



*Unless otherwise noted, all meetings at*

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# **REGULAR MEETING PRELIMINARY AGENDA**

## **September 12, 2019 4:30 PM**

**CALL TO ORDER at 4:30 P.M.**

**APPROVAL OF MINUTES:** August 15, 2019.

**APPROVAL OF VOUCHERS**

August 2019-A General Fund Voucher \$7,662.79

August 2019 Payroll \$8,387.22

Total \$16,050.01

**PUBLIC ACCESS TIME**

**STAFF REPORT**

**TREASURER'S REPORT**

**OLD BUSINESS**

1. **DISCUSSION – Public use of old Bathroom.**
2. **DISCUSSION – Preliminary Budget Draft.**

**NEW BUSINESS**

1. **Update on Wetland and Buffer Mitigation.**

**NEXT MEETING AND ADJOURNMENT**

Regular Meeting, October 10th, 4:30 P.M.

**PORT OF ORCAS**  
**Minutes of the Regular Meeting**  
**August 15th, 2019**

**Call to order and confirmation of a quorum**

The meeting was called to order by Commission Chair Sawyer at 4:31pm in the Airport Conference Room. A quorum was present with commissioners Duke, Hopkins, vonTobel and Haffner present. Members of the public were present.

**Approval of Minutes**

Hopkins moved, Duke seconded approval of the Minutes of the Regular Meeting of July 11th, 2019, and the motion was carried unanimously.

**Approval of Vouchers**

Haffner moved, Duke seconded approval of the June 2019 A Capital Fund Voucher in the amount of \$27,696.33, the July 2019 D General Fund Voucher in the amount of \$44,057.56, the July 2019 Payroll in the amount of \$14,486.28 for a total of \$86,240.17. The question was called and was carried unanimously

**Public Access Time**

The Chair opened public access time at 4:45 P.M. Members of the public addressed the commission and public access was closed at 4:51 P.M.

**Staff Report**

The Airport Manager presented the Staff Report. The staff and commission discussed Public use of bathrooms and the Master Plan progress report.

**Old Business**

1. The commissioners discussed future parking options for Aeronautical Services.

**New Business**

1. The commissioners discussed the opening of the new Port Bathrooms and the question came up if there was insurance on them.

**Public Access Time**

The Chair re-opened public access time at 5:53 P.M. Members of the public addressed the commission and public access was closed at 5:58 P.M.

**Next Meeting and Adjournment**

The Chair set the next Regular Meeting for September 12th, 2019 at 4:30pm. The meeting was adjourned at 6:01 pm.

Prepared by

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Steve Hopkins, Commissioner and Secretary

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Dwight Guss, Interim Airport Manager

