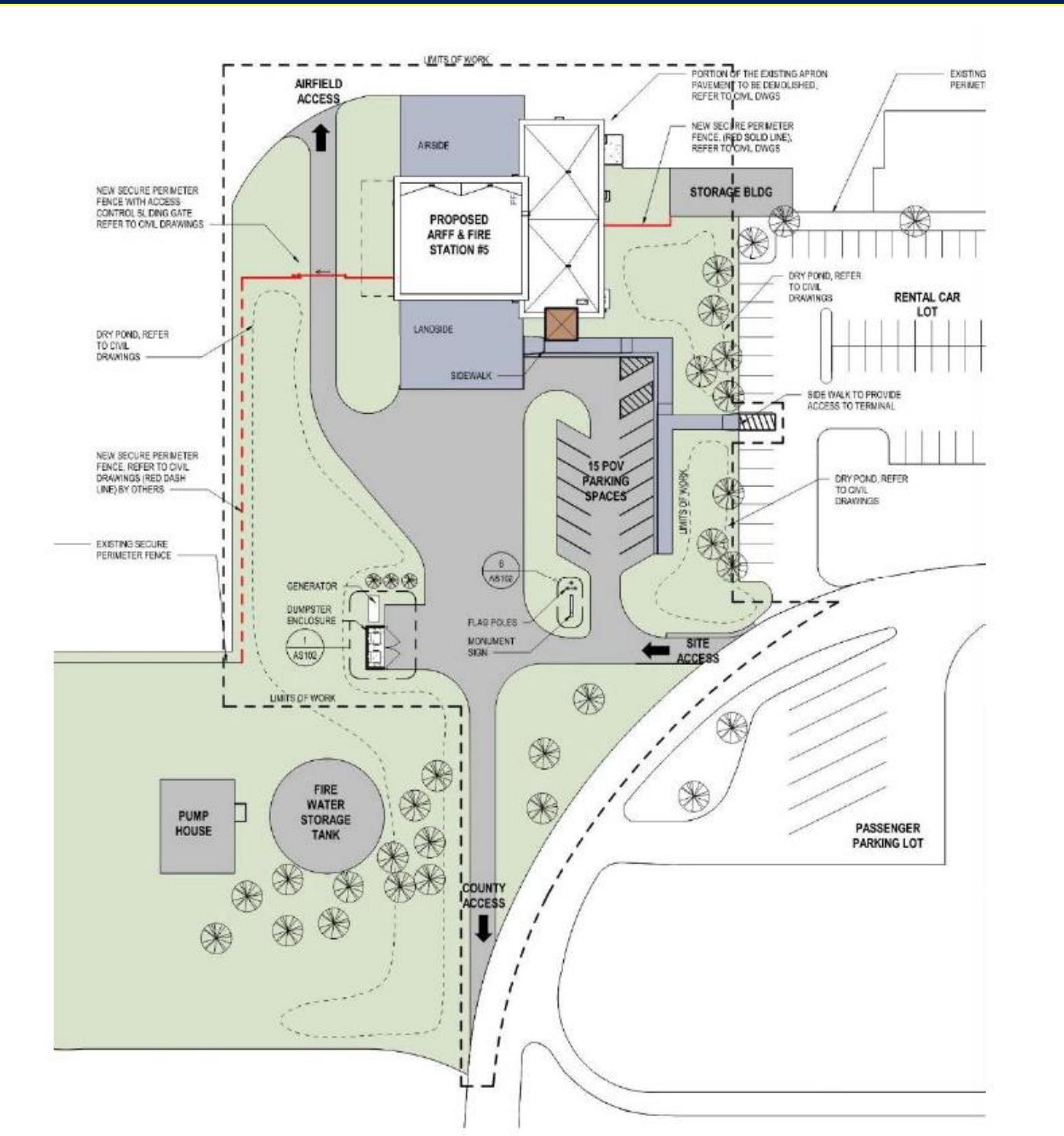
D. North Apron & Taxiway Expansion Project Phase 2 Brunswick Golden Isles Airport



