



# BARNSTABLE MUNICIPAL AIRPORT

BOARDMAN-POLANDO FIELD  
480 BARNSTABLE ROAD, 2ND FLOOR  
HYANNIS, MA 02601  
www.town.barnstable.ma.us



Office: 508-775-2020  
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R.W. "Bud" Breault, Jr., Airport Manager  
Frank Sanchez, Jr., Assistant Airport Manager

## BARNSTABLE MUNICIPAL AIRPORT COMMISSION FINANCE SUBCOMMITTEE MEETING MINUTES Wednesday, March 6<sup>th</sup>, 2013 Airport Conference Room 9:00 a.m.

### Commissioners Present: (Roll Call)

Robert L. O'Brien, Co-Chairman  
Michael Dunning, Co-Chairman

### Airport Staff:

R.W. (Bud) Breault, Jr., Airport Manager  
Frank Sanchez, Jr., Assist Airport Manager  
Mary McDonald, Principal Financial Admin. Assistant

### Absent:

Timothy R. Luziatti, Commissioner

### Public Members:

Mary Smith, BMA Commissioner  
John Griffin, BMA Commissioner  
June Daley, Town Councilor

Meeting was called to order at 9:10 a.m. Roll call was taken.

*Minutes of the January 8<sup>th</sup>, 2013 & February 20<sup>th</sup>, 2013, Finance Subcommittee meeting were unanimously approved, and signed*

*Discussion of Month to Month Snap-Shot Comparison Financial Sheet*

### NEW BUSINESS

#### F03/01 Review for approval Airport FY 2014-2018 CIP revised item CIP AIR -14-3

Manager R.W. "Bud" Breault updated the subcommittee on the status CIP item has been modified and has been submitted to the Town of Barnstable for approval.

**Action: None at this time**

#### F03/02 Strategic use of Reserves Discussion

Ronald Persuitte, Barnstable Municipal Airport Commission Chairman discussed possible ways to decrease Barnstable Airport Reserve Funds and related budget information.

Key points of discussion are as follows:

- Reserve funds \$ 3.2 million at present time.
- Discussed decreasing reserve funds to \$ 2.0 million.
- Use decrease to fund Airport improvements. For example FBO improvements & other CIP's.
- When discussed with Mark Milne's, Town of Barnstable Director of Finance, he is in agreement with decreasing reserve.

**Action: None at this time.**

**OLD BUSINESS:**

**F02-01 Operating Budget Discussion Update**

Manager Bud Breault supplied subcommittee members copy Operating Revenues Budget Worksheet & Operating Expenses Worksheet dated 01/30/2013 for review and discussion. (See attached)

Discussion included the following:

- Utilities line item for last fiscal year decreased.
- Decrease funds in line items Professional Services; Community Relations & Legal
- Possible decrease in LEO expenses

Items of Revenue concerns are:

- Car Rentals
- Vehicle Parking
- CFC agreement will end FY14.

**Action: Manager Breault will work on completing the Budget**

**F12/01 TSA/GSA renewal of Terminal Lease Spaces Update:**

TSA/GSA lease expired end of October 2012, Barnstable Municipal Airport Management granted an extension to the end of December 2012, which has expired.

Manager Breault revised lease and sent to GSA for review. Several attempts have been made to organize a meeting, for the purpose of discussing terms of lease and come to an agreement. However, we have not received a response to date. Due to the current lease has expired Brain Rummel, TSA Facility Manager, from Washington, DC suggested that we go a higher level management to arrange meeting.

**Action: Follow up on scheduling meeting.**

**FY10-01 Outside Fence Land Lease Discussion & Pain D'Avignon Draft Lease/  
Rate Discussion Update**

Manager Bud Breault will be attending Cape Cod Commission meeting February 25<sup>th</sup>, 2013 @ 2:00 to discuss the Sullivan Lot, particularly the requirement that the lot exclusively be used for over flow parking.

Barnstable Airport would like to change the requirement to allow Pain D'Avignon use of the lot.

Horsley & Written provided Sullivan Lot information to support the presentation.

At present time Pain D'Avignon are tenants at will.

