Brunswick Golden Isles Airport

McKinnon St. Simons Island Airport

Glynn County Airport Commission



GLYNN COUNTY AIRPORT COMMISSION

APPROVED JUNE 4, 2019

FISCAL YEAR 2019-2020

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Mission:

The Glynn County Airport Commission's primary function is to maintain the airport system of Glynn County to the highest safety, reliability, and efficiency standards possible with the resources available. Further, the Commission shall insure the infrastructure and services are maintained, enhanced, and promoted to the level desired by the community and customers utilizing the facilities. The Commission shall accomplish the above functions while remaining as financially self-supporting as possible.

A Shared Vision for Brunswick and the Golden Isles

Working together to make Brunswick and the Golden Isles an exceptional place in Georgia to live, work and visit by strengthening our communities and enhancing the quality of life.

Brunswick Golden Isles Airport
McKinnon St. Simons Island Airport
Glynn County Airport Commission

April 26, 2019

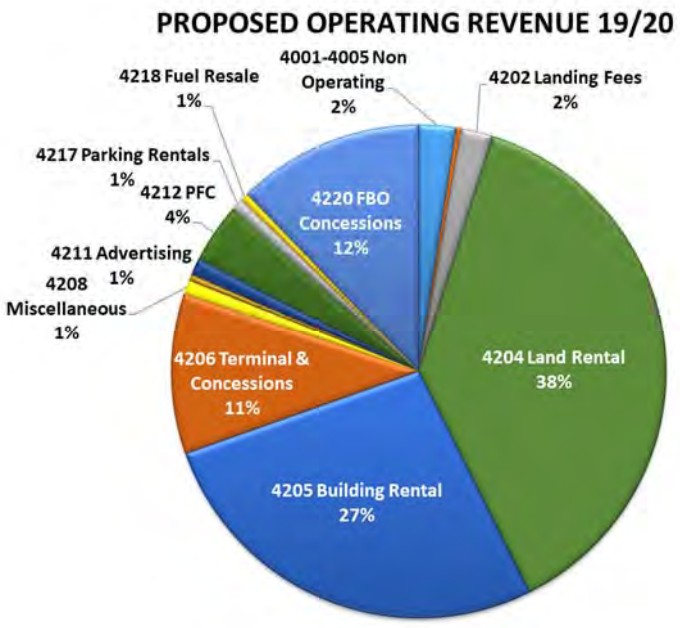
Budget Message Fiscal Year 19/20

The Glynn County Airport Commission Staff has developed a conservative budget for the fiscal year 2019/2020. The Commission has been fortunate that revenues have continued to steadily increase over previous years due to new subleases for formerly vacant properties and scheduled rate adjustments. These increases in revenue enable funding of the capital improvement program and moves the Commission further toward meeting infrastructure and fiscal goals.

Staff has developed a balanced budget. The proposed budget was provided to the Airport Commission at its meeting on May 21, 2019 with the recommendation that the Airport Commission approve the budget on June 18, 2019.

OPERATING REVENUES ***$3,684,530***

Comparing the proposed budget to the current year budget, staff is expecting a 7.04% increase in revenues due to new leases, scheduled rate adjustments for long term leases, and variable concessions.



A conservative forecast indicates an increase in operating revenues of ***$242,343***

- Land Revenues are expected to increase by 4.47% or $59,590 due to new leases in progress that will be completed by June and planned rate adjustments for existing leases.
- Building rental revenues are expected to increase by 2% or $19,500 due to a scheduled rate adjustments for various subleases.
- Concession revenues are expected to increase by 8.66% or $19,266 due an increase in projected concessions.
- FBO Concession are increasing based on current year receivables by 21.4% or, $66,109.

Budget Message FY19/20

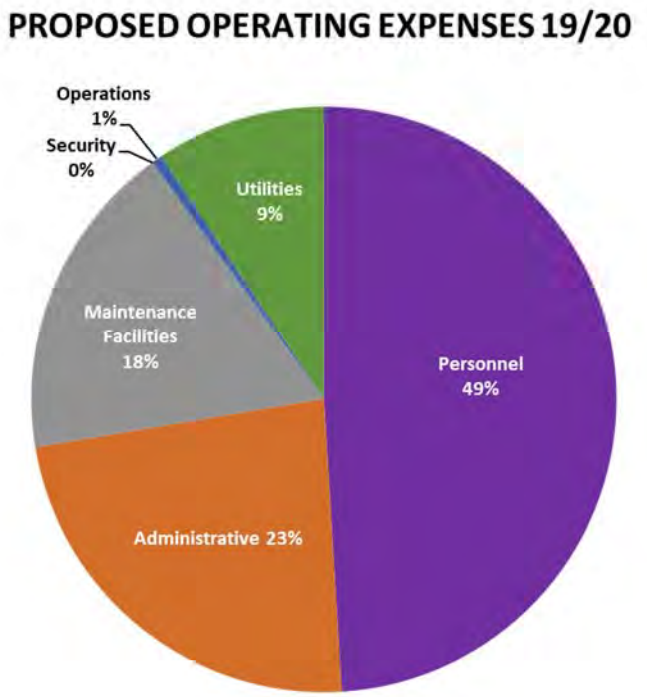
Expectations

- All lease rate adjustments are calculated using an average number of point change on the appropriate CPI table based on previous years' information if actual information is unpublished.
- Contract services are calculated based on current year projected collections and are affected by the current road project GDOT is undertaking on highway 17.
- Landing fees are estimated based on current year projected collections.
- Vehicle Concessions revenues are based on percentage of business as each lease stipulates. Budgeted estimates for 19/20 are based on 11% of last year's actual receivables.
- PFC Revenues are estimated projected receivables for FY18/19.
- FBO Concession fees are based on percentage of business as the lease stipulates. Budgeted estimates for 19/20 are based on projected collections plus the mandated minimum outlined in the lease.

