



Glynn County Airport Commission



GLYNN COUNTY AIRPORT COMMISSION
APPROVED BUDGET JUNE 25, 2018
FISCAL YEAR 2018-2019

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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.



Glynn County Airport Commission

June 01, 2018

Budget Message Fiscal Year 18/19

The Glynn County Airport Commission Staff has developed a conservative budget for the fiscal year 2018/2019. 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 the replenishment of the capital fund.

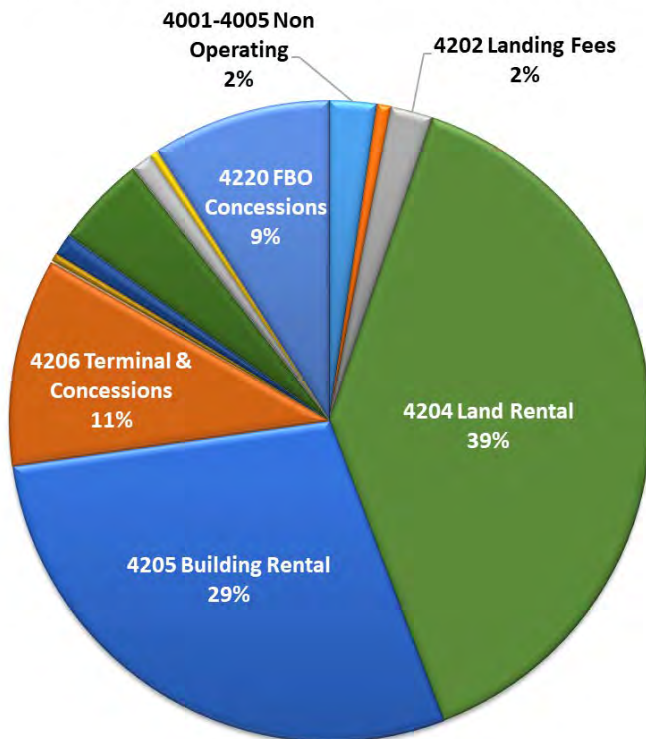
Staff has developed a balanced budget. The proposed budget was provided to the Airport Commission at its meeting on May 15, 2018 with the recommendation that the Airport Commission approve the budget on June 19, 2018.

OPERATING REVENUES **\$3,416,387**

Comparing the proposed budget to the current year budget, staff is expecting a 9.81% 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 **9.81%**, **\$305,293**

PROPOSED OPERATING REVENUE 18/19



- Land Revenues are expected to increase by 1.4% or \$18,356 due to planned rate adjustments for existing leases.
- Building rental revenues are expected to increase by 44.93% or \$302,145 due to a scheduled rate adjustment with the Job Corp leasehold at Brunswick airport.
- Concession revenues are expected to increase by 0.2% or \$735 due an increase in projected concessions.
- Current FBO agreements have moved from a fuel flow-based payment to a percentage of business-based payment and the revenues are moving from account 4207 to 4220.
- FBO Concession are increasing with the addition of Manning Aviation to moving from fuel flow-based fee structure to percentage of business lease rate. The net effect is an increase of 0.02% or, \$7,255 for all FBO concessions.

Enclosure B

Expectations

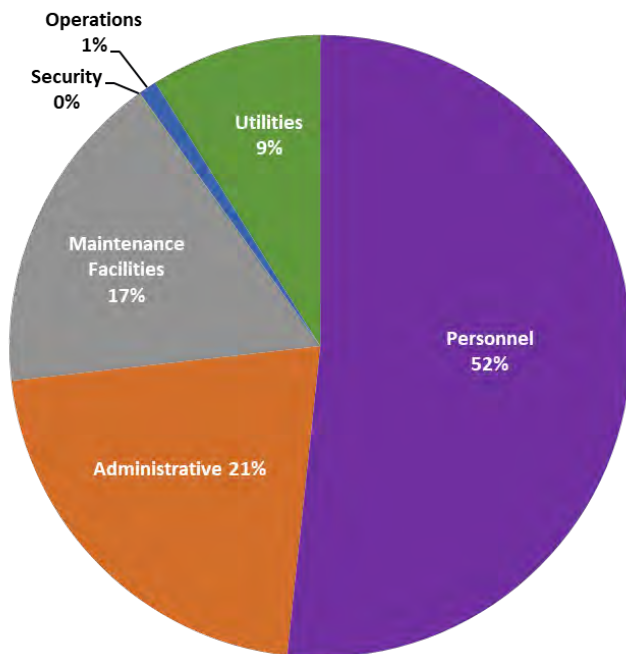
- All lease rate adjustments are calculated using an average number of point change on the appropriate CPI table based on previous years' information if actual information is unpublished.
- Contract services are calculated based on current year projected collections.
- Landing fees are estimated based on current year projected collections.
- Vehicle Concessions revenues are based on percentage of business as each lease stipulates. Budgeted estimates for 18/19 are based on 11% of last year's actual receivables.
- PFC Revenues are estimated using the previous year's enplanement numbers with no added escalation.
- Fuel flow fees were included as additional revenue in previous lease agreements with both FBOs. The new lease agreements have shifted to a percentage of business structure instead of limiting the additional rent to just fuel sales. The revenues are now recorded in account 4220 for both FBOs.
- FBO Concession fees are based on percentage of business as the lease stipulates. Budgeted estimates for 18/19 are based on projected collections plus the mandated minimum outlined in the lease.