**Action: none at this time**

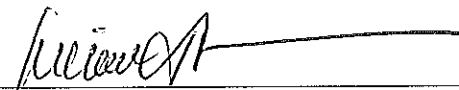
**FY 07/03 FBO Action Plan Update:**

No Discussion

**Adjournment: Voted and moved to adjourn at 10:30 a.m.**



Robert L. O'Brien, Co- Chairman



Michael A. Dunning, Co-Chairman





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## Barnstable Municipal Airport Commission:

Ronald Persuitte,  
Chairman

Donald E. Megathlin,  
Vice Chairman

Robert L. O'Brien,  
Commissioner, Clerk

John T. Griffin, Jr.,  
Commissioner

Michael A. Dunning,  
Commissioner

Timothy R. Luziatti,  
Commissioner

Mary F. Smith,  
Commissioner

## BARNSTABLE MUNICIPAL AIRPORT COMMISSION FINANCE SUBCOMMITTEE AGENDA

Wednesday, March 6<sup>th</sup>, 2013  
Conference Room 9:00 a.m.

Call Meeting to Order

Roll Call (Dunning, OBrien, Luziatti)

Review and approve minutes of February 20<sup>th</sup>, 2013 meeting

YTD financial statements:

*Month to Month Snap-Shot Comparison Sheet*

### NEW BUSINESS

**F03-01 Review for approval Airport FY 2014-2018 CIP  
revised item CIP AIR -14-3**

**F03/02 Strategic use of Reserves Discussion**

### OLD BUSINESS

**F02-01 Operating Budget Discussion Update**

**F12-01 TSA/GSA Renewal of Terminal Lease Spaces Update**

**F10-01 Outside Fence Land Lease Discussion &  
Pain D'Avignon Draft Lease/Rate Discussion Update**

**F07/03 FBO Action Plan Update**

**Adjournment**

**OPERATING REVENUES BUDGET WORKSHEET (as of 1/30/2013)**

FY 2014

Purpose of Form: To be used for every line item Revenue Projection							
Department	AIRPORT						
Munis Account Information	Obj Code	Account Description	FY11 Actual	FY12 Actual	FY13 Budget	FY14 Projection	Description of Revenue
607700	421010	Landing Fees	\$161,745.87	\$148,810.01	\$155,000.00	\$160,000.00	Landing fees from general aviation
	421011	GPU Charge	2,275.00	\$1,850.00	\$3,000.00	\$2,500.00	Ground power unit ramp fee
	421020	Airline Landing Fees	\$302,515.12	\$255,578.43	\$300,000.00	\$280,000.00	Landing fees- air carriers
	421030	Aircraft Parking	\$14,472.00	\$12,537.00	\$18,000.00	\$14,000.00	A/C parking & ramp fees
	421035	Car Rental	\$0.00	\$0.00	\$0.00	\$0.00	DELETE
	421040	Jet Fuel	\$3,743,332.54	\$3,733,513.99	\$4,206,158.00	\$4,531,050.00	Jet Fuel Sales (GA & Air Carrier)
	421041	Fuel Flowage Fee	\$38,773.52	\$38,195.44	\$45,000.00	\$43,500.00	Jet & A/V GAS fuel flowage fees
	421050	Other Fuel	\$4,041.14	\$0.00	\$0.00	\$0.00	DELETE
	421050	Gas & Diesel	\$12,215.97	\$13,364.42	\$14,000.00	\$14,000.00	WOGAS & diesel sales to tenants
	421070	FBO HVA Air	\$4,423.01	\$5,387.22	\$4,000.00	\$5,000.00	Concession fees
	421071	FBO Griffin Avionics	\$9,135.57	\$9,075.38	\$9,500.00	\$9,000.00	Concession fees