IX. Capital Projects Update

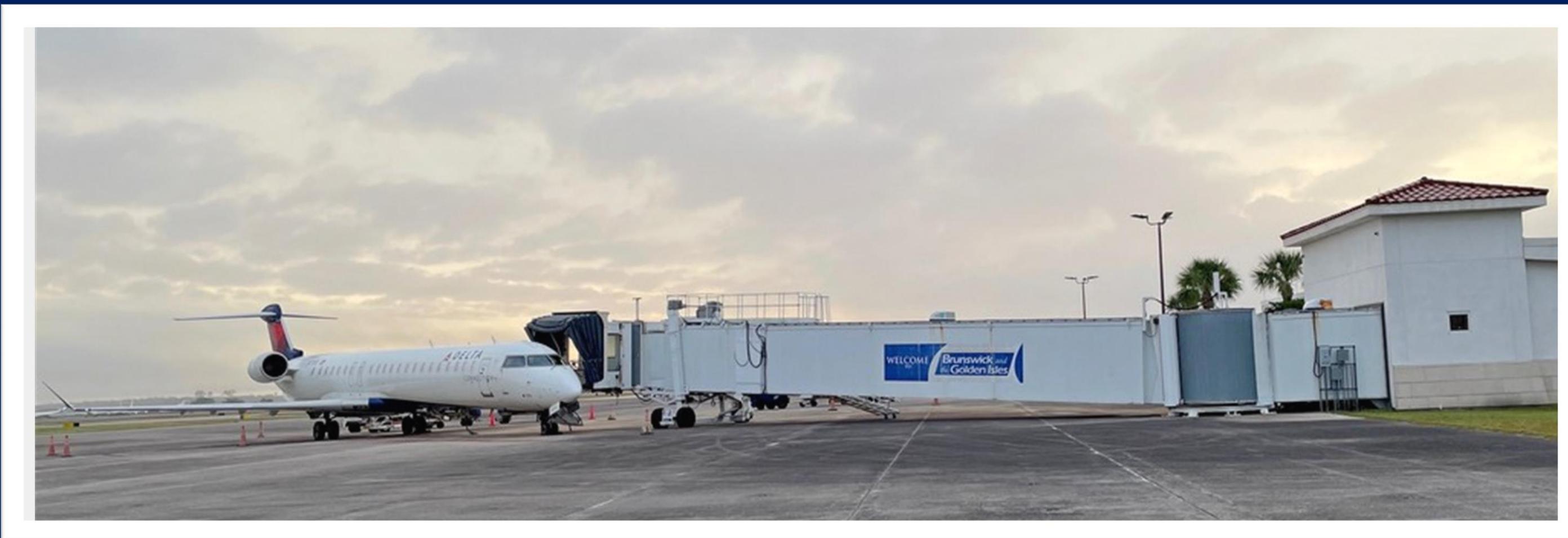
E. Aircraft Rescue & Fire Fighting (ARFF) Station Brunswick Golden Isles Airport