OPERATING EXPENSES **\$3,010,994**

Comparing the proposed budget to the current year budget, operating expenses are expected to increase by approximately 4.72% for the year mostly due to increases in personnel, administration and facilities maintenance. Projected savings in operations and utilities offset some of the additional expense.

Operating Expenses are expected to increase by **4.72%**, **\$135,579**.

PROPOSED OPERATING EXPENSES 18/19



- Personnel expenses including benefits are expected to increase by 10.2% or \$144,098. A salary study was completed using other airports and Glynn County classifications as comparable means which resulted in certain salary range shifts. A COLA of 2.1% is included for all employees whose salary classifications did not change. Additional allocations of 4% are set aside for merit adjustments which will be determined during the evaluation process. Reorganization of current staff includes removing one manager position, reclassifying two manager positions, and four facility technician positions and one lead senior courtesy representative. An additional coordinator position was added to support the properties division. Employment numbers are increasing by 1 from 21 full time personnel to 22.

- Administrative expenses are planned to increase by 1.56%, or \$9,930. Programs to support process improvements and professional development have been added to this budget. Increases are requested for training and travel, mobile communications costs, and additional professional services for the Law Enforcement Officer (LEO) program. The LEO program is shifting from an off-duty assignment, at limited and variable hours, to two permanent full time 12-hour shift assignments.

- Maintenance expenses are expected to increase by 2%, or \$10,392. Expected increases in expenses include: airfield systems, building maintenance, grounds and fencing, and signage.
- Operations and safety expenses are expected to decrease by -35.33% or \$-15,900 by downsizing the previously planned live burn exercise training.
- Utility expenses are expected to decrease by -4.84%, or \$-13,642. The budgeted numbers are predicated on extrapolated current costs plus an additional 2%.

OTHER COMMITMENTS

Other commitments include lease of a copy machine in the amount of \$2,780 obtained in a previous budget program and implemented during fiscal year 16/17.

CAPITAL BUDGET

The capital budget proposed will allow the Commission to design and construct infrastructure at the Brunswick Golden Isles Airport and the McKinnon St. Simons Island airport. Capital projects dependent on federal and state grant funding include: passenger terminal parking lot expansion environmental and design, airfield improvements environmental assessment, north taxiway development environmental and design, Skylane taxiway development (phase 2) environmental, bid and construction, air traffic control tower siting study and land use plan. Additional locally funded projects include: purchase of a heavy duty equipment trailer, lift station pump, gate controller and reader, chiller motor replacements, replace 2 18 year old maintenance vehicles, terminal LED bulb upgrades, terminal gutter and roof repairs, computer replacements, digital advertising equipment, office construction and furniture, taxiway Airfield lighting assessment, mower replacement, annex building repairs and improvements, windsock mast and lighting replacement, observation area and landscaping project, relay board pilot control lighting replacement, and an ice machine purchase.

Continuing projects from previous years include ongoing projects funded by the FAA and GDOT with local matching contributions for Brunswick design of a compass calibration pad, replacement AWOS, and several construction projects at McKinnon Airport will be completed and closed early in the fiscal year which benefit airport users and improve facilities.

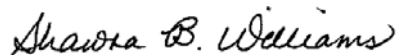
At this time, the Commission has several phases of projects planned in the improvement program which are not currently funded. As additional funding becomes available from the FAA or GDOT, the Commission would like to be in a position to pursue additional development projects by obtaining the grants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

The staff recommends a total of \$728,146 in local capital expenditures to complete approximately \$2,468,680 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 \$1,741,561 in federal and state grants to complete the capital program.

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

Best Regards,



Finance & Administration Manager

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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.

<u>Task</u>	<u>Responsible Staff</u>	<u>Task Completion</u>
Position Comparables for Salary Study	All	February 9, 2018
Travel and training for All divisions	All	February 16, 2018
Capital Requests	All Managers	February 16, 2018
Lease Rate & Adjustment Schedule	Shawna/Tiffany	February 23, 2018
LEO Schedule	Shawna/Tiffany	February 23, 2018
Advertising Summary	Terra	February 23, 2018
Interest Schedule	Shawna/Tiffany	February 23, 2018
PFC Schedule	Shawna/Tiffany	February 23, 2018
Maintenance Contracts, Services Agreements for Brunswick	Vernon	March 2, 2018
Maintenance Contracts, Service Agreements McKinnon Airport	Josh	March 2, 2018
Maintenance Contracts, Service Agreements IT & Property	Terra	March 2, 2018
Maintenance Contracts, Service Agreements Finance & Administration	Shawna	March 2, 2018
Facilities, Operations, Security Expenses Brunswick	Vernon	March 2, 2018
Facilities, Operations, Security Expenses, McKinnon	Josh	March 2, 2018
Administrative (6000's accounts) Requests from all divisions- (excluding travel and training)	All	March 2, 2018
Budget Workbook Final Balance and Review	Shawna	April 2, 2018
Staff Meeting to Review first Draft	All	April 4, 2018
Staff Meeting- Discuss and Review Amended Budget Items	All	April 30, 2018
Payroll Schedule	Shawna/Rob	May 2, 2018
Review Budget Treasurer	Shawna/Rob/ Treasurer, Commissioner Kevin Runner	May 10, 2018
Distribute draft Copies for Commission Meeting	Shawna/Tiffany	May 11, 2018
Commission Meeting- Final Approval	Shawna/Rob	June 19, 2018