	421072	FBO Cape Flight	\$303.65	\$423.20	\$0.00	\$0.00	DELETE
	421073	FBO - ANVA	\$0.00	\$0.00	\$0.00	\$0.00	DELETE
	421074	FBO - Rectix	\$18,813.97	\$25,734.66	\$25,000.00	\$25,000.00	FBO Concession Fees
	421075	FBO Air Cape Cod	\$0.00	\$0.00	\$0.00	\$300.00	FBO Concession Fees
	421080	Hangar Rents	\$57,631.51	\$37,202.62	\$90,000.00	\$91,278.00	HVA owned Hangar leases
	421091	The Down Rents	\$3,841.69	\$4,300.00	\$5,300.00	\$4,300.00	HVA owned A/C tie downs - leased
	421092	Terminal Rents - Aviation	\$153,555.30	\$88,506.43	\$147,000.00	\$122,012.00	Terminal-Aviation related leases
	421093	Land Lease - Aviation	\$322,121.05	\$345,709.42	\$340,000.00	\$343,174.00	Land leases - aviation related
	421094	Rental Car Parking Spaces	\$59,750.00	\$60,000.00	\$60,000.00	\$78,000.00	Rental Car parking spaces (100)
	421095	Terminal Rent - Non-Aviation	\$34,503.62	\$35,426.28	\$50,000.00	\$53,570.00	Terminal -Non Aviation Rents
	421096	Land Lease - Non-Aviation	\$135,864.16	\$180,462.79	\$170,000.00	\$224,658.00	Land leases - non aviation related
	421098	Hyannis Water	\$18,269.32	\$18,745.89	\$18,000.00	\$19,991.00	Land lease - HVA Water Dept.
	421130	Vehicle Parking	\$534,114.58	\$501,165.17	\$568,000.00	\$480,000.00	Parking concession fees
	421131	Car Rental Concession	\$574,657.24	\$649,202.46	\$607,000.00	\$360,000.00	Rental Car concession fees
	421133	Air Freight	\$18,409.53	\$23,726.00	\$21,000.00	\$18,000.00	Air Freight concession fees
	421134	Advertising Concession	\$18,931.61	\$13,141.53	\$12,000.00	\$23,000.00	Paid Advertising Fees
	421135	Miscellaneous Concession	\$4,497.01	\$4,497.01	\$3,000.00	\$3,000.00	Misc fees
	421136	Terminal Concession	\$44.05	\$88.60	\$50.00	\$50.00	Misc fees
	421137	Rectix Concession	\$6,525.33	\$0.00	\$0.00	\$0.00	DELETE
	421200	ID Fees	\$11,202.11	\$12,705.79	\$9,000.00	\$9,000.00	Fee schedule for Security Prgm
	431112	CFC	\$184,174.00	\$154,258.00	\$175,000.00	\$74,400.00	CFC - \$2/rental/contract day
	431115	PFC	\$61,355.17	\$164,086.60	\$166,000.00	\$166,000.00	PFC - \$2/enplanement
	464030	FVA Security (TSA)	\$77,376.60	\$114,489.60	\$77,000.00	\$87,600.00	TSA - SOLO Agmt/Grant
	474020	Earnings on Investments	\$115,673.36	\$48,659.62	\$50,000.00	\$50,000.00	Interest earned - est
	474030	Finance Charges	\$1,215.09	\$352.01	\$0.00	\$0.00	Finance charges on borrowing
	475080	Miscellaneous	\$990.55	\$745.67	\$1,000.00	\$1,000.00	Misc fees
		<b>Total Revenues</b>	<b>\$6,129,598.50</b>	<b>\$6,762,722.55</b>	<b>\$7,349,458.00</b>	<b>\$7,383,833.00</b>	

*Revised to 1/30/14  
FD/ryn/estd  
on 1/30/14  
Bk in '01 issue  
in Englewood Hall*