**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







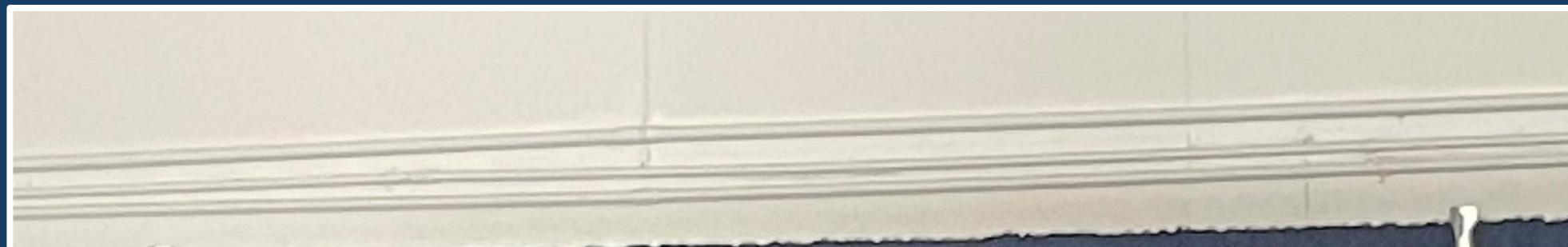


B. GAA Legislative Flight Tour