GLYNN COUNTY AIRPORT COMMISSION
SUMMARY OF PROPOSED OPERATING BUDGET
FISCAL YEAR 2018/2019

			Budget	Budget	Projected	FY18/19 vs		
	BQK	SSI	FY18/19	FY17/18	Collections	Projected	Budget	Budget
					FY17/18	FY17/18	Variance	Inc/Dec %
OPERATING REVENUE								
Revenue	\$ 2,228,733	\$ 1,106,747	\$ 3,335,480	\$ 3,031,114	\$ 2,938,272	\$ 397,209	\$ 304,366	10.04%
NON OPERATING REVENUE								
Interest	\$ 207	\$ -	\$ 207	\$ 315	\$ 251	\$ (44)	\$ (108)	-34.22%
Sale of Assets	\$ 15,000	\$ -	\$ 15,000	\$ 20,000	\$ 10,000	\$ 5,000	\$ (5,000)	-25.00%
LEO Grant Reimbursement	\$ 65,700	\$ -	\$ 65,700	\$ 59,800	\$ 61,649	\$ 4,051	\$ 5,900	9.87%
TOTAL	\$ 2,309,640	\$ 1,106,747	\$ 3,416,387	\$ 3,111,229	\$ 3,010,172	\$ 406,215	\$ 305,159	9.81%

			BUDGET	Budget	Projected	FY18/19 vs		
	BQK	SSI	FY18/19	FY17/18	Expenses	Projected	Budget	Budget
					FY17/18	FY17/18	Variance	Inc/Dec %
OPERATING EXPENSES								
Personnel	\$ 1,058,664	\$ 498,253	\$ 1,556,918	\$ 1,412,820	\$ 1,450,750	\$ 106,168	\$ 144,098	10.20%
Administrative	\$ 427,529	\$ 220,242	\$ 647,772	\$ 637,142	\$ 553,361	\$ 94,411	\$ 10,630	1.67%
Maintenance / Facilities	\$ 408,043	\$ 100,280	\$ 508,323	\$ 497,931	\$ 414,861	\$ 93,462	\$ 10,392	2.09%
Security	\$ 750	\$ -	\$ 750	\$ 750	\$ -	\$ 750	\$ -	0.00%
Operations/ Safety	\$ 28,100	\$ 1,000	\$ 29,100	\$ 45,000	\$ 11,164	\$ 17,936	\$ (15,900)	-35.33%
Utilities	\$ 226,510	\$ 41,621	\$ 268,131	\$ 281,772	\$ 245,820	\$ 22,311	\$ (13,641)	-4.84%
TOTAL	\$ 2,149,597	\$ 861,397	\$ 3,010,994	\$ 2,875,414	\$ 2,675,956	\$ 335,038	\$ 135,579	4.72%

NET OPERATING INCOME	\$ 160,043	\$ 245,351	\$ 405,394	\$ 235,814	\$ 334,216	\$ 71,177	\$ 169,579	71.91%
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LONG TERM DEBT								
Lease Purchase Obligations	\$ 17,141	\$ -	\$ 17,141	\$ 34,470	\$ 15,734	\$ 1,407	\$ (17,329)	-50.27%

CONTRIBUTION TO CAPITAL FUND			\$ 388,253	\$ 201,344	\$ 318,482	\$ 69,770	\$ 186,908	
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**GLYNN COUNTY AIRPORT COMMISSION
CAPITAL IMPROVEMENTS PROGRAM (CIP)
FY 2018/2019 CAPITAL BUDGET REQUESTS**

\$445,993

CONTRIBUTIONS FROM O&M AND CAPITAL FUND

							\$ 388,253	\$408,467
<u>AIRPORT</u>	<u>PROJECT DESCRIPTION</u>	<u>FY</u>	<u>Total Project Cost</u>	<u>REMAINING PROJECT COST</u>	<u>FAA SHARE</u>	<u>STATE SHARE</u>	<u>FY 18/19 LOCAL SHARE</u>	<u>CAPITAL FUND BUDGET</u>
BQK	TBD	18/19	\$ 92,430	\$ 92,430	\$ 83,187	\$ 4,622	\$ 4,621	\$ -
BQK	TBD	18/19	\$ 370,406	\$ 370,406	\$ 333,365	\$ 18,520	\$ 18,521	\$ -
BQK	TBD	18/19	\$ 60,000	\$ 60,000	\$ 54,000	\$ 3,000	\$ 3,000	\$ -
BQK	TBD	18/19	\$ 8,700	\$ 8,700	\$ -	\$ -	\$ 8,700	\$ -
BQK	TBD	18/19	\$ 3,955	\$ 3,955	\$ -	\$ -	\$ 3,955	\$ -
BQK	TBD	18/19	\$ 7,900	\$ 7,900	\$ -	\$ -	\$ 7,900	\$ -
BQK	TBD	18/19	\$ 3,600	\$ 3,600	\$ -	\$ -	\$ 1,750	\$ -
BQK	TBD	18/19	\$ 66,766	\$ 66,766	\$ -	\$ -	\$ 66,766	\$ -
BQK	TBD	18/19	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 5,000	\$ -
BQK	TBD	18/19	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ 5,000	\$ -
BQK	TBD	18/19	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ 13,000	\$ -
BQK	TBD	18/19	\$ 7,400	\$ 7,400	\$ -	\$ -	\$ 7,400	\$ -
BQK	TBD	18/19	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -
SUBTOTAL BQK			\$ 13,903,888	\$ 3,899,258	\$ 3,985,581	\$ 284,985	\$ 179,490	\$ -
SSI	TBD	18/19	\$ 1,525,000	\$ 1,525,000	\$ 150,000	\$ 1,027,500	\$ -	* \$ 347,500
SSI	TBD	18/19	\$ 89,823	\$ 89,823	\$ -	\$ 67,367	\$ 29,456	\$ -
SSI	TBD	18/19	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -
SSI	TBD	18/19	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -
SSI	TBD	18/19	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ 70,000	\$ -
SSI	TBD	18/19	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ -
SSI	TBD	18/19	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -
SSI	TBD	18/19	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ -
SSI	TBD	18/19	\$ 2,700	\$ 2,700	\$ -	\$ -	\$ 2,700	\$ -
SUBTOTAL SSI			\$ 2,414,289	\$ 2,406,278	\$ 450,008	\$ 1,147,135	\$ 201,156	\$ 347,500
Previous Lease Purchase								
EXPENSE TOTAL			\$ 16,338,099	\$ 6,325,458	\$ 4,435,589	\$ 1,432,120	\$ 380,646	\$ 347,500
NET CAPITAL TOTAL							\$ 7,607	\$60,967