**OPERATING EXPENSE BUDGET WORKSHEET**

		FY 2014					
		Actual	Actual	Budget	Request	Description of Expenditure	Justification for Expenditure
<b>Purpose of Form: To be used for every line item expenditure request that exceeds \$2,000</b>							
Department:	AIRPORT						
Munis Account Information							
Org Code	Object Code	Account Description	FY11 Actual	FY12 Actual	FY13 Budget	FY14 Request	Description of Expenditure
Salaries and Wages							
607700	511000	SW Permanent	\$1,277,818.16	\$1,301,245.30	\$1,395,409.68	\$1,399,600.00	Salaries and Wages
	512000	SW Temp Employees	\$39,449.81	\$34,290.92	\$40,600.00	\$40,600.00	Permanent Employees - by contract
	513000	SW Overtime	\$118,554.83	\$133,929.29	\$128,500.00	\$145,000.00	Temporary & Seasonal Employees
	514000	SW Differential	\$23,304.50	\$23,373.23	\$25,000.00	\$25,000.00	Salaries and Wages - overtime
	514020	S/SUP Differential	\$796.60	\$1,114.28	\$6,000.00	\$6,000.00	S & W - shift differentials
	516000	SW Other	\$8,000.00	\$21,221.00	\$18,375.00	\$9,200.00	Supervisor shift differential
							Contracted Allowances
	516120	Salary Adjustment	\$0.00	\$0.00	\$0.00	\$10,327.63	Contracted Allowances, Stipends &/or bonuses
	516250	Safety Increase	\$0.00	\$14,125.00	\$2,675.00	\$12,000.00	Assume FY2014 TOB approval for 8 hour salary inc for operators specialist & \$768.56 inc for Noise Coord upgrade approved in FY2013
		Sub-Total S & W	\$1,467,923.90	\$1,529,299.02	\$1,616,759.68	\$1,647,727.63	Safety & Security Stipend - all employees
<b>Benefits</b>							
607700	520010	Longevity	\$9,175.31	\$8,764.80	\$9,743.00	\$10,245.00	Longevity Bonuses
	520020	Worker's Comp	\$0.00	\$0.00	\$0.00	\$0.00	Contracted
	520030	Unemployment Ins.	\$0.00	\$0.00	\$0.00	\$0.00	
	520040	Life Insurance	\$216.33	\$203.32	\$217.00	\$217.00	
	520050	Health Insurance	\$109,039.78	\$113,654.70	\$110,200.00	\$106,812.00	Employer Share
	520060	Medicare	\$18,518.21	\$19,411.18	\$21,700.00	\$23,891.00	Employer Share
	520070	Retirement	\$218,068.00	\$238,039.00	\$244,762.00	\$250,353.00	Employer Share
	520080	Sick Leave In	\$1,633.12	\$1,709.35	\$6,358.00	\$2,222.53	Per Administrative Services Charges Memo
	520110	Sick Leave Buyback	\$0.00	\$0.00	\$0.00	\$0.00	Contracted
		Sub-Total Benefits	\$356,670.75	\$361,782.35	\$392,980.00	\$423,740.53	
<b>Operating Expenses</b>							
607700	611010	Electricity	\$174,897.32	\$200,847.51	\$289,000.00	\$210,000.00	27% decrease based upon 1 full year of ops
	611030	Gas	\$46,026.18	\$23,965.20	\$55,000.00	\$11,000.00	80% decrease based upon 1 full year of ops
	611040	Water	\$8,604.37	\$9,377.77	\$9,000.00	\$11,000.00	Water & Irrigation for facilities and grounds
	611050	Sewage	\$3,533.67	\$2,571.48	\$5,500.00	\$5,000.00	Better costs, new maint. contracts for terminal HVAC units and emergency generator
	613010	R&M Buildings & Grounds	\$68,275.06	\$73,429.92	\$84,125.00	\$90,000.00	R&M for Buildings & Grounds