Third Annual GAA Legislative Flight

St. Simons Island Airport

May 8th

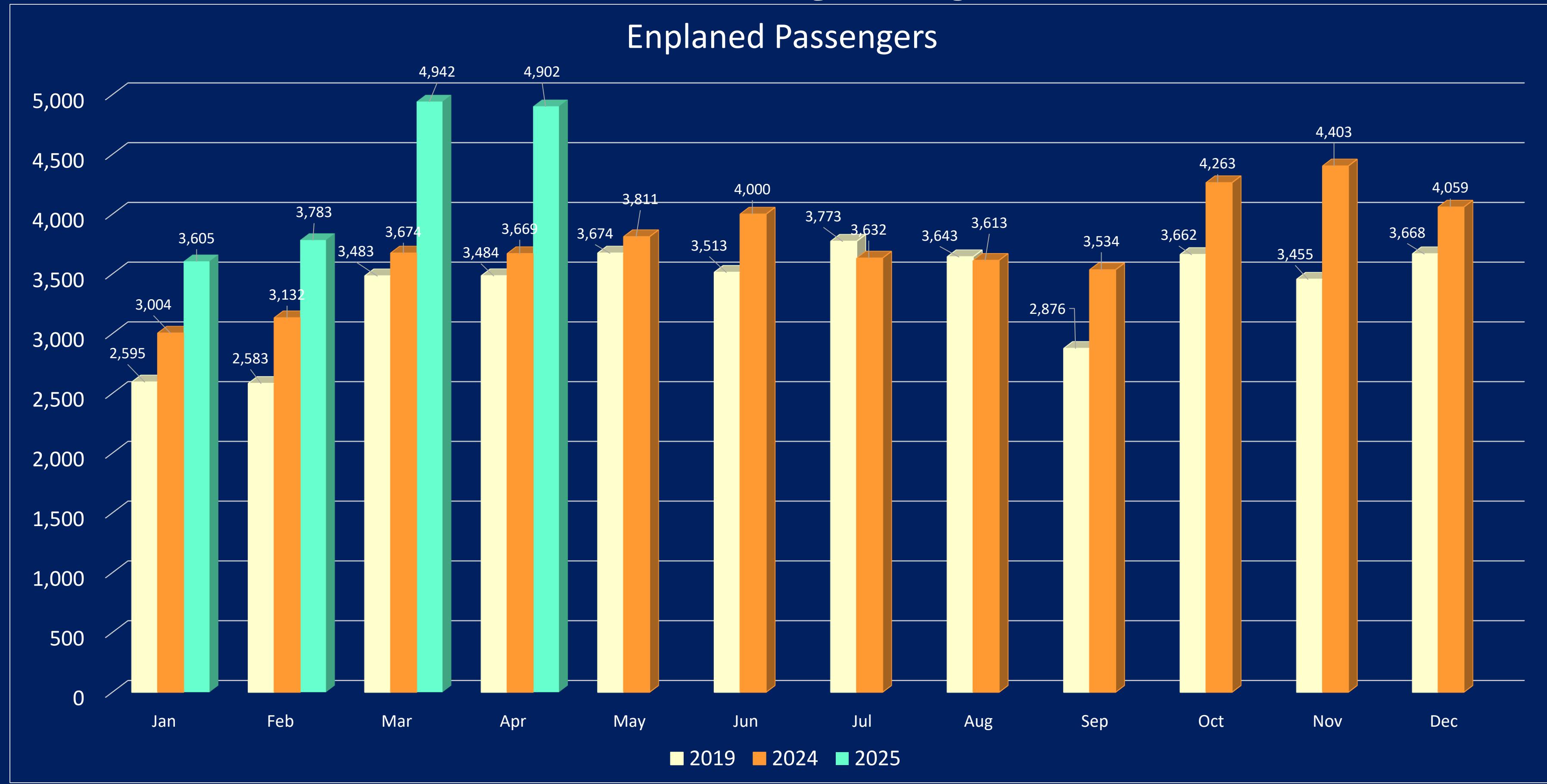


C. Coastal Georgia Honor Flight May 3, 2025