**CLAIMS PAYMENT REQUEST**

Batch#

FROM: Port of Orcas Fund# 6721.00

August 22, 2019 August 2019 - A

Page 1 of 2

Inv# / Acc# / ID	Description	Inv. Date	Vendor #	Vendor Name	Amount	Grant/Level	Bars #	1099
55728	Fire Extinguisher Mx	8/7	alp510	Alpine Fire/Safety System	222.25		546.20.31.0009	
300515092	Telephone	8/6	cen657	Century Link 5285;6062;6064;6045	245.28		546.10.42.0020	
101-561	Sani-cans	8/10	cha650	Chappys	375.00		546.10.47.0005	
418	Petroleum Products	8/5	cre840	Crescent Beach Service	33.39		546.10.32.0001	
229	Sewer	7/31	eas310	Eastsound Sewer	84.40		546.10.47.0003	
02-0600	Water-hangars	8/1	eas350	EWUA (hangars)	121.98		546.10.47.0001	
01-0650	Water-terminal	8/1	eas350	EWUA (terminal)	106.59		546.10.47.0001	
20190730	Haffner Conf Attend	7/30	haf100	Haffner, Poke	492.91		546.30.43.0001	
1424	Petroleum Products	8/1	isl144	Island Petroleum Services	22.84		546.10.32.0001	
1605-19	Vehicle Maint	7/31	isl590	Island Automotive	34.86		546.20.31.0007	
2493001	Electricity		orc830	Terminal	326.09		546.10.47.0002	
2493003	Electricity		orc830	OPALCO PAPI	92.52		546.10.47.0002	
2493007	Electricity		orc830	OPALCO Larson Gate	44.96		546.10.47.0002	
2493008	Electricity		orc830	OPALCO Grasyvania Gate	46.33		546.10.47.0002	
2493009	Electricity		orc830	OPALCO Griot Gate	46.96		546.10.47.0002	
2493010	Electricity		orc830	OPALCO Aeroview Gate	45.18		546.10.47.0002	
2493011	Electricity		orc830	OPALCO Airfield Lights	179.81		546.10.47.0002	
08012019	Janitor		pay144	Margaret Payne	487.14		546.20.41.0001	Y
08012019	Janitor		pay144	Margaret Payne (tax)	39.46		546.20.41.0001	
08012019	Landscaping		pay144	Margaret Payne	256.86		546.20.48.0006	Y
08012019	Landscaping		pay144	Margeret Payne (tax)	20.81		546.20.48.0006	
<b>TOTAL THIS PAGE</b>					<b>3,325.62</b>			

**CLAIMS PAYMENT REQUEST**

FROM: Port of Orcas Fund# 6721.00

August 22, 2019 August 2019 - A Page 2 of 2

Inv#/Acct#/ID	Description	Inv. Date	Vendor #	Vendor Name	Amount	Grant/Level	Bals #	1099
000001	Ofc Supp Paper twl	8/8	pet513	Petty Cash - Ofc Cupboard	26.32		546.10.31.0002	
5387202878	Pop for Resale	8/1	pet513	Petty Cash - Coca Cola	89.76		546.30.34.0001	
5387202960	Pop for Resale	8/22	pet513	Petty Cash - Coca Cola	97.44		546.30.34.0001	
-4444221	Bolt	7/14	pet513	Petty Cash - Amazon Bolt for Mower	8.59		546.20.31.0007	
-8530661	Washer	7/14	pet513	Petty Cash - Amazon Bolt for Mower	11.82		546.20.31.0007	
-0744245	Blades	7/14	pet513	Petty Cash - Amazon Bolt for Mower	56.26		546.20.31.0007	
-9595469	PTO Clutch	7/14	pet513	Petty Cash - Amazon Bolt for Mower	129.67		546.20.31.0007	
00002	Various	8/14	pet513	Petty Cash - Crescent Beach Service	34.03		546.10.32.0001	
N20561	Fuel Barge	7/15	san196	San Juan Ferry & Barge	1,750.00		546.30.43.0001	
2905665-SJ	Refuse	7/31	san275	San Juan Sanitation	242.58		546.10.47.0004	
1002	Training Mentor	7/29	shu155	Shuksan Air Service (Anthony Simpson)	1,080.70		546.10.41.0006	
21541 & 21333	Septic	8/1	sta065	Starr Excavation and Orcas	480.00		546.10.47.0005	
019-475	Memberships	7/31	was290	Washington Public Ports Assoc	360.00		546.30.49.0030	
<b>TOTAL THIS PAGE</b>					<b>4,337.17</b>			
<b>TOTAL BOTH PAGES</b>					<b>7,682.79</b>			

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the (city/county/district), and that I am authorized to authenticate and certify to said claim.

Airport Manager  
Title

Signed  
Airport Manager  
Title

**Board Authorization**  
As the duly elected board for this district we have reviewed the claims listed above(including original backup materials) totaling \$7662.79 for the period ending August 22, 2019. We approve payment with our signatures below.

Commissioner	Date	Commissioner	Date
Commissioner	Date	Commissioner	Date
Commissioner	Date	Commissioner	Date

Note: It is the DISTRICTS' responsibility to maintain adequate, original, records to substantiate these claims.