613020	R&M Vehicle Maintenance	\$44,883.45	\$22,286.70	\$25,000.00	\$35,000.00	R&M Vehicle Maintenance	Vehicle maint. Exceeds capability of one th-
613030	R & M Other Equipment	\$1,993.43	\$0.00	\$4,275.00	\$2,000.00	R&M Other Equipment	house mechanic - Inc use of outside repair
613040	R&M Office Equipment	\$135.00	\$0.00	\$6,000.00	\$2,000.00	R&M Office Equipment	As necessary
613050	R&M Heavy Equipment	\$2,465.00	\$8,489.50	\$10,780.00	\$10,780.00	R&M Heavy Equipment	Repairs as necessary/contracts
613060	R & M Computer	\$45,336.94	\$65,358.84	\$86,515.00	\$85,000.00	R&M Computer Systems	Contracts: Noise & Flight Tracking; Weather
613130	R&M Airfield	\$21,255.62	\$8,611.97	\$20,000.00	\$20,000.00	R&M Airfield Equipment	Meet FAA Part 139 requirements
613170	Software Maintenance	\$14,130.78	\$0.00	\$0.00	\$0.00	Software Maintenance	None - Included in other line items
613210	Tower Maintenance	\$0.00	\$36,021.24	\$25,000.00	\$25,000.00	ATCT Maintenance	Per FAA Operating Agmt, contingencies, and other maintenance contracts
614020	Fuel Trucks	\$31,460.00	\$74,220.00	\$74,225.00	\$95,020.00	Fuel Truck Leases (4)	Lease 4 trucks for jet fuel services @ \$7,085/month
614030	R&L Construction Equipment	\$0.00	\$850.00	\$1,000.00	\$1,000.00	R&L Construction Equipment	As necessary
614040	R & L Office Equipment	\$5,699.49	\$5,056.43	\$7,000.00	\$8,100.00	R&L Office Equipment	R&L Office Equipment per contracts
615090	Rubbish Removal	\$16,684.91	\$19,853.19	\$20,100.00	\$22,000.00	Rubbish Removal	Contract with Allied Waste
615100	Ground Water Clean-up	\$36,415.09	\$32,327.74	\$45,000.00	\$46,000.00	On-Call LSP Services	3-year contract with Horsley Witten
615110	Building Demo	\$0.00	\$0.00	\$0.00	\$0.00		
615120	CS Police	\$320.00	\$960.00	\$0.00	\$0.00	Accounting/Auditing Services	Initiate Auditing of Tenant accounts
616010	Acct/Audit	\$0.00	\$0.00	\$0.00	\$2,000.00	Legal Services	Airport & other attorneys as needed
616020	Legal Expenses	\$206,514.32	\$21,478.80	\$43,645.00	\$40,000.00	Legal Services	5-Year Contract with Jacobs Engineering
616040	Engineering & Architecture	\$25,515.03	\$26,838.24	\$60,000.00	\$60,000.00	On Call Airport Engineering	Fire & EMF Training & Teamsters AOE training for one employee & approved education courses to meet FAA Requirements
616050	Training	\$8,270.00	\$7,335.00	\$12,500.00	\$12,500.00	Staff Required Training	As necessary
616060	Medical & professional	\$500.00	\$500.00	\$500.00	\$500.00	Medical/Professional Services	Professional Appraisal Services for property transactions
616070	PS Appraisals	\$0.00	\$0.00	\$0.00	\$10,000.00	P&S Appraisal Services	Aviation consultant services for airport marketing/FBO services/air carriers services/solar PV/property acquisition per BMAAC strategic goals
616080	Professional Services	\$7,500.00	\$1,000.00	\$3,500.00	\$40,000.00	Prof. Consultant Services	Increased telephone services, new equipment
619010	Telephone	\$26,808.80	\$29,268.01	\$30,000.00	\$32,000.00	Telephone Services	Increasing use, greater reliability, emergency response
619011	Cell Phone	\$4,718.80	\$5,899.53	\$5,000.00	\$6,000.00	Cellular Telephone Services	Added internet services, WiFi in terminal&ATCT
619012	Internet	\$0.00	\$1,036.62	\$1,000	\$3,200.00	Internet Services	Postage, mailings as necessary
619020	Postal	\$3,586.66	\$2,861.60	\$3,325.00	\$3,000.00	Postage	As necessary
619040	Printing	\$43.00	\$717.82	\$1,800.00	\$1,800.00	Printing	New Company radios, better comms - meet FAA requirements
619050	Radio	\$3,457.92	\$3,574.23	\$3,500.00	\$4,000.00	Company Radion Comms	Increased costs to market the airport and increase business
619080	Advertising	\$744.72	\$1,204.32	\$2,000.00	\$25,000.00	Advertising & Marketing	As necessary
621010	Solid Waste Disposal	\$0.00	\$0.00	\$500.00	\$500.00	Solid Waste Disposal	