OPERATING EXPENSES ***$3,215,903***

Comparing the proposed budget to the current year budget, operating expenses are expected to increase by approximately 4.71% for the year mostly due to increased needs in business administration and facilities maintenance accounts. Projected savings in operations and other areas offset some of the additional expense.

Operating Expenses are expected to increase by ***$144,700.***



- Personnel expenses including benefits are expected to decrease by -0.84% or -$13,346. A salary study was completed using other airports and Glynn County classifications as comparable means which resulted in certain salary range shifts. Several positions reflect changes to the salary range which were proportionally calculated for each employee. If no salary range updates were identified in the study, a 2.5% increase was added to current salary, which mirrors planning in the proposed Glynn County Budget for FY19/20. Reorganization of staff positions are illustrated in the organizational chart. Employment numbers are changing from 22 to 21.

- Administrative expenses are planned to increase by 12.9%, or $85,731. Programs to support process improvements and professional development have been added to this budget. Increases are requested for training and travel, resources to obtain financial compliance for Governmental Accounting Standards Board (GASB) lease standards, IT and software, mobile communications costs, insurance expenses, and additional professional services for air service program, risk management, PFC application amendments, DBE consulting, and LEO security services.

- Maintenance expenses are expected to increase by 9.55%, or $49,521. Expected increases in expenses include: airfield systems, building maintenance, seasonal temporary staffing, and signage.

- Operations and safety expenses are expected to decrease by -37.63% or $-10,950 by reducing aircraft rental costs and the cancellation of an ARFF training program.

- Utility expenses are expected to increase by 12.77%, or $34,244. The budgeted numbers based on current year projections and include new and/or anticipated accounts.

OTHER COMMITMENTS

Other commitments include leases for copy machines for approximately $3,830 obtained in previous budget programs and implemented during fiscal years 16/17 and 18/19. One leases will expire in June 2019. Staff is currently working to obtain a new lease for an updated machine.

CAPITAL BUDGET

The capital budget proposed will allow the Commission to design and construct infrastructure at the Brunswick Golden Isles Airport and the St. Simons Island Airport. Capital projects dependent on federal and state grant funding include: passenger terminal parking lot expansion environmental and design, ARFF facility evaluation and replacement, compass calibration construction, north apron taxilane design, and runway 4/22 threshold relocation, airfield crack sealing construction and air traffic control tower siting analysis. Additional locally funded projects include: advertising boards in the terminal, lobby area customer service digital signage, a new maintenance vehicle, service animal relief area with ADA access, scissor lift purchase, television for the hold room, bike rack, air conditioning system for the aircraft loading bridge, carpet replacement in TSA and Delta areas, and a water bottle refill station in the hold room.

At this time, the Commission has several phases of projects planned in the improvement program which are not currently funded. As additional funding becomes available from the FAA or GDOT, the Commission would like to be in a position to pursue additional development projects by obtaining the grants and amending the budget to include the required local matching funds.

The staff recommends a total of $277,652 in local capital expenditures to complete approximately $2,548,742 in projects. Matching portions for federal and state grants are funded with the capital fund and unencumbered operating revenues.

The Commission will be seeking approximately $2,247,599 in federal and state grants to complete the capital program for unfunded projects from FY18/19 and new projects in FY19/20.

Please feel free to contact me with any questions you may have.

Best Regards,

Shaundra B. Williams

Finance & Administration Manager
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Brunswick Golden Isles Airport
McKinnon St. Simons Island Airport
Glynn County Airport Commission

Budget Calendar

The following is a comprehensive list off all information that must be coordinated to issue a balanced budget. All staff members contributed accordingly to the process to develop the final budget document.

Task	Responsible Staff	Task Completion
Position Comparables for Salary Study	All	February 11, 2019
Travel and training for All divisions	All	February 18, 2019
Capital Requests	All Managers	February 18, 2019
Lease Rate & Adjustment Schedule	Shawna/Tiffany	February 22, 2019
LEO Schedule	Shawna/Tiffany	February 22, 2019
Advertising Summary	Terra	February 22, 2019
Interest Schedule	Shawna/Tiffany	February 22, 2019
PFC Schedule	Shawna/Tiffany	February 22, 2019
Maintenance Contracts, Services Agreements for Brunswick and St. Simons	Vernon	March 1, 2019
Maintenance Contracts, Service Agreements Marketing & Property	Terra	March 1, 2019
Maintenance Contracts, Service Agreements Finance & Administration, IT, Risk Management	Shawna	March 1, 2019
Facilities, Operations, Security Expenses Brunswick and St. Simons	Vernon	March 1, 2019
Completion of Staff Evaluations	All Managers/Rob	Mach 31, 2019
Administrative (6000's accounts) Requests from all divisions- (excluding travel and training)	All	March 1, 2019
Rates and Fees Schedule Update Data	Rob/Terra/Vernon/Shawna	March 8, 2019
Budget Workbook Final Balance and Review	Shawna	April 2, 2019
Staff Meeting to Review first Draft	All	April 3, 2019
Staff Meeting- Discuss and Review Amended Budget Items	All	April 18, 2018
Payroll Schedule	Shawna/Rob	April 15, 2019
Review Budget Treasurer	Shawna/Rob/ Treasurer, Commissioner Kevin Runner	April 30, 2019
Recommend proposed Budget for Commission Meeting	Shawna/Rob	May 21, 2019
Development Authority Approval	Shawna/Rob	June 4, 2019