DATE: 8/24/19

PAYROLL WORKSHEET

August 2019

Port of Orcas

RATE	EMPLOYEE NAME	EMPLOYEE NUMBER	FUND #	BARS	L&I	REG HRS	AMOUNT DUE	multiple line total per employee	
114.00	Clyde Duke	DUK100	6721.00.	546.10.10.2001	5306-07	1	\$114.00		
114.00	Poke Haffner	HAF100	6721.00.	546.10.10.2001	5306-07	1	\$114.00		
114.00	Steve Hopkins	HOP400	6721.00.	546.10.10.2001	5306-07	1	\$114.00		
20.23	James Reid	REI200	6721.00.	546.10.10.2003	4201-02		\$0.00		
20.23	James Reid	REI200	6721.00.	546.10.10.2003	N/A	129	\$2,609.67	PTO-Holiday	
20.23	James Reid	REI200	6721.00.	546.10.10.2003	N/A		\$0.00	PTO-Sick	
311.71	James Reid	REI200	6721.00.	546.10.20.0005	N/A	X	\$311.71	\$2,921.38 Medical	
114.00	Greg Sawyer	SAW200	6721.00.	546.10.10.2001	5306-07	1	\$114.00		
26.50	Dwight Guss	GUS200	6721.00.	546.10.10.2002	4201-02	176	\$4,664.00		
231.84	Dwight Guss	GUS200	6721.00.	546.10.20.0005	N/A		\$231.84	Medical	
26.50	Dwight Guss	GUS200	6721.00.	546.10.10.2002	N/A		\$0.00	PTO-Holiday	
26.50	Dwight Guss	GUS200	6721.00.	546.10.10.2002	N/A		\$0.00	PTO-Sick	
26.50	Dwight Guss	GUS200	6721.00.	546.10.10.2002	N/A		\$0.00	PTO-Jury Duty	
26.50	Dwight Guss	GUS200	6721.00.	546.10.10.2002	N/A		\$0.00	PTO-Vacation	
114.00	Bea vonTobel	VON100	6721.00.	546.10.10.2001	5306-07	1	\$114.00		
<b>TOTALS</b>							<b>310.00</b>	<b>\$8,387.22</b>	

I, the undersigned, do hereby certify under penalty of perjury that the claim is a just, due and unpaid obligation against the Port of Orcas, and that I am authorized to certify to said claim.

Signed \_\_\_\_\_  
 Title Airport Manager

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against San Juan County, and that I am authorized to authenticate and certify to said claim.

Signed \_\_\_\_\_  
 Title Chairman

Date \_\_\_\_\_

# PORT OF ORCAS 2019 TREASURERS REPORT

As of 8/31/2019

Beginning Cash		99145.44		95916.19	
OPERATING REVENUE		TO DATE			
State BARS Code	DESCRIPTION	-6721-	-6727-	-6721-	-6727-
321.80.00.0000	Vending Machine #	900		657	
343.40.00.0000	Utility Reimbursement (Water)	2,000		1,561	
344.50.00.0000	Aviation Fuel Sales	73,700		84,320	
344.51.00.0000	Sale of Airplane Oil	500		475	
344.61.00.0001	Landing Fee #	11,000		6,527	
344.61.00.0002	Tiedown Fee Transient #	7,500		6,611	
344.61.00.0003	Tiedown Fee Annual	900		1,200	
344.61.00.0004	Fence Access Fee #	900		432	
344.61.00.0005	TTF User Fees #	3,120		2,880	
344.61.00.0006	Fuel Flowage #	0		498	
361.40.00.0002	Finance Charges #	200		196	
362.30.00.0000	Auto Parking Transient #	6,500		5,287	
362.50.00.0001	Auto Parking Annual #	12,000		11,370	
362.50.00.0002	Hangar Lease	24,000		14,324	
362.50.01.0003	Land Lease	59,000		33,076	
362.50.01.0004	Rentals	10,500		10,684	
369.90.00.0000	NSF Check Fee	20			
369.91.00.0000	Miscellaneous	0			
<b>SubTotal Operating Revenue</b>		<b>212,740</b>	<b>0</b>	<b>180,099</b>	<b>0</b>
<b>Total Operating Revenue</b>		<b>212,740</b>	<b>0</b>	<b>180,099</b>	<b>0</b>