621060	Jet Fuel	\$2,163,804.77	\$2,265,681.70	\$3,000,000.00	\$3,211,250	Purchase of Jet Fuel for Resale	Cost changes weekly. Amounts based on general aviation projections and Large Volume Discounted fuel pricing contracts for estimated 875,000 gallons
621070	Hazardous Waste Disposal	\$4,282.92	\$11,507.07	\$8,500.00	\$8,500.00	Hazardous Waste Disposal	DEP requirement for costs generally associated with fueling operations
621090	FAA Security (LEO Costs)	\$311,124.91	\$249,788.11	\$300,000.00	\$306,000.00	LEO Services at terminal	MOU with BPD for Law Enforcement Officer Services - est. 2% cost inc (TSA reimburse for \$87.6K in FFY2013)
621110	Credit Card Fees	\$115,763.18	\$101,243.50	\$95,000.00	\$95,000.00	Credit Card Fees	Primarily for Sale of Jet Fuel - should decrease with increased use of discount fuel sales
632020	General Office Supplies	\$21,006.48	\$27,291.95	\$21,375.00	\$22,000.00	General Office Supplies	General office supplies as needed
632060	Office Equipment - replace	\$0.00	\$769.99	\$1,350.00	\$1,000.00	Replace Office Equipment	As necessary
632090	Office Expenses/Sundries	\$1,351.82	\$3,315.66	\$2,700.00	\$2,000.00	Miscellaneous Office Expenses	As necessary
632110	Computers	\$1,288.20	\$0.00	\$0.00	\$3,000.00	Computers	Need 2 new computers
633010	Electrical Supplies	\$0.00	\$0.00	\$0.00	\$0.00	Electrical Supplies	Delete - listed elsewhere
633020	Plumbing Supplies	\$0.00	\$0.00	\$0.00	\$0.00	Plumbing Supplies	Delete - listed elsewhere
633030	Tools/Equipment	\$6,082.55	\$23,786.38	\$7,600.00	\$7,600.00	Tools & Equipment	Misc. general maintenance tools & equipment. Welding supplies
633035	Tool Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	Tool Maintenance	Delete - listed elsewhere
633040	Building Supplies - General	\$10,868.67	\$18,395.57	\$14,250.00	\$14,250.00	Gen'l Bldg & Maint Supplies	Maintenance, plumbing, electrical supplies
633050	Cleaning/Supplies	\$0.00	\$0.00	\$0.00	\$0.00	Cleaning Supplies	Delete - listed elsewhere
633100	Custodial Supplies	\$29,789.62	\$32,026.57	\$38,000.00	\$38,000.00	Custodial Supplies	Additional spaces, more bathrooms, etc.
633190	Airfield	\$46,129.38	\$41,553.69	\$40,000.00	\$40,000.00	Airfield Supplies	Meet FAA Part 139 requirements for airport equipment
633200	Grounds Supplies	\$5,414.10	\$5,936.59	\$7,500.00	\$10,125.00	Grounds Maint. Supplies	Much larger plant and extensive new landscaping costs
633250	Signs Supplies	\$0.00	\$0.00	\$0.00	\$0.00	Signs Supplies	Delete - listed elsewhere
636010	Gasoline	\$15,407.58	\$23,350.08	\$19,500.00	\$24,000.00	Gasoline for Airfield vehicles	Est 6,000 gallons - airport operations
636020	Motor/Oil/Lub	\$1,607.95	\$2,771.96	\$1,800.00	\$2,000.00	Motor Oil and Tube	As necessary
636030	Tires/Tubes	\$4,596.72	\$6,663.63	\$7,500.00	\$7,500.00	Tires and Tubes	Replacements for airfield equipment
636040	Batteries	\$0.00	\$0.00	\$0.00	\$0.00	Batteries	Delete - listed elsewhere
636060	Parts/Accessories	\$27,436.81	\$20,375.74	\$33,250.00	\$33,250.00	Vehicle Parts & Accessories	Vehicle maintenance costs
636070	Diesel Fuel	\$21,527.05	\$28,977.15	\$21,600.00	\$24,000.00	Diesel Fuel for Airfield Vehicles	Estimate 6,000 gallons - airport operations
636010	Medical	\$1,566.78	\$2,172.38	\$2,000.00	\$2,000.00	Medical Supplies	As necessary
639570	Tower Equipment	\$0.00	\$35,000.00	\$25,000.00	\$25,000.00	ATCT Equipment	Per FAA Operating Agmt. Replacement equipment list; spare parts inventories
640050	Sand	\$0.00	\$0.00	\$5,000.00	\$5,000.00	Sand	FAA specified sand for airport operations
640070	Calcium/Chloride	\$0.00	\$0.00	\$0.00	\$0.00	Calcium/Chloride	Delete - listed elsewhere
641010	Fire Fighting	\$10,998.72	\$5,502.23	\$10,000.00	\$10,000.00	Fire Fighting Supplies	FAA requirement - depends upon need and mandated training
641030	Uniforms	\$16,118.52	\$11,148.73	\$8,000.00	\$8,000.00	Crew Uniforms on Contract	Existing Contract expires 6/30/14
641040	Books/Publications	\$0.00	\$0.00	\$0.00	\$0.00	Books/Publications	Delete - listed elsewhere
671010	In State Travel	\$74.20	\$149.00	\$900.00	\$1,800.00	In State Travel	Per BMAAC strategic goals - inc for training and marketing

Approved  
by Dept.