GLYNN COUNTY AIRPORT COMMISSION
SUMMARY OF PROPOSED OPERATING BUDGET
FISCAL YEAR 2019/2020

	BQK	SSI	Budget FY19/20	Budget FY18/19	Projected Collections FY18/19	FY19/20 vs Projected FY18/19 Variance	Budget Variance	Budget Inc/Dec %
OPERATING REVENUE								
Revenue	$ 2,341,385	$ 1,254,066	$ 3,595,451	$ 3,361,280	$ 3,491,718	$ 103,733	$ 234,171	6.97%
NON OPERATING REVENUE								
Interest	$ 279	$ -	$ 279	$ 207	$ 338	$ (59)	$ 72	34.64%
Sale of Assets	$ 23,500	$ -	$ 23,500	$ 15,000	$ 2,687	$ 20,813	$ 8,500	56.67%
LEO Grant Reimbursement	$ 65,300	$ -	$ 65,300	$ 65,700	$ 65,314	$ (14)	$ (400)	-0.61%
TOTAL	**$ 2,430,463**	**$ 1,254,066**	**$ 3,684,530**	**$ 3,442,187**	**$ 3,560,058**	**$ 124,472**	**$ 242,343**	**7.04%**

	BQK	SSI	BUDGET FY19/20	Budget FY18/19	Projected Expenses FY18/19	FY19/20 vs Projected FY18/19 Variance	Budget Variance	Budget Inc/Dec %
OPERATING EXPENSES								
Personnel	$ 1,115,557	$ 461,164	$ 1,576,721	$ 1,590,067	$ 1,491,979	$ 84,742	$ (13,346)	-0.84%
Administrative	$ 495,074	$ 255,038	$ 750,113	$ 664,382	$ 574,683	$ 175,429	$ 85,731	12.90%
Maintenance / Facilities	$ 427,394	$ 140,900	$ 568,294	$ 518,773	$ 458,083	$ 110,211	$ 49,521	9.55%
Security	$ 250	$ -	$ 250	$ 750	$ -	$ 250	$ (500)	-66.67%
Operations/ Safety	$ 17,650	$ 500	$ 18,150	$ 29,100	$ 9,068	$ 9,082	$ (10,950)	-37.63%
Utilities	$ 260,500	$ 41,875	$ 302,375	$ 268,131	$ 296,490	$ 5,885	$ 34,244	12.77%
TOTAL	**$ 2,316,425**	**$ 899,478**	**$ 3,215,903**	**$ 3,071,203**	**$ 2,830,303**	**$ 385,599**	**$ 144,700**	**4.71%**
NET OPERATING INCOME	**$ 114,038**	**$ 354,589**	**$ 468,627**	**$ 370,984**	**$ 729,754**	**$ (261,127)**	**$ 97,643**	**26.32%**
LONG TERM DEBT								
Lease Obligations	**$ 3,830**	**$ -**	**$ 3,830**	**$ 34,470**	**$ 15,734**	**$ (11,904)**	**$ (30,640)**	**-88.89%**
CONTRIBUTION TO CAPITAL FUND			**$ 464,797**	**$ 336,514**	**$ 714,020**	**$ (249,224)**	**$ 128,282**	

5/20/2019

GLYNN COUNTY AIRPORT COMMISSION
CAPITAL IMPROVEMENTS PROGRAM (CIP)
FY 2019/2020 CAPITAL BUDGET REQUESTS

Restricted East GA Future Phases			*$720,159*
CONTRIBUTIONS FROM O&M AND CAPITAL FUND		**$ 464,797**	**$847,967**