OTHER REVENUE		TO DATE			
308.80.00.0000	Beginning Cash & Investments	0	0		
311.10.00.0000	Property Tax*	248,420	600	155,318	18
331.20.10.0000	FAA Grant-AIP		432,000		137,478
334.03.60.0000	State A.I.P. Grant		24,000		6,625
336.02.31.0000	DNR PILI*	300			
337.20.00.0000	State Leasehold Tax Distribute	300		227	
337.40.00.0000	Timber Harvest Tax*	100		19	
337.46.00.0000	County Grants		0		38,065
361.11.00.0000	Interest (LGIP)*		800		627
361.11.00.0001	Interest (LGIP)*	8,000		10,540	
361.40.00.0001	Interest (Interfund Loan)*	2,900		1,882	
367.11.00.0000	Donations	2,000		748	
369.95.00.0000	Vendor Refund	30		50	
381.20.00.0000	Principal (Interfund Loan)	54,000		27,000	
388.10.00.0000	Prior Year Adjustments	100			
389.30.00.0000	Leasehold Tax*	10,700		8,350	
389.30.00.0001	Sales Tax Collected	300			
395.10.00.0000	Disposition of Assets #	100			
397.46.00.6721	Transfers In from General Fund		118,000		
397.46.00.6727	Transfers In from Capital Fund				
<b>SubTotal Other Revenue</b>		<b>327,280</b>	<b>575,400</b>	<b>202,134</b>	<b>182,813</b>
<b>Total Other Revenue</b>		<b>327,280</b>	<b>575,400</b>	<b>202,134</b>	<b>182,813</b>
<b>Total Revenue</b>		<b>539,990</b>	<b>575,400</b>	<b>382,233</b>	<b>182,813</b>

<b>Total Gain (Loss) Excluding Tax</b>	<b>124,420</b>	<b>600</b>	<b>33,264</b>	<b>137,284</b>
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<b>Net Increase(Decrease) in Cash and Investments</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>ENDING CASH</b>	<b>97325.64</b>	<b>39,096</b>
Accounts Payable (Most Recent Vouchers)		
Warrants/Salary Payable (Outstanding Checks)	10,480	
Cash Available	107,806.07	39,096

GROSS RECEIPTS 1,115,390 565,048

GROSS DISBURSEMENTS (1,115,390) (443,880)

