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November 18, 2025

Chairman: Ed Farley



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135, 137

Subject: Leasing of Airport Property

The airport property was deeded to Glynn County (County) by the Federal Government for the express purpose of operating airports. The Glynn County Airport Commission (Commission) is obligated to utilize the property for aeronautical purposes only unless the specific property is designated as non-aeronautical for current and planned use as determined in the airports Master Plan and so indicated upon the Airport's Airport Layout Plan which are both updated periodically and approved by the FAA. This policy must be consistent with FAA Compliance Manual 5190.

All airport property has been leased to the Golden Isles Development Authority (Authority) by the County. Subleases require Commission approval and recommendation to the Authority for approval and execution as specified in the MOU between the Authority and the Commission.


It is the policy of the Commission to lease, on behalf of the Authority, Airport Property and facilities on a basis of fair and equitable treatment to the lessee and lessor. Part of the mission of the Commission is to ensure its properties contribute to the self-sufficiency of the entire airport system. All revenues derived from the airport, whether aeronautical or non-aeronautical, must be used to support the aviation system as required by the FAA.

Each potential sublease will be evaluated on its own merits. The sublease evaluation will include at a minimum:

1. Terms are consistent with long-term development objectives for the airport
2. Sublease contribution to airport growth and services
3. Lessee investment in new facilities and improvements to existing facilities
4. Potential job creation by the lessee
5. Lessee's financial standing

AERONAUTICAL LEASES

Aeronautical subleases will be executed for purposes directly or indirectly related to aviation or necessary for the support of aviation in accordance with FAA regulations. In order to comply with FAA regulations, the Commission requires that all airport property designated as aeronautical be used for aviation-related purposes only. Any

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non-aeronautical use of aeronautical property must be approved on a short-term basis subordinate to aeronautical demand, approved by the Commission and compliant with FAA grant assurances. However, incidental and de minimus use of a portion of a leased parcel shall not constitute a violation of this rule.

NON-AERONAUTICAL LEASES

Non-aeronautical leased properties are so designated and are used for commercial purposes that are not directly related to aviation. Airport Property use must be compatible with airport operations.


SHORT-TERM USE AGREEMENT/PERMITS

Short-Term use of Airport Property is permitted for organizational events, parking, to utilize property at the Brunswick Golden Isles Airport or the St. Simons Island Airport for a term not to exceed twelve (12) months. Airport Property short-term use will be approved and permitted by the Executive Director. The use of such property should not conflict with aeronautical use and include rental provisions calculated at non-aeronautical rates.

RENTAL RATES

Rental rates for aeronautical property will be based on the Commission’s annual Rates and Fees which are approved annually with the fiscal year budget and is adjusted annually based on the appropriate regional Consumer Price Index (CPI) or as comparably negotiated.

Rental rates for non-aeronautical parcels will be established by appraisal of fair market value and will be adjusted annually by the appropriate regional CPI or as comparably negotiated.

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LEASE TERMS

Lease terms will be predicated upon the capital investment made to airport property by the potential lessee and an evaluation of the merits of the lease. The Commission utilizes a tiered approach to lease terms based upon tenant’s investment. However, it is completely within the discretion of the Commission to award terms greater than or less than each designated level.


Specific capital investment amounts as required for the length of approved terms are referenced in “Attachment A” to this policy and updated annually along with the Commission budget. For approved developments for aircraft hangar space, investment requirement may be reduced by one-third (1/3).

All rental rates may also include, at the discretion of the Commission, charges for additional subleases, provisions for sharing rental from subleases, percentage of gross revenues, and other charges as deemed necessary or appropriate.

LESSEE OBLIGATIONS


1. Lessee shall prevent escape of fumes, odors, smoke, gas, or other substances from premises and shall neither use nor occupy premises for any unlawful purpose. Lessee shall provide adequate devices to control excessive noises, vibrations, or electromagnetic emissions. Lessee shall not cause, or permit to be caused, any act or practice, by negligence, omission, or otherwise, that would adversely affect the environment or do anything or permit anything to be done that would violate any of said laws, regulations, or guidelines.

2. Lessee at its sole expense shall provide insurance for premises to include but not limited to continuously against loss or damage. The face amount of such insurance shall equal either actual replacement cost of improvements on premises or an amount established by written agreement. Insurance requirements will be more detailed and specific within the Sublease agreement depending on use of the property. Lessee shall indemnify, protect,

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defend, and save Lessors (Authority, County, and Commission) harmless from and against all claims, demands, liabilities, and costs, including attorney fees, arising from damage or injury.

3. Lessee accepts premises "as is". Lessee, at its sole expense, may make permanent improvements or construct new improvements.
4. Lessee must submit detailed construction and site plans for final approval by the Commission prior to construction. The County must approve plans. Lessee shall make all repairs and perform all maintenance to preserve premises in good condition. Leases predicated with new construction shall require that the new construction shall commence on premises within three hundred and sixty-five (365) days from the first day of the initial term of the Sublease Agreement unless unavoidable delays are encountered by Sublessee. In such event, reasonable extension shall be provided to Sublessee in writing by Sublessor or Commission, and such extension shall not be unreasonably withheld. All new construction shall be completed within three hundred and sixty-five (365) days after commencement and shall be performed in a reasonable and professional manner.
5. Any improvement of a permanent nature, including personal property or fixtures that cannot be removed without undue damage to premises, shall become the property of the County at the expiration or termination of the lease.
6. Lessee shall be responsible for the cost of all utilities, utility hookups, and utility services.
7. Lessee may be permitted to assign this Sublease with the prior written consent of the Authority.
8. Subleases will individually include provisions for FAA compliance requirements such as nondiscrimination, exclusive rights, airport

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development and protection, noise standards, and rental rate structure, and escalation clauses, in all leases.

9. Lessee agrees to pay for all lease costs including but not limited to: environmental surveys, utility connections, engineer reviews, legal charges, appraisals, surveys, GCAC's costs, and County recording fees.

Management will establish procedures which enhance and further define the guidelines and requirements in this policy and will be approved by the Executive Director.

Attachment A

Aeronautical & Non-Aeronautical Property Sublease Terms Calculation based upon \$ Capital Investment FY2025-2026

Non-Aeronautical Use Terms				Aeronautical Use Hangar Terms			
Capital Investment \$				Capital Investment \$		# Term Years	
Min Amount	Max Amount			Min Amount	Max Amount		Years
\$1.00	\$103,090.87			\$0.67	\$68,761.61		1
\$103,090.87	\$206,181.77			\$68,761.61	\$137,523.24		10
\$206,182.80	\$309,272.65			\$137,523.93	\$206,284.86		20
\$309,273.69	\$515,454.42			\$206,285.55	\$343,808.10		25
\$545,455.45	\$2,061,817.70			\$363,818.79	\$1,375,232.41		30
\$2,061,818.73	\$15,463,632.72			\$1,375,233.09	\$10,314,243.02		40
\$15,463,633.75				\$10,314,243.71			Negotiation

(***) Capital investment requirement adjusted annually with the GCAC Budget Process. (**)

(***) Capital investment reduced by 1/3 for aeronautical developments. (**)