LOC	NO.	PROJECT DESCRIPTION	FY	TOTAL PROJECT COST	REMAINING PROJECT COST	FAA SHARE	STATE SHARE	PRIOR YEAR ENCUMB LOCAL	FY 19/20 LOCAL SHARE	CAPITAL FUND BUDGET
BQK	14071	Terminal Courtyard Enhancement and Canopy	16/17	$ 7,500	$ 7,500	$ -	$ -	$ 7,500	$ -	$ -
BQK	173	Compass Calibration Pad (Environ & Design)	19/20	$ 229,191	$ 229,191	$ 206,272	$ 11,460	$ 8,150	$ 3,309	$ -
BQK	14073	Upgrade Obsolete HVAC Software System	17/18	$ 23,553	$ 8,553	$ -	$ -	$ 8,553	$ -	$ -
BQK	172	AWOS	17/18	$ 152,447	$ -	$ -	$ 109,852	$ 42,595	$ -	$ -
BQK	174	Passenger Terminal Parking Lot Exp & Signage Imp Env & Des	18/19	$ 92,430	$ 92,430	$ 83,187	$ 4,622		$ 4,621	$ -
BQK	TBD	Passenger Terminal Security Improvements Design and Bid	19/20	$ 98,831	$ 98,831	$ 88,948	$ 4,942	$ 4,941	$ -	$ -
BQK	14085	Terminal Advertising Boards	18/19	$ 20,600	$ 20,600	$ -	$ -	$ 7,400	$ 13,200	$ -
BQK	TBD	ARFF Facility Evaluation & Replacement (NEPA Clearance)	19/20	$ 18,679	$ 18,679	$ 16,811	$ 934		$ 934	
BQK	TBD	Compass Calibration Pad Construction	19/20	$ 1,760,008	$ 1,760,008	$ 1,517,912	$ 88,000		$ 154,096	
BQK	176	North MRO Apron Taxilane (Design)	19/20	$ 195,353	$ 195,353	$ 175,818	$ 9,768	$ 3,000	$ 6,767	$ -
BQK	14078	Lift Station Pump	18/19	$ 3,955	$ 3,955	$ -	$ -	$ 3,955	$ -	$ -
BQK	14080	Chiller Motor Spares	18/19	$ 3,600	$ 3,600	$ -	$ -	$ 3,600	$ -	$ -
BQK	14082	Terminal LED Bulb Replacement Project	18/19	$ 10,000	$ 6,267	$ -	$ -	$ 6,267	$ -	$ -
BQK	14083	Terminal Gutter Roof Repairs	18/19	$ 8,000	$ 8,000	$ -	$ -	$ 8,000	$ -	$ -
BQK	14086	Office Construction and Furniture	18/19	$ 30,000	$ 14,383	$ -	$ -	$ 14,383	$ -	$ -
BQK	TBD	Digital Directory Lobby area	19/20	$ 3,000	$ 3,000	$ -	$ -	$ -	$ 3,000	$ -
BQK	TBD	New Maintenance Vehicle (2001 Vehicle Disposal)	19/20	$ 35,000	$ 35,000	$ -	$ -	$ -	$ 35,000	$ -
BQK	TBD	Service Animal Relief Area with ADA Access	19/20	$ 2,000	$ 2,000	$ -	$ -	$ -	$ 2,000	$ -
BQK	TBD	Scissor Lift - Manlift	19/20	$ 28,500	$ 28,500	$ -	$ -	$ -	$ 28,500	$ -
BQK	TBD	TV Baggage Hold Room	19/20	$ 1,200	$ 1,200	$ -	$ -	$ -	$ 1,200	$ -
BQK	TBD	Bike Rack	19/20	$ 1,000	$ 1,000	$ -	$ -	$ -	$ 1,000	$ -
BQK	TBD	Air Conditioning Jet Bridge	19/20	$ 3,600	$ 3,600	$ -	$ -	$ -	$ 3,600	$ -
BQK	TBD	TSA/Delta Carpet Replacement	19/20	$ 6,500	$ 6,500	$ -	$ -	$ -	$ 6,500	$ -
BQK	TBD	Water Bottle Refill Station Hold Room	19/20	$ 950	$ 950	$ -	$ -	$ -	$ 950	$ -
		SUBTOTAL BQK		**$ 2,735,897**	**$ 2,549,100**	**$ 2,088,948**	**$ 229,578**	**$ 118,344**	**$ 264,677**	**$ -**
SSI	1060	Obstruction Clearing	15/16	$ 35,324	$ 35,324	$ -	$ -	$ 35,324	$ -	$ -
SSI	16072	Streetscaping	16/17	$ 40,000	$ 40,000	$ -	$ -	$ 40,000	$ -	$ -
SSI	16084	SSI Annex Office Improvements (3 Phases, 1059, 16071, 16076, 16084)	16/17	$ 141,774	$ 134,307	$ -	$ -	$ 134,307	$ -	$ -
SSI	16080	18B Obstruction Survey	16/17	$ 70,000	$ 28,462	$ -	$ -	$ 28,462	$ -	$ -
SSI	16075	Repeater	17/18	$ 40,000	$ 39,978	$ -	$ -	$ 39,978	$ -	$ -
SSI	203	Runway 4/22 Threshold Relocation & Airfield Crack Sealing Construction	17/18	$ 382,893	$ 382,893	$ 300,008	$ 52,268	$ 30,338	$ -	$ -
SSI	206	Runway 4-22 C-II Study, ATCT Feasibility Study, and Land Use Plan	18/19	$ 149,269	$ 133,570	$ 134,342	$ 7,463	$ 7,464	$ -	$ -
SSI	16086	Observation Area & Landscaping Project	18/19	$ 50,000	$ 50,000	$ -	$ -	$ 50,000	$ -	$ -
SSI	16087	Replace Relay Board Electrical Vault Pilot Control Lighting	18/19	$ 18,000	$ 10,000	$ -	$ -	$ 10,000	$ -	$ -
SSI	16088	Ice Machine	18/19	$ 2,700	$ 1,100	$ -	$ -	$ 1,100	$ -	$ -
SSI	TBD	ATCT Siting Analysis	19/20	$ 51,900	$ 51,900	$ -	$ 38,925	$ -	$ 12,975	$ -
		SUBTOTAL SSI		**$ 981,860**	**$ 907,534**	**$ 434,350**	**$ 98,656**	**$ 376,973**	**$ 12,975**	**$ -**
		EXPENSE TOTAL		**$ 3,717,757**	**$ 3,456,634**	**$ 2,523,298**	**$ 328,234**	**$ 495,317**	**$ 277,652**	**$ -**
		CONTRIBUTIONS TO RESERVES							**$ 187,145**	
		ESTIMATED RESERVES AND CAPITAL FUND 06/30/20							**$1,035,112**	