LGIP Balance 775000 40000

**TOTAL FINANCIAL BALANCE \$ 951,422**

OPERATING EXPENSES		TO DATE			
546.10.10.2001	Commissioners	(9,800)		(10,488)	
546.10.10.2002	Airport Manager	(77,500)		(88,307)	
546.10.10.2003	Operations Assistant	(35,590)		(16,758)	
546.10.10.2004	Third Employee Pay	(21,800)			
546.10.20.0001	FICA (7.65%)	(11,700)		(6,253)	
546.10.20.0002	L&I (hours x rate) 1.58 per hr	(4,000)		(5,190)	
546.10.20.0003	Retirement (9.21%)	(10,500)		(8,764)	
546.10.20.0005	Medical Stipend	(7,200)		(3,189)	
546.10.20.0009	Emp/Secur (taxable x 0.17%)	(180)		(80)	
546.10.20.0012	FMLA Premium Assesment	(610)		(20)	
546.10.31.0000	Indoor/Outdoor Furniture	(3,000)		(693)	
546.10.31.0001	Signs/Fee Boxes Supplies	(300)			
546.10.31.0002	Office Supplies	(2,700)		(493)	
546.10.31.0003	Printing & Copying Supplies	(500)			
546.10.31.0004	Janitorial Supplies	(800)			
546.10.31.0005	Meeting Supplies	(240)			
546.10.32.0001	Fuel/Petrol Prod	(1,500)		(791)	
546.10.32.0002	Aviation Fuel	(58,000)		(35,854)	
546.10.41.0000	Staff Recruiting/Advertising	(40,000)			
546.10.41.0001	SJC Auditor	(1,800)		(1,800)	
546.10.41.0002	State Audit	0			
546.10.41.0003	Security	(750)		(162)	
546.10.41.0004	Website Development/Maint	0			
546.10.41.0005	Legal	(8,000)		(275)	
546.10.41.0006	Consultant	(350)		(12,115)	
546.10.41.0007	Wildlife Control	(1,000)			
546.10.41.0008	Promotional Hosting	(100)			
546.10.41.0009	Economic Development Pro	(2,500)			
546.10.41.0044	Advertising	(3,000)			
546.10.42.0010	Postage	(380)		(460)	
546.10.42.0020	Phone	(3,000)		(2,855)	
546.10.42.0030	Internet	(1,200)		(873)	
546.10.44.0001	StormWater Utility Tax	(450)		(767)	
546.10.45.0001	Vending Machine Rental	(240)			
546.10.46.0003	Bonding/Fire/Liability Insura	(13,000)		(1,064)	
546.10.47.0001	Water	(2,800)		(1,303)	
546.10.47.0002	Electricity	(12,500)		(6,450)	
546.10.47.0003	Sewer	(800)		(591)	
546.10.47.0004	Refuse	(2,700)		(1,661)	
546.10.47.0005	Sani Cans	(2,500)		(1,725)	
546.10.49.0000	Misc				
546.20.31.0006	Field Electrical	(2,500)		(1,862)	
546.20.31.0007	Vehicle Maint	(1,200)		(1,598)	
546.20.31.0008	Runway/TW/Ramp Maint su	(500)		(35)	
546.20.31.0009	Building Maint supplies	(3,500)		(1,915)	
546.20.31.0010	Road Maint supplies	(1,000)		(78)	
546.20.31.0011	Fence Maint	(12,000)			
546.20.35.0001	Small Tools & Equip	(2,700)		(311)	
546.20.41.0001	Janitor	(8,000)		(4,207)	
546.20.41.0002	AWOS M&O	(1,500)		(840)	
546.20.48.0006	Landscaping	(2,500)		(1,894)	
546.20.48.0007	Mowing & Snow	(2,000)		(1,915)	
546.20.48.0008	Ditch/Tree Clearing	(8,000)			
546.30.34.0001	Pop for Resale	(850)		(438)	
546.30.34.0001	Airplane Oil for Resale	(240)			
546.30.43.0001	Travel	(4,500)		(2,719)	
546.30.49.0010	Memberships	(1,700)		(520)	
546.30.49.0030	ContEd/Workshops	(800)		(28)	
546.30.49.0090	Svc Fees, Fin Chg, Lic, Per	(200)		(88)	
594.46.61.0001	AIP RW/Apron Improvements		(480,000)	(189,329)	
594.46.62.0003	Tractor/shed (PFAP)		0	(49,365)	
594.46.63.0001	Auto Parking Area Reconst/PFFAP		0		
594.46.64.0002	GPS Approach		0		
<b>SubTotal Operating Expenses</b>		<b>(88,570)</b>	<b>(480,000)</b>	<b>(163,452)</b>	<b>(593,349)</b>
<b>Total Operating Expenses</b>		<b>(88,570)</b>	<b>(480,000)</b>	<b>(163,452)</b>	<b>(593,349)</b>