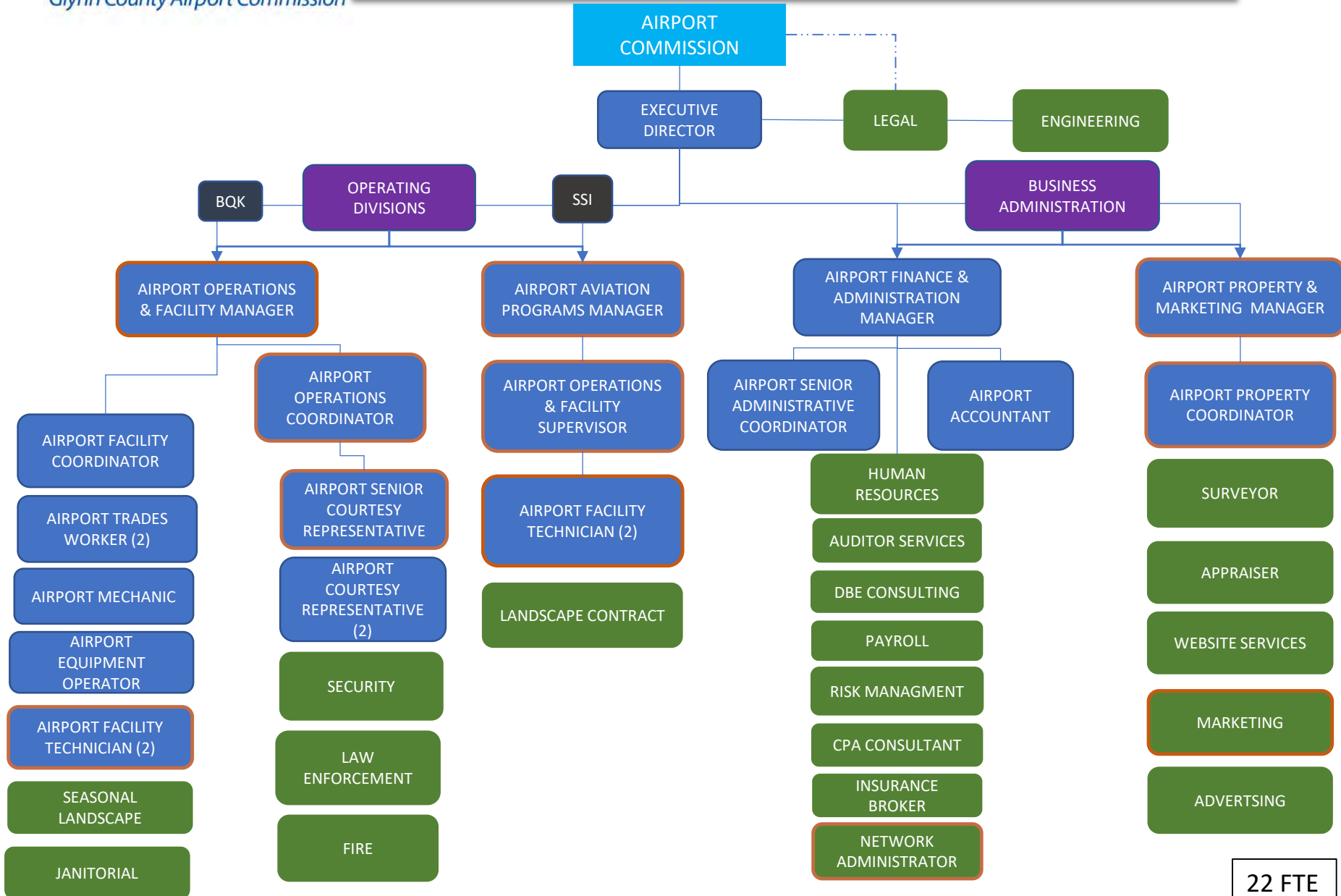
* AIP Program includes 100% Funded projects for airports of our type. The Commission will be applying for this federal funding under this program for the Skylane Taxiway Development project. Otherwise the local matching will need to come from reserves. Unspent contributions will go to the capital fund.