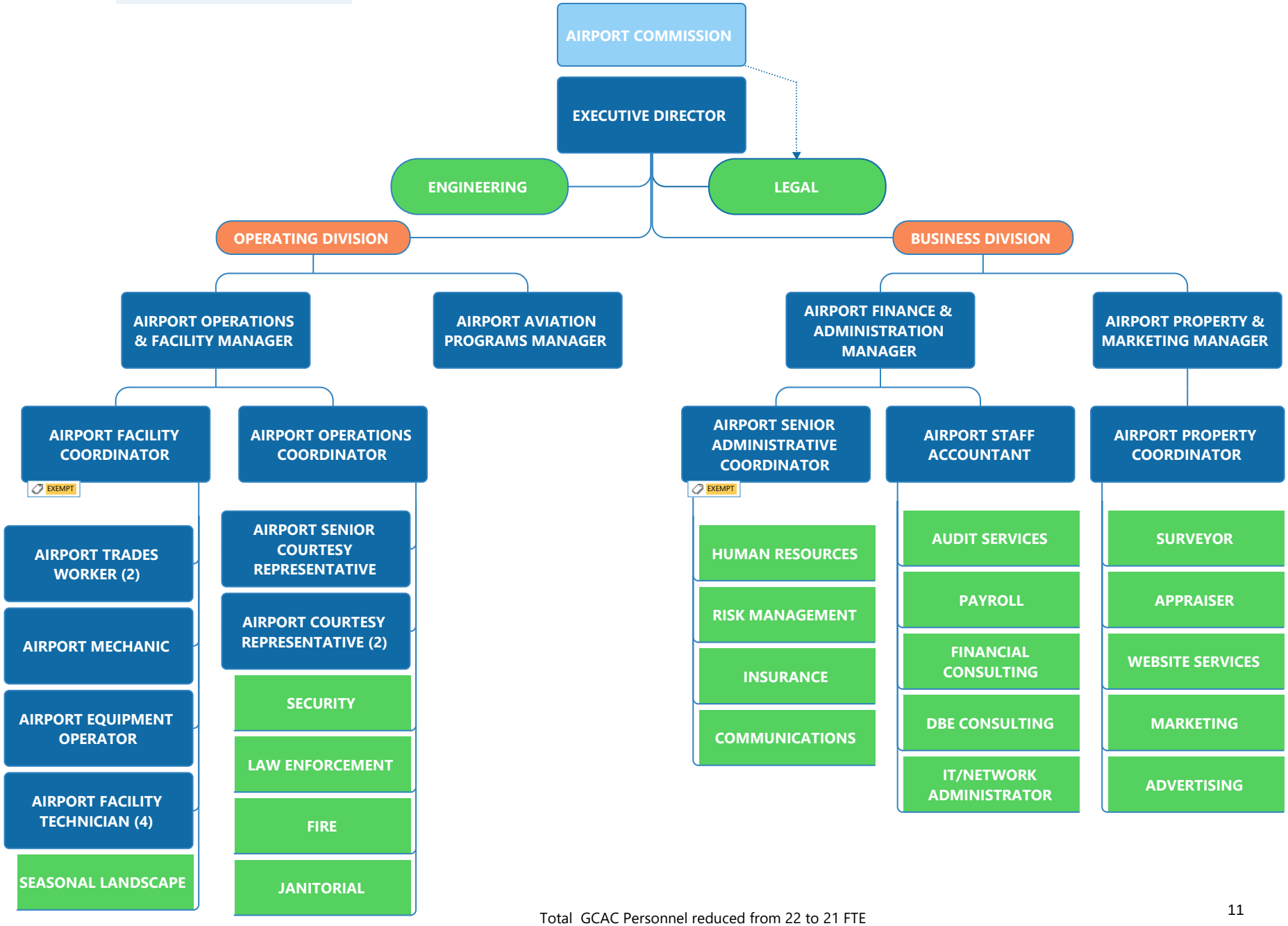
Glynn County Airport Commission Rates and Fees Schedule
FY19/20 Proposed Budget

Type of Charge	2019 Rate	2018 Rate	Rate Description
Signatory Landing Fees (Effective December 1)	$1.48	$1.42	per 1,000 lbs, adj annually 4% by agreement
Non Signatory Landing Fees	$2.96	$2.85	per 1,000 lbs, adj annually 4%
Landing Fee for Temporary Tower	TBD	$0.00	Based on quotes and ancilliary costs for service
Annual Term Parking at McKinnon St Simons Airport	$310.00	$300.00	per vehicle
6 mos Parking at McKinnon St. Simons Airport	$180.00	$175.00	per vehicle
Parking Permit Refund administrative fee	$50.00	$0.00	
FBO Concessions and Lease Space SSI	4.75%	4.75%	
FBO Concessions Agreement BQK	4.25%	4.25%	Ground rental separate sublease agreement
Aeronautical Rates by SF	$0.38	$0.37	Annual CPI Adjustment (March)
Non Aviation Property Rate at Both Airports	Market Value	Market Value	Determined by Appraisal Contractor
On-Airport Car Rental Concession fee	11%	11%	Determined by Lease Agreements/ Gross Sales
Off Airport Car Rental Concession fee	8%	8%	
Brunswick Terminal Exclusive Lease Space	$23.48	$22.58	per SF
Brunswick Terminal Common Lease Space (Effective December 1)	$23.48	$22.58	per SF
Airline Terminal Jet Bridge Use Charge	$12.65	$12.17	per use fee 4% increase by agreement
Executive Commission Conference Room Rental	$75.00	$75.00	per hour or $300.00 per day
Small Conference Room Rental	$25.00	$25.00	per hour or $100 per day
Non-aeronautical Events on Aviation Property	15%	15%	15% of Tenant Revenue for Event
Ground Transportation Operators (Passengers and Baggage Delivery Services)	$50.00	$50.00	per vehicle, monthly
Shuttle Ground Transportation	$5.00	$0.00	per room, annually
Transportation Network Company (TNC) BQK	$2/pickup or $84/mo	$2/pickup or $50/mo	whichever is greater
Transportation Network Company (TNC) SSI	$2/pickup or $84/mo	$1,000.00	whichever is greater
Vending Machine-Terminal Concessions	10%	10%	
ATM Machine	25%	25%	of each transaction fee
Enhanced ARFF Services	$150.00	$150.00	
Automobile Fuel Rebill	17%	17%	Admin fees plus direct cost
Administrative Services B&W Copies	$0.25	$0.25	Each
Administrative Services Color Copies	$0.75	$0.75	Each
Administrative Services Open Records Request Billable Time	$21.93	$19.18	per hour, excluding the first quarter hour
Administrative Services Open Records Copies	$0.10	$0.10	per page
Tenant Services Labor Rate	$28.09	$20.92	Per Hour
Service Equip Equips Tractor with Bush hog	$41.00	$41.00	Per Hour
Service Equip Landscaping Equipment Mower	$21.75	$19.37	Per Hour
Service Equip Sweeper	$26.00	$26.00	Per Hour
Service Equip Landscaping Equipment Backpack Blower	$6.50	$5.62	Per Hour
Service Equip Landscaping Equipment Edger	$6.50	$4.35	Per Hour
Service Equip Landscaping Equipment Weed eater	$6.50	$5.62	Per Hour
Service Equip Landscaping Equipment Hedge Trimmer	$7.00	$5.75	Per Hour
Service Equip Chemical Spray	$45.00	$45.00	Per application
Farmer's Market 30x20 Space	$4,434.96	$4,351.92	Annually
Farmer's Market 30x20 Space	$148.77	$145.98	Weekly