OTHER EXPENSES		TO DATE			
508.80.00.0000	Ending Cash & Investments				
546.30.44.0002	Business & Occupation Tax	(8,250)		(3,471)	
546.30.49.0001	Contingency Reserve	(8,970)			
546.30.51.0000	Prof Svcs (Election)	(5,000)			
589.30.00.0000	Land Leasehold Tax	(10,200)		(6,930)	
594.46.60.0001	Capital Contingency Reserve		(85,010)		
594.46.61.0050	Land Purchase				
594.46.62.0080	Fed Ex Buildings				
594.46.64.0001	Wx/Navigation Aids		(25,392)		
594.46.64.0003	Vehicle Purchase				
594.46.64.0004	Machinery & Equipment		(2,500)		
597.46.00.6721	Transfers Out				
597.46.00.6727	Transfers Out to capital	(1,18,000)			
<b>SubTotal Non-Op</b>		<b>(180,420)</b>	<b>(85,409)</b>	<b>(10,402)</b>	<b>0</b>
<b>Total Other Expenses</b>		<b>(180,420)</b>	<b>(85,409)</b>	<b>(10,402)</b>	<b>0</b>
<b>Total Expenses</b>		<b>(88,990)</b>	<b>(565,409)</b>	<b>(173,854)</b>	<b>(593,349)</b>



## Port of Orcas 2020 Budget

OPERATING REVENUE		2019 Budget		2020 Budget	
BARS Code 6721.00	DESCRIPTION	-6721-	-6727-	-6721-	-6727-
321.80.00.0000	Vending Machine #	900		1,000	
343.40.00.0000	Utility Reimbursement (Water)	2,000		2,000	
344.50.00.0000	Aviation Fuel Sales	73,700		90,000	
344.51.00.0000	Sale of Airplane Oil	500		500	
344.61.00.0001	Landing Fee #	11,000		11,000	
344.61.00.0002	Tiedown Fee Transient #	7,500		8,000	
344.61.00.0003	Tiedown Fee Annual	900		1,200	
344.61.00.0004	Fence Access Fee #	900		900	
344.61.00.0005	TTF User Fees #	3,120		3,120	
344.61.00.0006	Fuel Flowage #	0		0	
361.40.00.0002	Finance Charges #	200		200	
362.30.00.0000	Auto Parking Transient #	6,500		7,500	
362.50.00.0001	Auto Parking Annual #	12,000		14,000	
362.50.00.0002	Hangar Lease	24,000		24,000	
362.50.01.0003	Land Lease	59,000		59,000	
362.50.01.0004	Rentals	10,500		10,500	
369.90.00.0000	NSF Check Fee	20		20	
369.91.00.0000	Miscellaneous	0		0	
<b>Sub Total Operating Revenue</b>		<b>212,740</b>	<b>0</b>	<b>232,940</b>	<b>0</b>
<b>Total Operating Revenue</b>		<b>\$212,740.00</b>		<b>\$232,940.00</b>	

OTHER REVENUE		2019 Budget		2020 Budget	
BARS Code 6721.00 / 6727.00	DESCRIPTION	-6721-	-6727-	-6721-	-6727-
308.80.00.0000	Beginning Cash & Investments	0	0	0	0
311.10.00.0000	Property Tax*	248,420	600	250,910	610
331.20.10.0000	FAA Grant-AIP		432,000		405,900
334.03.60.0000	State A.I.P. Grant		24,000		23,000
336.02.31.0000	DNR PILT*	300		300	
337.20.00.0000	State Leasehold Tax Distribution	300		300	
337.40.00.0000	Timber Harvest Tax*	100		100	
337.46.00.0000	County Grants		0		0
361.11.00.0000	Interest (LGIP)*		800		800
361.11.00.0001	Interest (LGIP)*	8,000		10,000	
361.40.00.0001	Interest (Interfund Loan)*	2,900		1,350	
367.11.00.0000	Donations	2,000		2,000	
369.95.00.0000	Vendor Refund	30		30	
381.20.00.0000	Principal (Interfund Loan)	54,000		44,000	
388.10.00.0000	Prior Year Adjustments	100		100	
389.30.00.0000	Leasehold Tax*	10,700		10,700	
389.30.00.0001	Sales Tax Collected	300		300	
395.10.00.0000	Disposition of Assets #	100		100	
397.46.00.6721	Transfers In from General Fund		118,000		90,000
397.46.00.6727	Transfers In from Capital Fund				
<b>Sub Total Other Revenue</b>		<b>327,250</b>	<b>575,400</b>	<b>320,190</b>	<b>520,310</b>
<b>Total Other Revenue</b>		<b>\$902,650.00</b>		<b>\$840,500.00</b>	
<b>Total Revenue</b>		<b>\$399,990</b>	<b>\$75,400</b>	<b>\$553,130</b>	<b>\$520,310</b>
		<b>1,115,390</b>		<b>1,073,440</b>	