Glynn County Airport Commission Rates and Fees Schedule FY18/19 Proposed Budget

Type of Charge	2018 Rate	2017 Rate	Rate Description
Signatory Landing Fees (Effective December 1)	\$1.42	\$1.37	per 1,000 lbs, adj annually 4% by agreement
Non Signatory Landing Fees	\$2.85	\$2.74	per 1,000 lbs, adj annually 4%
Annual Term Parking at McKinnon St Simons Airport	\$300.00	\$300.00	per vehicle, monthly Along Skylane Rd. Fence
6 mos Parking at McKinnon St. Simons Airport	\$175.00	\$150.00	per vehicle, monthly Along Skylane Rd. Fence
Fuel Flow at BQK	4.25%	4%	Will expire upon execution of new agreement BQK
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	\$0.37	\$0.36	
Non Aviation Property Rate at Both Airports	Market Value	Market Value	Determined by Appraisal Contractor
Airline Terminal Space for Car Rental Companies BQK	11%	11%	Determined by Lease Agreements/ Gross Sales
Airline Terminal Brunswick Exclusive Lease Space	\$22.58	\$21.71	per SF 4% increase by agreement
Airline Terminal Brunswick Common Lease Space (Effective December 1)	\$22.58	\$21.71	per SF 4% increase by agreement
Airline Terminal Jet Bridge Use Charge	\$12.17	\$11.70	per use fee 4% increase by agreement
Commission Conference Room Rental	\$75.00	\$75.00	per hour or \$300.00 per day
Staff 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	\$50.00	\$50.00	per vehicle, monthly
Transportation Network Company (TNC) BQK	\$2/pickup or \$50/mo	\$2/pickup or \$50/mo	whichever is greater
Transportation Network Company (TNC) SSI	\$1,000.00	N/A	Annually
Vending Machine-Terminal Concessions	10%	10%	10% of Drink Sales
ARFF Services for Unscheduled Charter Operations	\$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	\$19.18	\$19.18	per hour, excluding the first quarter hour
Administrative Services Open Records Copies	\$0.10	\$0.10	per page
Administrative Charge for Tenant Services	17%	17%	admin charges plus direct cost
Services Landscaping Man Hours	\$20.92	\$20.92	Per Hour
Service Equip Equips Tractor with Bush hog	\$41.00	\$41.00	Per Hour
Service Equip Landscaping Equipment Mower	\$19.37	\$19.37	Per Hour
Service Equip Sweeper	\$26.00	\$26.00	Per Hour
Service Equip Landscaping Equipment Backpack Blower	\$5.62	\$5.62	Per Hour
Service Equip Landscaping Equipment Edger	\$4.35	\$4.35	Per Hour
Service Equip Landscaping Equipment Weed eater	\$5.62	\$5.62	Per Hour
Service Equip Landscaping Equipment Hedge Trimmer	\$5.75	\$5.75	Per Hour
Service Equip Chemical Spray	\$45.00	\$45.00	Per application
Farmer's Market 30x50 Space	\$4,351.92	\$4,261.92	Annually
Farmer's Market 30x50 Space	\$567.11	\$555.38	Monthly
Farmer's Market 30x50 Space	\$145.98	\$142.96	Weekly

Note: Items in highlighted in green reflect proposed changes

ORGANIZATIONAL CHART



GCAC Proposed Salary Structure FY 18/19
Funded Positions

<u>Position</u>	<u>Current Salary</u> <u>2017</u>	<u>Current Salary Range</u>		<u>Proposed Salary Range</u> <u>based on Comparable</u>		<u>Adjusted</u> <u>Salary vs</u> <u>2.1% COLA</u>	
		<u>Minimum</u>	<u>Maximum</u>	<u>Min</u>	<u>Max</u>		
Director Level							
Airport Executive Director	\$ 152,200	\$ 125,250	\$ 153,000				
Manager Level							
Airport Finance & Administration Manager	\$ 72,311	\$ 66,856	\$ 104,559	\$66,856	\$105,918	74,030	
Airport Aviation Programs Manager	\$ 72,311	\$ 66,856	\$ 104,559	\$66,856	\$105,918	74,030	
Airport Operations & Facility Manager, BQK	\$ 63,847	\$ 59,030	\$ 104,559	\$66,856	\$105,918	70,989	
Airport Property & Marketing Manager	\$ 62,436	\$ 57,726	\$ 104,559	\$66,856	\$105,918	70,784	
Managerial Support							
Airport Operations Coordinator BQK	\$ 49,964	\$ 49,964	\$ 77,580	\$49,964	\$77,580	51,013	
Airport Operations & Facility Supervisor	\$ 54,960	\$ 49,964	\$ 77,580	\$49,964	\$77,580	56,114	
Airport Senior Administrative Coordinator	\$ 43,160	\$ 39,904	\$ 61,933	\$39,904	\$61,933	44,067	
Airport Accountant	\$ 41,000	\$ 40,999	\$ 65,599	\$40,999	\$65,599	41,861	
Airport Property Coordinator	\$ -	\$ -	\$ -	\$39,904	\$61,933	40,742	
Airport Facility Coordinator, BQK	\$ 44,642	\$ 37,784	\$ 60,454	\$37,784	\$60,454	45,579	
Workforce							
Airport Trades Worker	\$ 34,027	\$ 34,027	\$ 51,848	\$34,027	\$51,848	34,742	
Airport Trades Worker	\$ 48,765	\$ 34,027	\$ 51,848	\$34,027	\$51,848	49,789	
Airport Mechanic	\$ 43,264	\$ 32,213	\$ 50,034	\$32,213	\$50,034	44,172	
Airport Equipment Operator	\$ 42,782	\$ 29,730	\$ 45,394	\$29,730	\$45,394	43,680	
Airport Facility Technician	\$ 27,597	\$ 23,797	\$ 36,934	\$29,730	\$45,394	34,261	
Airport Facility Technician	\$ 23,797	\$ 23,797	\$ 36,934	\$29,730	\$45,394	29,730	
Airport Facility Technician	\$ 25,739	\$ 23,797	\$ 36,934	\$29,730	\$45,394	32,045	
Airport Facility Technician	\$ 25,739	\$ 23,797	\$ 36,934	\$29,730	\$45,394	32,045	
Airport Senior Courtesy Representative	\$ 28,246	\$ 23,797	\$ 36,934	\$24,987	\$38,781	29,659	
Airport Courtesy Representative	\$ 22,597	\$ 23,797	\$ 36,934	\$23,797	\$36,934	23,071	
Airport Courtesy Representative	\$ 27,643	\$ 23,797	\$ 36,934	\$23,797	\$36,934	28,224	
<hr/>							
Total						\$ 1,007,028	\$1,102,829