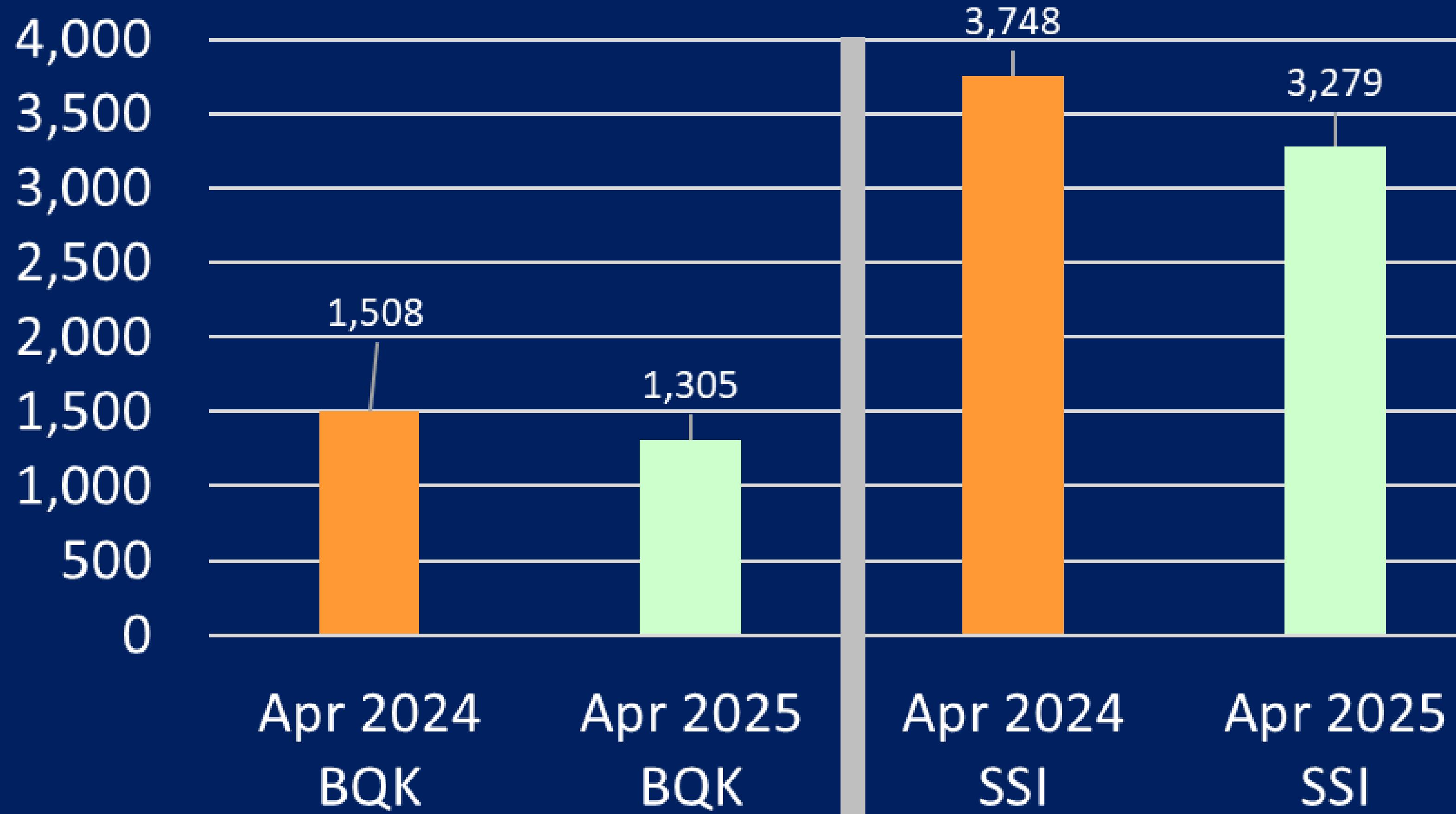


XIII. Activity Report

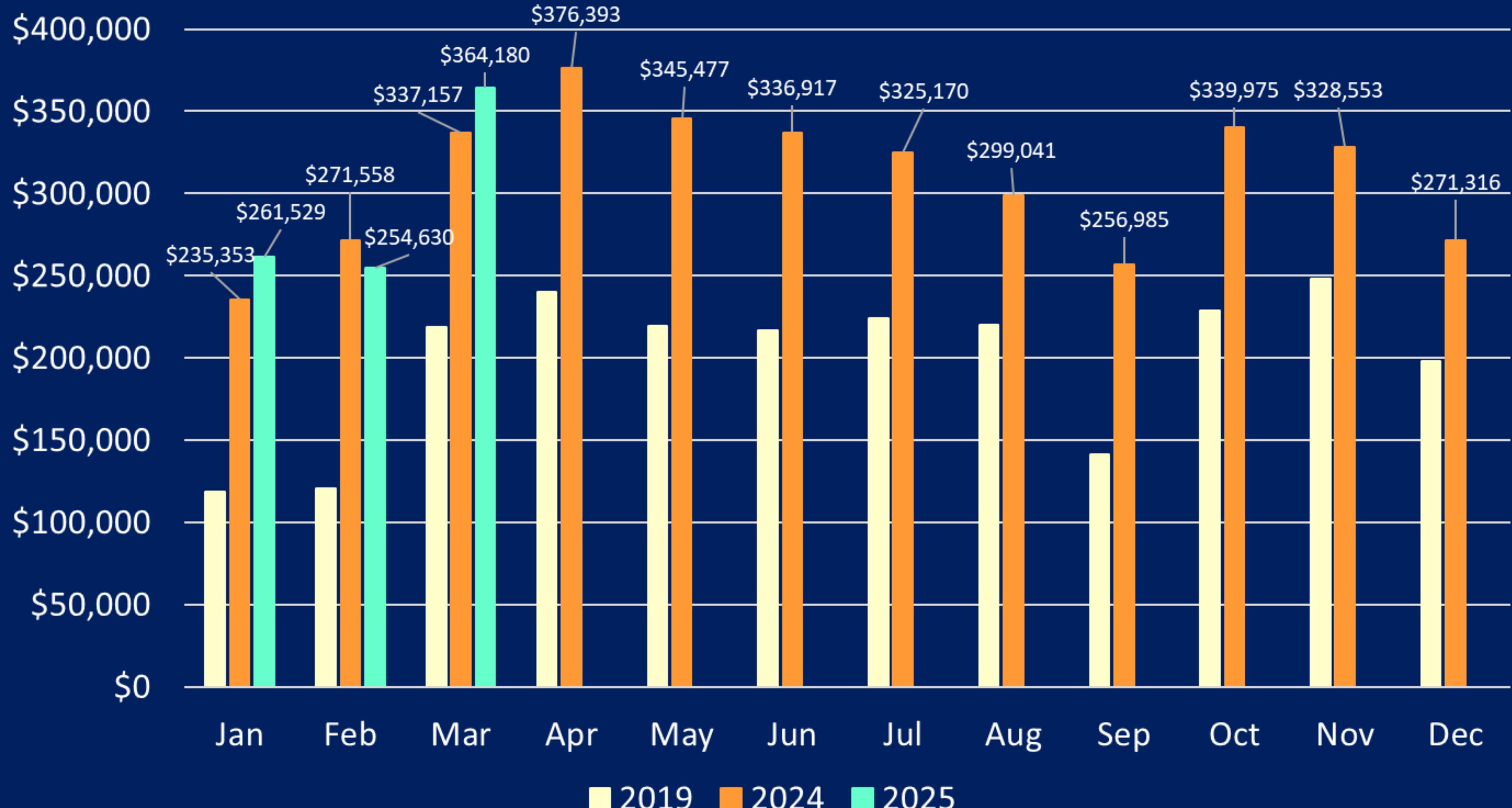
Enplaned Passengers