GROSS RECEIPTS (Excl Tax and Beginning)	539,990	575,400	553,130	520,310
GROSS DISBURSEMENTS (Excl Ending)	(399,990)	(575,400)	(553,130)	(520,310)
	(1,115,390)		(1,073,440)	

Net Increase(Decrease) in Cash and Investments	0	0
Est. Beginning Balance of Cash and Investments	0	0
Est Ending Balance of Cash and Investments	0	0
Ending Cash w/o Execution of Contingency Reserves or WX	102,370	84,040
Operating Income (Loss)	(176,630)	(480,000)
Total Operating Income (Loss)	(966,830.00)	(866,010.00)

OPERATING EXPENSES		2019 Budget		2020 Budget	
State BARS Code 6721.00/6727.00	DESCRIPTION	-6721-	-6727-	-6721-	-6727-
546.10.10.2001	Commissioners	(9,000)		(9,000)	
546.10.10.2002	Airport Manager	(77,500)		(89,000)	
546.10.10.2003	Operations Assistant	(35,990)		(37,700)	
546.10.10.2004	Third Employee Pay	(21,800)		(22,500)	
546.10.20.0001	FICA (7.65%)	(11,100)		(9,120)	
546.10.20.0002	L&I (hours x rate 1.58 per hour)	(4,000)		(6,600)	
546.10.20.0003	Retirement (9.21%)	(10,500)		(8,910)	
546.10.20.0005	Medical Stipend	(7,200)		(7,600)	
546.10.20.0009	EmplSecur (taxable x 0.17%)	(180)		(210)	
546.10.20.0012	FMLA Premium Assessment	(910)		(640)	
546.10.31.0000	Indoor/Outdoor Furniture	(3,000)		(1,500)	
546.10.31.0001	Signs/Fee Boxes Supplies	(300)		(300)	
546.10.31.0002	Office Supplies	(2,700)		(2,000)	
546.10.31.0003	Printing & Copying Supplies	(500)		(600)	
546.10.31.0004	Janitorial Supplies	(800)		(800)	
546.10.31.0005	Meeting Supplies	(240)		(240)	
546.10.32.0001	Fuel/Petrol Prod	(1,800)		(1,500)	
546.10.32.0002	Aviation Fuel	(96,000)		(75,000)	
546.10.41.0000	Staff Recruiting/Advertising	(40,000)		(40,000)	
546.10.41.0001	SJC Auditor	(1,800)		(2,200)	
546.10.41.0002	State Audit	0		0	
546.10.41.0003	Security	(750)		(750)	
546.10.41.0004	Website Development/Maint	0		0	
546.10.41.0005	Legal	(6,000)		(6,000)	
546.10.41.0006	Consultant	(360)		(3,000)	
546.10.41.0007	Wildlife Control	(1,000)		(1,000)	
546.10.41.0008	Promotional Hosting	(100)		(100)	
546.10.41.0009	Economic Development Programs	(2,500)		(2,500)	
546.10.41.0044	Advertising	(3,000)		(3,000)	
546.10.42.0010	Postage	(360)		(540)	
546.10.42.0020	Phone	(3,000)		(4,000)	
546.10.42.0030	Internet	(1,200)		(1,400)	
546.10.44.0001	StormWater Utility Tax	(450)		(600)	
546.10.45.0001	Vending Machine Rental	(240)		(280)	
546.10.46.0003	Bonding/Fire/Liability Insuran	(13,000)		(13,500)	
546.10.47.0001	Water	(2,600)		(2,500)	
546.10.47.0002	Electricity	(12,500)		(13,500)	
546.10.47.0003	Sewer	(900)		(900)	
546.10.47.0004	Refuse	(2,100)		(2,100)	
546.10.47.0005	Sani Cans	(2,500)		(3,000)	
546.10.49.0000	Misc				
546.20.31.0006	Field Electrical	(2,500)		(3,000)	
546.20.31.0007	Vehicle Maint	(1,200)		(2,000)	
546.20.31.0008	Runway/TW/Ramp Maint supp	(500)		(600)	
546.20.31.0009	Building Maint supplies	(3,500)		(26,000)	
546.20.31.0010	Road Maint supplies	(1,000)		(1,000)	
546.20.31.0011	Fence Maint	(12,000)		(12,000)	
546.20.35.0001	Small Tools & Equip	(2,700)		(2,700)	
546.20.41.0001	Janitor	(8,000)		(8,000)	
546.20.41.0002	AWOS M&O	(1,300)		(1,300)	
546.20.48.0006	Landscaping	(2,500)		(2,500)	
546.20.48.0007	Mowing & Snow	(2,000)		(4,000)	
546.20.48.0008	Ditch/Tree Cleaning	(6,000)		(18,000)	
546.30.34.0001	Pop for Resale	(450)		(600)	
546.30.34.0001	Airplane Oil for Resale	(240)		(240)	
546.30.43.0001	Travel	(4,500)		(4,500)	
546.30.49.0010	Memberships	(1,700)		(1,700)	
546.30.49.0030	ContEd/Workshops	(800)		(800)	
546.30.49.0090	Svc Fees, Fin Chg, Lic, Permits	(200)		(200)	
594.46.61.0001	AIP RW/Apron Improvements		(480,000)		(451,000)
594.46.62.0003	Tractor/shed (PFFAP)		0		0
594.46.63.0001	Auto Parking Area Reconstr/PFFAP		0		0
594.46.64.0002	GPS Approach		0		0
<b>Sub Total Operating Expenses</b>		<b>(399,570)</b>	<b>(480,000)</b>	<b>(427,930)</b>	<b>(451,000)</b>
<b>Total Operating Expenses</b>		<b>(399,570.00)</b>		<b>(427,930.00)</b>	