Note: Staff salary study was conducted and restructure of staffing is proposed resulting in the following: Maintenance Worker positions reclassified to Facility Technicians with proportional salary adjustments to the range, 1 unfunded manager position, reclassify 2 manager positions with proportional salary adjustments to the range and restructure responsibilities of all 4 manager positions, fund two managerial support positions, and inclusion of 2.1% cola increase for all positions which did not incur a salary range change plus fund merit increases for each employee based on the performance evaluation within the approved budget.

**GLYNN COUNTY AIRPORT COMMISSION
DETAILED REVENUE BUDGET FOR FISCAL YEAR 18/19**

<i>Account #</i>	<i>Description</i>	<i>YTD December 31, 2017</i>	<i>17/18 PROJECTED</i>	<i>Collection Amount Remaining</i>	<i>17/18 BUDGET</i>	<i>18/19 BUDGET</i>	<i>Budget Amount Diff</i>	<i>Inc/Dec %</i>
<i>Non Operating Income</i>								
4001	Interest Income	126	251	126	315	207	(108)	-34.22%
4003	Sale of Assets	0	10,000	10,000	20,000	15,000	(5,000)	-25.00%
4005	LEO Reimbursement	30,824	61,649	30,824	59,800	65,700	5,900	9.87%
Non Operating Income		30,950	71,900	40,950	80,115	80,907	792	0.99%
<i>Operating Income</i>								
4201	Contract Services	10,213	21,029	10,816	29,503	24,120	(5,383)	-18.25%
4202	Landing Fees	36,315	72,629	36,315	66,468	72,729	6,262	9.42%
4204	Land Rental	641,327	1,288,137	645,561	1,314,067	1,332,423	18,356	1.40%
4205	Building Rental	407,608	712,558	304,950	672,426	974,571	302,145	44.93%
4206	Terminal Space Rental	22,251	43,927	21,676	39,340	45,082	5,742	14.59%
4206.1	Airline Terminal Rental	41,794	83,587	41,794	85,538	85,818	281	0.33%
4206.2	Concessions, Vehicle	105,009	210,018	105,009	227,687	222,400	(5,287)	-2.32%
4602.4	Ground Transportation	4,190	8,380	4,190	6,204	6,204	0	0.00%
4207	Fuel Flow Fees	52,596	105,191	52,596	81,914	0	(81,914)	-100.00%
4208	Miscellaneous Operating Income	2,998	4,881	1,883	14,356	2,025	(12,331)	2
4209	Security Badges and Gate Cards	(75)	-75	0	200	0	(200)	-100.00%
4210	Temporary Land Use Agreements	32,700	65,401	2,200	14,857	14,857	0	0.00%
4211	Advertising Display Income	13,411	35,864	21,203	44,604	37,474	(7,130)	-15.98%
4212	PFC	(24,000)	16,000	40,000	143,667	158,206	14,539	10.12%

**GLYNN COUNTY AIRPORT COMMISSION
DETAILED REVENUE BUDGET FOR FISCAL YEAR 18/19**

<i>Account #</i>	<i>Description</i>	<i>YTD December 31, 2017</i>	<i>17/18 PROJECTED</i>	<i>Collection Amount Remaining</i>	<i>17/18 BUDGET</i>	<i>18/19 BUDGET</i>	<i>Budget Amount Diff</i>	<i>Inc/Dec %</i>
2013	Property Transaction Deposits	0	0	0	5,000	0	(5,000)	-100.00%
4214	Rebillable Revenues	653	11,307	10,653	15,166	526	(4,093)	-26.99%
4215	Vending	49	98	49	621	95	(526)	-84.66%
4216	Finance Charges	(78)	-157	(78)	766	50	(716)	-93.47%
4217	Parking Rentals	12,535	25,620	13,085	36,320	36,025	(295)	-0.81%
4218	Fuel Resale	6,968	13,935	6,968	12,506	13,935	1,429	11.43%
4220	FBO Concession Fees	109,970	219,940	109,970	219,771	308,940	2,187	0.99%
OPERATING INCOME		1,476,433	2,938,272	1,428,839	3,031,114	3,335,480	304,366	10.04%
GRAND TOTAL REVENUE		1,507,383	3,010,172	1,469,789	3,111,229	3,416,387	305,159	9.81%

**GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET**

FISCAL YEAR 2018/2019

<i>Account #</i>	<i>Description</i>	<i>17/18 YTD 12/31/2017 (6 mos.)</i>	<i>17/18 PROJECTED (12 mos.)</i>	<i>Amount Remaining or Overspent</i>	<i>17/18 BUDGET</i>	<i>18/19 BUDGET</i>	<i>Budget Amount Diff</i>	<i>Inc/Dec %</i>
PERSONNEL EXPENSES								
5001-5004	G & A Personnel Expenses	405,396	810,792	(144,558)	666,234	739,852	73,618	11.05%
5001-5004	Maint./Ops. Personnel Expenses - BQK	264,657	529,314	43,243	572,557	591,938	19,381	3.38%
5001-5004	Maint./Ops. Personnel Expenses - SSI	55,322	110,644	63,384	174,028	187,102	13,074	7.51%
5015.00	Merit Increases	0	0	0	0	38,025	38,025	100.00%
Total Personnel Expenses		725,375	1,450,750	(37,930)	1,412,820	1,556,918	144,098	10.20%

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GENERAL ADMINISTRATION BRUNSWICK AND ST. SIMONS AIRPORTS

6001.00	Events Meetings and Hospitality	6,637	12,691	(1,416)	11,275	14,895	3,620	32.11%
6002.00	Training and Travel Conferences/Meetings	25,952	45,074	(5,957)	42,145	52,790	10,645	25.26%
6003.00	Subscriptions, Dues., Prof. Organizations	8,561	11,532	(1,967)	9,565	12,535	2,970	31.05%
6004.00	Promotion/Marketing	28,724	71,997	621	70,662	70,794	133	0.19%
6004A.00	Promotional Events	386	3,970	4,530	8,500	5,950	(2,550)	-30.00%
6004C.00	Classified Ads	906	1,522	578	2,100	2,100	0	0.00%
6004D.00	Professional Listings	461	922	1,558	2,480	640	(1,840)	-74.19%
6005.00	Office Supplies	3,182	6,364	1,496	7,860	8,010	150	1.91%
6006.00	Office Equip & Furniture	6,439	11,665	(1,615)	10,050	13,200	3,150	31.34%
6007.00	IT & Software	6,922	9,341	18,795	28,136	13,880	(14,256)	-50.67%
6008.00	Legal Fees	6,380	12,760	30,635	43,395	50,000	6,605	15.22%

**GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET**

FISCAL YEAR 2018/2019

<i>Account #</i>	<i>Description</i>	<i>17/18 YTD 12/31/2017 (6 mos.)</i>	<i>17/18 PROJECTED (12 mos.)</i>	<i>Amount Remaining or Overspent</i>	<i>17/18 BUDGET</i>	<i>18/19 BUDGET</i>	<i>Budget Amount Diff</i>	<i>Inc/Dec %</i>
6009.00	Miscellaneous	8,555	10,764	(4,739)	6,025	7,075	1,050	17.43%
6010.00	Communication Connection Services	11,358	21,417	(5,948)	15,469	22,330	6,861	44.36%
6010A	Cable, Satellite Services	856	1,712	(484)	1,228	1,700	472	38.44%
6011.00	Interest Expense	(4)	202	2,623	2,825	2,439	(386)	-191.18%
6012.00	Insurance Expense	47,896	104,280	15,804	120,084	113,870	(6,214)	-5.17%
6014.00	Postage	1,386	2,772	(772)	2,000	2,800	800	40.00%
6016.00	Professional Services	105,866	209,256	49,302	227,662	232,228	4,566	2.01%
6017.00	County Admin. Charges	7,493	14,986	146	15,132	14,986	(146)	-0.96%
6018.00	Air Service Study	0	0	10,000	10,000	5,000	(5,000)	-50.00%
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	67	134	316	450	450	0	0.00%
ADMINISTRATION		278,023	553,361	113,606	637,142	647,772	10,630	1.67%
FACILITY AND MAINTENANCE EXPENSES BRUNSWICK GOLDEN ISLES AIRPORT								
7001.00	Airfield/Terminal Systems - BQK	13,478	26,956	10,844	37,800	35,100	(2,700)	-7.14%
7002.00	Grounds & Fencing - BQK	4,806	8,956	6,344	15,700	15,500	(200)	-1.27%
7003.00	Buildings - BQK	41,796	95,822	3,382	99,204	101,673	2,469	2.49%
7004.00	Janitorial - BQK	30,502	56,592	3,248	59,840	60,040	200	0.33%
7005.00	Vehicles - Fleet Maintenance	12,990	25,980	9,020	35,000	35,000	0	0.00%

**GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET**

FISCAL YEAR 2018/2019

<i>Account #</i>	<i>Description</i>	<i>17/18 YTD 12/31/2017 (6 mos.)</i>	<i>17/18 PROJECTED (12 mos.)</i>	<i>Amount Remaining or Overspent</i>	<i>17/18 BUDGET</i>	<i>18/19 BUDGET</i>	<i>Budget Amount Diff</i>	<i>Inc/Dec %</i>
7006.00	HD Machinery & Equipment - BQK	9,049	18,098	10,902	29,000	29,000	0	0.00%
7007.00	Fuel & Lubricants - BQK	21,015	42,030	5,370	47,400	47,400	0	0.00%
7008.00	Equipment Lease/Rental - BQK	2,259	4,518	(518)	4,000	4,600	600	15.00%
7009.00	Consumables - BQK	4,112	8,224	(774)	7,450	10,100	2,650	35.57%
7010.00	Employee Uniforms - BQK	8,563	14,377	(427)	13,950	15,100	1,150	8.24%
7011.00	Airfield Obstructions - BQK	0	0	1,000	1,000	1,000	0	0.00%
7013.00	Emergency Systems/Equip - BQK	1,107	4,904	1,826	7,030	7,430	400	5.69%
7014.00	Tools - BQK	2,022	4,044	(1,044)	3,000	3,000	0	0.00%
7015.00	Signs, Flags Other	26	50	3,950	4,000	15,100	11,100	277.50%
7016.00	Aviation Event Support	45	60	5,940	6,000	6,000	0	0.00%
7022.00	Temporary Employees Grounds & Maint	14,847	29,694	(7,694)	22,000	22,000	0	0.00%
TOTAL BQK FACILITY MAINTENANCE EXPENSES		166,572	340,245	45,429	392,374	408,043	15,669	3.99%
<i>FACILITY AND MAINTENANCE MCKINNON ST. SIMONS ISLAND AIRPORT</i>								
7001.00	Terminal Airfield Systems - SSI	4,866	9,732	(4,882)	4,850	9,600	4,750	97.94%
7002.00	Grounds & Fencing - SSI	14,852	29,704	(5,384)	24,320	35,600	11,280	46.38%
7003.00	Buildings - SSI	2,576	5,152	9,328	14,480	21,230	6,750	46.62%
7004.00	Janitorial - SSI	1,826	3,652	19,505	23,157	4,000	(19,157)	-82.73%
7005.00	Vehicles - Fleet Maintenance	1,049	0	0	0	0	0	0.00%
7006.00	Machinery & Equipment -	7,773	8,500	(6,000)	2,500	2,500	0	0.00%

**GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET**

FISCAL YEAR 2018/2019

<i>Account #</i>	<i>Description</i>	<i>17/18 YTD 12/31/2017 (6 mos.)</i>	<i>17/18 PROJECTED (12 mos.)</i>	<i>Amount Remaining or Overspent</i>	<i>17/18 BUDGET</i>	<i>18/19 BUDGET</i>	<i>Budget Amount Diff</i>	<i>Inc/Dec %</i>
7007.00	Fuel & Lubricants - SSI	3,258	6,516	(216)	6,300	6,300	0	0.00%
7008.00	Equipment Lease/Rental	211	422	328	750	750	0	0.00%
7009.00	Consumables - SSI	1,444	1,500	(750)	750	1,500	750	100.00%
7010.00	Employee Uniforms - SSI	2,974	5,948	(2,848)	3,100	3,200	100	3.23%
7012.00	Airfield Obstructions - SSI	0	0	0	0	0	0	0.00%
7013.00	Emergency Systems - SSI	0	0	350	350	600	250	71.43%
7014.00	Shop Exp./Tools	610	1,220	1,780	3,000	3,000	0	0.00%
7015.00	Signs, Flags, Other Breakout here	1,135	2,270	(270)	2,000	7,000	5,000	250.00%
7016.00	Aviation Event Support	0	0	0	0	5,000	5,000	100.00%
7022.00	Temporary Employees	0	0	20,000	20,000	0	(20,000)	-100.00%
TOTAL SSI FACILITY MAINTENANCE EXPENSES		42,574	74,616	30,941	105,557	100,280	(5,277)	-5.00%
GRAND TOTAL FACILITY MAINTENANCE EXPENSES		209,146	414,861	76,370	497,931	508,323	10,392	2.09%
OPERATIONS EXPENSES BRUNSWICK GOLDEN ISLES AIRPORT								
7115.00	Ops Control Safety/Security	6,679	9,236	6,064	15,300	16,850	1,550	10.13%
7116.00	ARFF Training and Supplies/Agents	0	0	24,500	24,500	10,500	(14,000)	-57.14%
7515.11	Training Cost/Equipment Purchases	0	0	750	750	750	0	100.00%
TOTAL BQK OPERATIONS EXPENSES		6,679	9,236	31,314	40,550	28,100	(12,450)	-30.70%

**GLYNN COUNTY AIRPORT COMMISSION
DETAILED EXPENSE BUDGET**

FISCAL YEAR 2018/2019

<i>Account #</i>	<i>Description</i>	<i>17/18 YTD 12/31/2017 (6 mos.)</i>	<i>17/18 PROJECTED (12 mos.)</i>	<i>Amount Remaining or Overspent</i>	<i>17/18 BUDGET</i>	<i>18/19 BUDGET</i>	<i>Budget Amount Diff</i>	<i>Inc/Dec %</i>
OPERATIONS EXPENSES								
MCKINNON ST. SIMONS ISLAND AIRPORT								
7115.00	Ops Control Safety/Security	964	1,928	2,522	4,450	1,000	(3,450)	-77.53%
TOTAL SSI OPERATIONS EXPENSES		964	1,928	2,522	4,450	1,000	(3,450)	-77.53%
GRAND TOTAL OPERATIONS EXPENSES		7,643	11,164	33,836	45,000	29,100	(15,900)	-35.33%
SECURITY PROGRAM EXPENSES								
7515.00	Security	0	0	750	750	750	0	0.00%
TOTAL SECURITY EXPENSES		0	0	750	750	750	0	0.00%
UTILITY EXPENSES								
BRUNSWICK GOLDEN ISLES AIRPORT								
8001-8004	BRUNSWICK	106,037	212,074	27,679	239,753	226,510	(13,243)	-5.52%
MCKINNON ST. SIMONS ISLAND AIRPORT								
8001-8004	ST SIMONS	16,873	33,746	8,273	42,019	41,621	(398)	-0.95%
UTILITIES - TOTAL		122,910	245,820	35,952	281,772	268,131	(13,641)	-4.84%
GRAND TOTAL EXPENSES		1,343,097	2,675,956	222,583	2,875,414	3,010,994	135,579	4.72%