671020	Meetings/Workshops	\$707.09	\$2,036.34	\$2,260.03	\$4,500.00	Meetings & Workshops	Per BMA/C strategic goals - inc for training and marketing
671040	In State Conferences	\$450.00	\$395.00	\$750.00	\$1,000.00	In State Conferences	Per BMA/C strategic goals - inc for training and marketing
671050	In State Transportation	\$203.64	\$86.50	\$450.00	\$900.00	In State Transportation	Per BMA/C strategic goals - inc for training and marketing
671060	In State Meals	\$0.00	\$3.66	\$450.00	\$900.00	In State Meals	Per BMA/C strategic goals - inc for training and marketing
671070	In State Lodging	\$361.92	\$149.00	\$350.00	\$700.00	In State Lodging	Per BMA/C strategic goals - inc for training and marketing
672000	Out of State Travel	\$258.33	\$978.30	\$3,850.00	\$8,000.00	Out of State Travel	Per BMA/C strategic goals - inc for training and marketing
672010	Out of State Conferences	\$0.00	\$814.00	\$950.00	\$3,000.00	Out of State Conferences	Per BMA/C strategic goals - inc for training and marketing
672020	Out of State Air Fare	\$129.40	\$3,805.00	\$650.00	\$3,000.00	Out of State Air Fare	Per BMA/C strategic goals - inc for training and marketing
672030	Out of State Transportation	\$25.85	\$922.13	\$475.00	\$2,000.00	Out of State Transportation	Per BMA/C strategic goals - inc for training and marketing
672040	Out of State Meals	\$300.43	\$457.93	\$475.00	\$2,000.00	Out of State Meals	Per BMA/C strategic goals - inc for training and marketing
673000	Dues & Memberships	\$1,115.00	\$1,293.00	\$2,000.00	\$2,000.00	Dues & Memberships	Per BMA/C strategic goals - inc for training and marketing
673010	Licenses	\$1,780.00	\$940.00	\$1,600.00	\$2,000.00	Licenses & Permits	Per BMA/C strategic goals - inc for training and marketing
673050	Subscriptions	\$689.02	\$38.00	\$200.00	\$200.00	Subscriptions	Per BMA/C strategic goals - inc for training and marketing
674010	Property/Fire Insurance	\$87,443.72	\$104,016.59	\$84,000.00	\$75,000.00	Airport Specific Insurance	Additional airport specific insurance costs for liability, pollution, EMAS and terrorism \$440.67 per month fixed for four (4) leased trucks
674050	Fuel Truck Insurance	\$0.00	\$0.00	\$0.00	\$6,000.00	Fuel Truck Insurance	As necessary
674200	Unemployment costs	(\$213.00)	\$0.00	\$1,000.00	\$1,000.00	Unemployment	As necessary
675040	Community Relations	\$24,897.50	\$24,815.00	\$35,000.00	\$35,000.00	Professional Services & Arts	Public relations consultant, art and historical collections managers, art and history programs
675070	Shorts	\$0.00	\$12,376.39	\$0.00	\$0.00	Budget Shortfalls	As necessary
676010	Depreciation	\$1,374,686.00	\$120,000.00	\$120,000.00	\$120,000.00	Depreciation	Depreciation
676020	Bad Debt	\$0.00	\$0.00	\$1,000.00	\$1,000.00	Bad Debt	As necessary
678050	Employee/Award	\$0.00	\$0.00	\$0.00	\$2,000.00	Employee Performance Awards	Awards and bonuses for non-union employees
678310	Stock/Tax	\$0.00	\$0.00	\$0.00	\$0.00	Stock/Tax	Delete - not required
680010	Principle Long Term Debt	\$0.00	\$0.00	\$25,000.00	\$30,000.00	Principle Long Term Debt	Bond payments for terminal construction - paid by Passenger Facility Charges (PFC)
680020	Interest Long Term Debt	\$0.00	\$26,673.89	\$25,850.00	\$25,100.00	Interest Long Term Debt	Bond payments for terminal construction - paid by Passenger Facility Charges (PFC)
680030	Interest Short Term Debt	\$0.00	\$0.00	\$0.00	\$5,000.00	Interest Short Term Debt	Payments for short term borrowing in anticipation of grant awards
680070	Debt Issue	\$0.00	\$0.00	\$0.00	\$0.00	Debt Issue	As necessary
691010	Transfer to General Fund	\$250,336.00	\$267,490.00	\$313,603.00	\$333,596	Transfer to General Fund	Town administrative service chargebacks for enterprise funds
	Sub-Total Operating Exp	\$5,369,277.39	\$4,170,892.09	\$5,228,218.00	\$5,476,561.00		