OTHER EXPENSES		2019 Budget		2020 Budget	
BARS Code	DESCRIPTION	-6721-	-6727-	-6721-	-6727-
508.80.00.0000	Ending Cash & Investments	0	0	0	0
546.30.44.0002	Business & Occupation Taxes	(8,250)		(8,750)	
546.30.49.0001	Contingency Reserve	(8,970)		(16,730)	
546.30.51.0000	Prof Svcs (Election)	(5,000)		0	
589.30.00.0000	Land Leasehold Tax	(10,200)		(10,200)	
594.46.60.0001	Capital Contingency Reserve		(68,010)		(42,000)
594.46.61.0050	Land Purchase				
594.46.62.0060	Fed Ex Buildings				
594.46.64.0001	Wx/Navigation Aids		(25,300)		(25,310)
594.46.64.0003	Vehicle Purchase				(2,000)
594.46.64.0004	Machinery & Equipment		(2,000)		(2,000)
597.46.00.6727	Transfers Out to capital		(118,000)		(90,000)
<b>Sub Total Other Expenses</b>		<b>(180,420)</b>	<b>(95,400)</b>	<b>(128,180)</b>	<b>(89,310)</b>
<b>Total Other Expenses</b>		<b>(245,820.00)</b>		<b>(314,490.00)</b>	
<b>Total Expenses</b>		<b>(539,990)</b>	<b>(575,400)</b>	<b>(553,130)</b>	<b>(520,310)</b>
		<b>(1,115,390)</b>		<b>(1,073,440)</b>	