



DATE: May 14, 2026
TO: Glynn County Airport Commission
FROM: Robert J. Burr, Executive Director
SUBJECT: Glynn County Airport Commission Meeting Agenda

The monthly meeting of the Glynn County Airport Commission (GCAC) will be held at **9:00 a.m. Tuesday, May 19, 2026.**

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

Airport Commission Meeting 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. Approve Glynn County Airport Commission Meeting Minutes
 - A. Glynn County Airport Commission monthly meeting minutes April 21, 2026
Recommendation: Approve the Glynn County Airport Commission monthly meeting minutes for April 21, 2026. (Enclosure A) [Link](#)

- B. **Glynn County Airport Commission Special Called Meeting Minutes May 8, 2026**
Recommendation: Approve May 8, 2026 Special Called Meeting minutes (Enclosure B)
[Link](#)

VI. **Finance – Shawna Williams, C.M., Director of Finance and Administration**

- A. **Glynn County Airport Commission Fiscal Year 2026-2027 Budget** – Staff has developed a balanced budget for FY 26-27 with proposed operating revenues of \$5,205,493 and proposed operating expenses of \$ 4,985,690. The Capital program for ongoing and new projects includes \$46,935,862 in capital expenses and the Commission will be seeking approximately \$32,964,259 in federal and state grants along with other funding sources to complete the program.

Recommendation: Approve the Glynn County Airport Commission Fiscal Year 2026-2027 Budget and recommend approval to the Golden Isles Development Authority. [Link](#)

- B. **Quarterly Financial Report- Tiffany Landry, Assistant Director of Finance (Enclosure C)**
[Link](#)
- C. **Resolutions – Authorization to accept Georgia Department of Transportation (GDOT) contracts for costs associated to Glynn County Airport Commission for Skylane Development Design and Construction and miscellaneous project reimbursements at the St. Simons Island Airport.**

The Glynn County Airport Commission has been notified of forthcoming grant opportunities through Georgia Department of Transportation (GDOT) for projects at the St. Simons Island Airport.

Recommendation: Authorize the Executive Director and staff to sign such documents that may be necessary to complete these projects and accept contracts from GDOT to include State Funds and furthermore authorize funding of Glynn County Airport Commission contract match from available budgeted funds and recommend approval to the Glynn County Board of Commissioners.

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

- A. **United States of America (TSA) Sublease Amendment No. 1 - LEASE NO. GS-04P-LGA60406 – Brunswick Golden Isles Airport** -The U.S. Government Lease with the Transportation Security Administration (TSA) for terminal space at the Brunswick Golden Isles Airport is up for renewal. An extended term has been negotiated for a 5-years ending on January 17, 2031, with a fixed rental rate which will increase to \$50,895.05 annually (Previous Rental Rate \$37,282.80). This leased area is used for Security Screening of passenger and baggage at the Brunswick Golden Isles Airport. Legal has reviewed and approved the amendment.

Recommendation: Approve the United States of America (TSA) Sublease terms and recommend the Brunswick and Golden Isles Development Authority approval, pending legal review. (Enclosure D) [Link](#)

B. Georgia Power Company Underground Distribution Line Easement – Brunswick Golden Isles Airport

Georgia Power Company has requested an easement to service the ARFF Station/Fire Station #5 located at 255 Aviation Parkway to construct, operate, and maintain upon and under the Easement Area its distribution line for transmitting electric current with necessary infrastructure.

Recommendation: Approve Georgia Power Underground Distribution Line Easement at the Brunswick Golden Isles Airport and recommend approval to the Golden Isles Development Authority, upon legal review. (Enclosure E) [Link](#)

C. Calvary Aeronautical Services, LLC Lease – Brunswick Golden Isles Airport

Lease office facility – 750 square feet (25 x30) with a monthly rate of \$376.25. Lease will begin August 1, 2026 and expire July 31, 2027 with the option to renew annually. Use will be office space for flight examination services.

Recommendation: Approve the proposed lease terms for Calvary Aeronautical Services, LLC, pending legal review. (Enclosure F) [Link](#)

D. Glynn County and Brunswick Joint Water Sewer Commission Utilities Easements – Brunswick Golden Isles Airport

Glynn County and Brunswick Joint Water Sewer Commission has requested an easement for Lift Stations 4041 and 4046 at the Brunswick Golden Isles Airport. The easements shall include the site occupied by the Lift Stations and all associated downstream infrastructure necessary to its operation and maintenance.

Recommendation: Approve the Glynn County and Brunswick Joint Water Sewer Commission easements at the Brunswick Golden Isles Airport and recommend approval to the Golden Isles Development Authority, pending legal approval.

E. Glynn County and Brunswick Joint Water Sewer Commission Utilities Easement – St. Simons Island Airport

Easement for a well and pumpstation - all that tract or parcel of land, lying and being on St. Simons Island being a triangle parcel containing .25 acres, more or less, within what is currently know by the Glynn County Tax Assessor as Map/Parcel 04-02922. Said Easement

being bordered on the northwest by the western margin of Johnny Owens Road, on the northeast by the southwestern right-of-way of Demere Road and on the south by the centerline of Demere Annex Road extended eastward.

Recommendation: Approve the Glynn County and Brunswick Joint Water Sewer Commission Utilities Easement at the St. Simons Island Airport and recommend approval to the Golden Isles Development Authority, subject to legal review.

VIII. Facilities & Operations – Vernon Bessing Director of Facilities & Operations

A. FAA Part 139 Inspection Report – Brunswick Golden Isles Airport

B. Bartow Executive Airport Virtual Digital Control Tower Visit Report

IX. Executive Director’s Items

Georgia Airports Association Legislative Update – Terra Winslett, C.M, Director of Property & Marketing

**X. Activity Report – Tiffany Landry, Assistant Director of Finance and Administration
(Enclosure G) [Link](#)**

A. Enplanement Report

B. Flight Reliability Report

C. Airport Operations

D. Rental Cars Report

E. Parking Lot Capacity – Brunswick Golden Isles Airport

XI. Upcoming Events

➤ **Coastal Georgia Honor Flight – Revised Date: Saturday June 13, 2026 – Brunswick Golden Isles Airport**

➤ **Glynn County Airport Commission Monthly Meeting – Tuesday, June 16, 2026 – St. Simons Island Airport**

XII. Executive Session

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