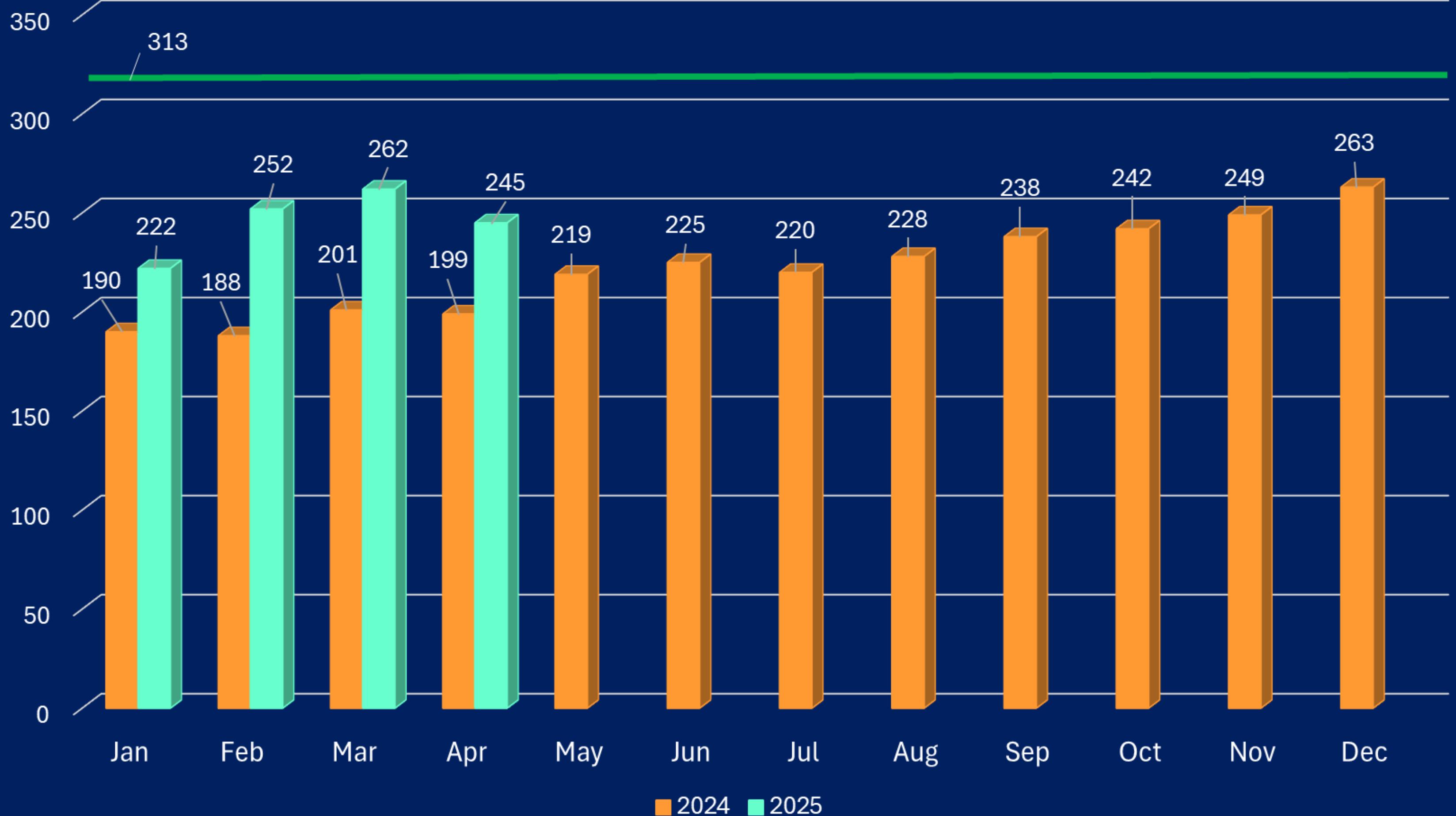
Aircraft Operations - BQK & SSI



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