Note: Items in highlighted in green reflect proposed changes

GLYNN COUNTY AIRPORT COMMISSION

ORGANIZATION CHART



Total GCAC Personnel reduced from 22 to 21 FTE

GCAC Approved Salary Structure FY 19/20
Funded Positions

Position	Current Salary 2019	Current Salary Range Minimum	Current Salary Range Maximum	Proposed Salary Range Min	Proposed Salary Range Max
Manager Level					
Airport Finance & Administration Manager	$ 76,621	$ 66,856	$ 105,918	$73,152	$117,044
Airport Aviation Programs Manager	$ 72,311	$ 66,856	$ 105,918	$73,152	$117,044
Airport Operations & Facility Manager, BQK	$ 74,538	$ 66,856	$ 105,918	$73,152	$117,044
Airport Property & Marketing Manager	$ 73,262	$ 66,856	$ 105,918	$73,152	$117,044
Managerial Support					
Airport Operations Coordinator BQK	$ 49,964	$ 49,964	$ 77,580	$47,423	$75,877
Aiport Senior Administrative Coordinator	$ 45,609	$ 39,904	$ 61,933	$47,423	$75,877
Airport Staff Accountant	$ 43,535	$ 40,999	$ 65,599	$47,423	$75,877
Airport Property Coordinator	$ 49,744	$ 39,904	$ 61,933	$47,423	$75,877
Airport Facility Coordinator, BQK	$ 48,314	$ 37,784	$ 60,454	$47,423	$75,877
Workforce					
Airport Trades Worker	$ 35,958	$ 34,027	$ 51,848	$34,878	$53,144
Airport Trades Worker	$ 51,532	$ 34,027	$ 51,848	$34,878	$53,144
Airport Mechanic	$ 46,160	$ 32,213	$ 50,034	$33,018	$51,285
Airport Equipment Operator	$ 45,209	$ 29,730	$ 45,394	$30,473	$46,529
Airport Facility Technician	$ 35,460	$ 23,797	$ 36,934	$24,392	$37,857
Airport Facility Technician	$ 35,360	$ 23,797	$ 36,934	$24,392	$37,857
Airport Facility Technician	$ 33,167	$ 23,797	$ 36,934	$24,392	$37,857
Airport Facility Technician	$ 33,167	$ 23,797	$ 36,934	$24,392	$37,857
Airport Senior Courtesy Representative	$ 30,697	$ 24,987	$ 38,781	$25,612	$39,750
Airport Courtesy Representative	$ 25,000	$ 23,797	$ 36,934	$24,392	$37,857
Airport Courtesy Representative	$ 29,070	$ 23,797	$ 36,934	$24,392	$37,857

Note: Several positions will reflect changes to the salary range which were proportionally calculated for each employee. If no salary range increase is identified in the study, a 2.5% increase will be added to current salary, mimicking the proposed budget for Glynn County.

GLYNN COUNTY AIRPORT COMMISSION
DETAILED REVENUE BUDGET FOR FISCAL YEAR 19/20

Account #	Description	Aero-nautical / Non	Loc	YTD January 31, 2019	18/19 PROJECTED	Earned Amount Remaining	18/19 BUDGET	19/20 BUDGET	Budget Amount Diff	Inc/Dec %
Non Operating Income										
4001	Interest Income	N	ADM	197	338	141	207	279	*72*	34.64%
4003	Sale of Assets	N	ADM	2,687	2,687	(0)	15,000	23,500	*8,500*	56.67%
4005	LEO Reimbursement	N	ADM	38,100	65,314	27,214	65,700	65,300	*(400)*	-0.61%
	Non Operating Income			**40,984**	**68,339**	**27,355**	**80,907**	**89,079**	**8,172**	**10.10%**
Operating Income										
4201	Contract Services			6,451	11,059	4,608	24,120	11,766	(12,354)	-51.22%
4202	Landing Fees			45,046	77,221	32,176	72,729	76,261	3,532	4.86%
4204	Land Rental			751,784	1,333,691	575,555	1,332,423	1,392,013	59,590	4.47%
4205	Building Rental			593,945	992,691	398,746	974,571	994,071	19,500	2.00%
4206	Terminal Space Rental			24,958	43,203	18,245	45,082	44,134	(947)	-2.10%
4206.1	Airline Terminal Rental			51,658	88,556	36,898	85,818	93,550	7,732	9.01%
4206.2	Concessions, Vehicle			131,049	224,655	93,606	222,400	241,666	19,266	8.66%
4206.4	Ground Transportation			6,110	11,043	4,933	6,804	10,958	3,124	45.91%
				213,774	367,457	153,683	360,104	390,308	29,175	1
4207	Fuel Flow Fees			0	0	0	0	0	0	0.00%
4208	Miscellaneous Operating Income			4,858	16,182	11,325	27,226	32,256	5,030	18.47%
4209	Security Badges and Gate Cards	N	BQK	0	0	0	0	0	0	0
4210	Temporary Land Use Agreements			15,303	30,605	2,950	14,857	15,762	905	6.09%
4211	Advertising Display Income			22,651	34,826	9,050	37,474	41,014	3,539	9.44%
4212	PFC			83,861	143,761	59,901	158,206	143,761	(14,444)	-9.13%
4214	Rebillable Revenues			(5,867)	(5,867)	(0)	526	720	194	36.88%
4215	Vending	N	BQK	93	160	67	95	134	39	41.40%

GLYNN COUNTY AIRPORT COMMISSION
DETAILED REVENUE BUDGET FOR FISCAL YEAR 19/20

Account #	Description	Aero-nautical / Non	Loc	YTD January 31, 2019	18/19 PROJECTED	Earned Amount Remaining	18/19 BUDGET	19/20 BUDGET	Budget Amount Diff	Inc/Dec %
4216	Finance Charges	N	ADM	934	934	0	50	150	100	200.00%
4217	Parking Rentals			17,525	28,275	10,750	36,025	28,520	(7,505)	-20.83%
4218	Fuel Resale			10,954	18,778	7,824	13,935	18,778	4,843	34.75%
4220	FBO Concession Fees			258,559	441,945	183,386	308,940	449,937	66,109	21.40%
	OPERATING INCOME			2,019,870	3,491,718	1,450,020	3,361,280	3,595,451	234,171	6.97%
	GRAND TOTAL REVENUE			*2,060,854*	*3,560,058*	*1,477,375*	*3,442,187*	*3,684,530*	242,343	7.04%

GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET

FISCAL YEAR 2019/2020

Account #	Description	18/19 YTD 01/31/2019 (7 mos.)	18/19 PROJECTED (12 mos.)	Amount Remaining or Overspent	18/19 BUDGET	19/20 BUDGET	Budget Amount Diff	Inc/Dec %
PERSONNEL EXPENSES								
5001-5004	G & A Personnel Expenses	441,348	756,597	31,239	787,836	794,240	6,404	0.81%
5001-5004	Maint./Ops. Personnel Expenses - BQK	379,184	650,030	(19,813)	630,217	606,355	(23,862)	-3.79%
5001-5004	Maint./Ops. Personnel Expenses - SSI	49,789	85,352	48,637	133,989	121,696	(12,293)	-9.17%
5015.00	Salary Adjustment Pool	0	0	0	38,025	54,430	16,405	43.14%
	Total Personnel Expenses	**870,321**	**1,491,979**	**60,062**	**1,590,067**	**1,576,721**	**(13,346)**	**-0.84%**
								22 FTE
GENERAL BUSINESS ADMINISTRATION BRUNSWICK AND ST. SIMONS AIRPORTS								
6001.00	Events Meetings and Hospitality	8,970	14,423	2,072	16,495	16,830	335	2.03%
6002.00	Training and Travel Conferences/Meetings	16,611	49,950	3,090	52,790	58,322	5,532	10.48%
6003.00	Subscriptions, Dues., Prof. Organizations	13,320	14,551	(2,416)	12,135	13,729	1,594	13.14%
6004.00	Promotion/Marketing	33,410	57,225	13,569	70,794	73,761	2,967	4.19%
6004A.00	Promotional Events	1,802	4,530	1,420	5,950	8,700	2,750	46.22%
6004C.00	Classified Ads	392	1,522	578	2,100	2,300	200	9.52%
6004D.00	Professional Listings	0	0	0	0	0	0	0.00%
6004E.00	Property Signage	0	1,550	2,050	3,600	2,000	(1,600)	-44.44%
6005.00	Office Supplies	4,383	7,513	497	8,010	7,490	(520)	-6.49%
6006.00	Office Equip & Furniture	6,113	9,751	4,449	14,200	14,908	708	4.99%
6007.00	IT & Software	12,268	13,738	791	14,180	27,302	13,122	92.54%

GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET

FISCAL YEAR 2019/2020

Account #	Description	18/19 YTD 01/31/2019 (7 mos.)	18/19 PROJECTED (12 mos.)	Amount Remaining or Overspent	18/19 BUDGET	19/20 BUDGET	Budget Amount Diff	Inc/Dec %
6008.00	Legal Fees	23,789	40,781	9,219	50,000	50,000	0	0.00%
6009.00	Miscellaneous	4,736	5,863	1,362	7,225	12,250	5,025	69.55%
6010.00	Communication Connection Services	10,974	18,813	3,517	22,330	28,060	5,730	25.66%
6010A	Cable, Satellite Services	1,098	1,882	(182)	1,700	1,885	185	10.88%
6011.00	Interest Expense	0	0	2,439	2,439	0	(2,439)	-100.00%
6012.00	Insurance Expense	64,829	111,136	2,734	113,870	126,314	12,444	10.93%
6014.00	Postage	1,274	2,183	617	2,800	2,900	100	3.57%
6016.00	Professional Services	132,870	195,128	54,434	232,228	270,628	38,400	16.54%
6017.00	County Admin. Charges	9,887	16,949	(1,963)	14,986	16,983	1,997	13.33%
6018.00	Air Service Study (see 6016)	0	0	5,000	5,000	0	*(5,000)*	*-100.00%*
6023.00	Cafe Operations	0	0	0	0	0	0	0.00%
6050.00	Miscellaneous Rebillable Expenses	0	0	100	100	100	0	0.00%
6060.00	Family Bereavement/Illness	198	339	111	450	450	0	0.00%
	BUSINESS ADMINISTRATION	**349,781**	**574,683**	**107,632**	**664,382**	**750,113**	**85,731**	**12.90%**
	FACILITY AND MAINTENANCE EXPENSES							
	BRUNSWICK GOLDEN ISLES AIRPORT							
7001.00	Airfield/Terminal Systems - BQK	8,463	14,509	20,591	35,100	35,100	0	0.00%
7002.00	Grounds & Fencing - BQK	4,207	7,212	8,288	15,500	13,600	(1,900)	-12.26%
7003.00	Buildings - BQK	39,469	80,661	21,012	101,673	118,914	17,241	16.96%
7004.00	Janitorial - BQK	37,335	62,674	(2,634)	60,040	60,840	800	1.33%

GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET

FISCAL YEAR 2019/2020

Account #	Description	18/19 YTD 01/31/2019 (7 mos.)	18/19 PROJECTED (12 mos.)	Amount Remaining or Overspent	18/19 BUDGET	19/20 BUDGET	Budget Amount Diff	Inc/Dec %
7005.00	Vehicles - Fleet Maintenance	10,073	32,000	3,000	35,000	32,000	(3,000)	-8.57%
7006.00	HD Machinery & Equipment - BQK	14,797	25,000	6,500	31,500	30,000	(1,500)	-4.76%
7007.00	Fuel & Lubricants - BQK	28,353	49,897	(2,497)	47,400	54,200	6,800	14.35%
7008.00	Equipment Lease/Rental - BQK	2,108	3,613	987	4,600	4,600	0	0.00%
7009.00	Consumables - BQK	2,018	4,098	6,002	10,100	7,500	(2,600)	-25.74%
7010.00	Employee Uniforms - BQK	8,470	14,864	86	14,950	15,100	150	1.00%
7011.00	Airfield Obstructions - BQK	0	0	1,000	1,000	1,000	0	0.00%
7013.00	Emergency Systems/Equip - BQK	2,326	7,141	(11)	7,430	8,540	1,110	14.94%
7014.00	Tools - BQK	1,279	2,193	807	3,000	3,000	0	0.00%
7015.00	Signs, Flags Other	12,954	14,915	(3,415)	11,500	16,000	4,500	39.13%
7016.00	Aviation Event Support (See Marketing)	0	0	0	0	0	0	0.00%
7022.00	Temporary Employees Grounds & Maint	15,266	26,170	(4,170)	22,000	27,000	5,000	22.73%
TOTAL BQK FACILITY MAINTENANCE EXPENSES		**187,118**	**344,947**	**55,546**	**400,793**	**427,394**	**26,601**	**6.64%**
FACILITY AND MAINTENANCE ST. SIMONS ISLAND AIRPORT								
7001.00	Terminal Airfield Systems - SSI	13,265	48,311	(13,511)	34,800	47,950	13,150	37.79%
7002.00	Grounds & Fencing - SSI	23,709	31,450	4,150	35,600	37,500	1,900	5.34%
7003.00	Buildings - SSI	3,188	5,625	15,605	21,230	21,200	(30)	-0.14%
7004.00	Janitorial - SSI	1,151	3,500	500	4,000	4,000	0	0.00%
7005.00	Vehicles - Fleet Maintenance (See BQK)	0	0	0	0	0	0	0.00%

GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET

FISCAL YEAR 2019/2020

Account #	Description	18/19 YTD 01/31/2019 (7 mos.)	18/19 PROJECTED (12 mos.)	Amount Remaining or Overspent	18/19 BUDGET	19/20 BUDGET	Budget Amount Diff	Inc/Dec %
7006.00	Machinery & Equipment (See BQK)	0	0	0	0	0	0	0.00%
7007.00	Fuel & Lubricants - SSI	4,006	6,868	(568)	6,300	7,450	1,150	18.25%
7008.00	Equipment Lease/Rental	0	0	750	750	750	0	0.00%
7009.00	Consumables - SSI	223	650	850	1,500	1,000	(500)	-33.33%
7010.00	Employee Uniforms - SSI	2,069	3,548	(348)	3,200	1,450	(1,750)	-54.69%
7012.00	Airfield Obstructions - SSI	0	0	0	0	0	0	0.00%
7013.00	Emergency Systems - SSI	0	0	600	600	600	0	0.00%
7014.00	Shop Exp./Tools	6	10	2,990	3,000	1,500	(1,500)	-50.00%
7015.00	Signs, Flags, Other	1,845	3,163	3,837	7,000	2,500	(4,500)	-64.29%
7016.00	Aviation Event Support (See Marketing)	0	0	0	0	0	0	0.00%
7022.00	Temporary Employees	10,011	10,011	(10,011)	0	15,000	15,000	100.00%
	TOTAL SSI FACILITY MAINTENANCE EXPENSES	**59,473**	**113,136**	**4,844**	**117,980**	**140,900**	**22,920**	**19.43%**
	GRAND TOTAL FACILITY MAINTENANCE EXPENSES	**246,591**	**458,083**	**60,390**	**518,773**	**568,294**	**49,521**	**9.55%**
	SAFETY AND OPERATIONS EXPENSES BRUNSWICK GOLDEN ISLES AIRPORT							
7115.00	Ops Control Safety/Security	2,540	7,287	9,563	16,850	10,400	(6,450)	-38.28%
7116.00	ARFF Training and Supplies/Agents	1,752	1,781	8,719	10,500	6,500	(4,000)	-38.10%
7515.11	Security Training Cost/Equipment Purchases	0	0	750	750	750	0	0.00%
	TOTAL BQK SAFETY & OPERATIONS EXPENSES	**4,292**	**9,068**	**19,032**	**28,100**	**17,650**	**(10,450)**	**-37.19%**

GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET

FISCAL YEAR 2019/2020

Account #	Description	18/19 YTD 01/31/2019 (7 mos.)	18/19 PROJECTED (12 mos.)	Amount Remaining or Overspent	18/19 BUDGET	19/20 BUDGET	Budget Amount Diff	Inc/Dec %
SAFETY AND OPERATIONS EXPENSES								
ST. SIMONS ISLAND AIRPORT								
7115.00	Ops Control Safety/Security	0	0	1,000	1,000	500	(500)	-50.00%
	TOTAL SSI SAFETY & OPERATIONS EXPENSES	**0**	**0**	**1,000**	**1,000**	**500**	**(500)**	**-50.00%**
	GRAND TOTAL SAFETY & OPERATIONS EXPENSES	**4,292**	**9,068**	**20,032**	**29,100**	**18,150**	**(10,950)**	**-37.63%**
SECURITY PROGRAM EXPENSES								
7515.00	Security	0	0	750	750	250	(500)	-66.67%
	TOTAL SECURITY EXPENSES	**0**	**0**	**750**	**750**	**250**	**(500)**	**-66.67%**
UTILITY EXPENSES								
BRUNSWICK GOLDEN ISLES AIRPORT								
8001-8004	***BRUNSWICK***	149,934	257,030	(30,520)	226,510	260,500	33,990	15.01%
ST. SIMONS ISLAND AIRPORT								
8001-8004	***ST SIMONS***	23,018	39,459	2,162	41,621	41,875	254	0.61%
	UTILITIES - TOTAL	**172,952**	**296,490**	**(28,359)**	**268,131**	**302,375**	**34,244**	**12.77%**
	GRAND TOTAL EXPENSES	***1,643,938***	***2,830,303***	***220,507***	***3,071,203***	***3,215,903***	***144,700***	**4.71%**