

Notice of Regular Meeting

January 9, 2023 – 11:00 am

Commission Office

A G E N D A

1. Call to order by Chairman
2. Approve Minutes of previous meeting (November 21, 2022)
3. Correspondence report
4. Approve December 2022 Financial Statement
5. Monthly fuel and traffic report
6. **Current Business:**
 - A. Individuals wishing to address the Commission
 - B. Monthly update from Operations Manager
 - C. Monthly update from Public Relations Director
 - D. Projects update:
 - #028-2019 / SCAC 19-020 (Taxiway B Construction)
 - #029-2019 / SCAC 19-023 (ALP update)
 - #030-2020 (Taxiway C & D Rehab Design and EMAS Design)
 - #032-2021 (Taxiway C & D Rehab Construction)
 - #035-2022 (RSA Improvements)
 - #036-2022 (RWY 1 RSA/EMAS 30% Design and Construction)
 - SCAC 21-017 (West Ramp)
7. Executive Session
8. Adjourn

NOTE: A New Year's luncheon will follow the meeting.

NEXT MEETING: February 13, 2023

Greenville Airport Commission
Assets, Liabilities and Net Position - Modified Cash Basis
As of December 31, 2022

Assets

Current Assets

Regions Bank - operating account	\$	50,905.92
Paypal account		16,848.27
Regions Bank - MMA		<u>903,101.80</u>

Total Current Assets \$ 970,855.99

Property and Equipment

Land	10,491,753.06
Runways	26,364,297.44
Buildings	7,699,970.21
Equipment	322,165.66
Furniture and fixtures	61,075.67
Park improvements and equipment	1,545,192.85
Acc depr'n - runways	(14,969,938.44)
Acc depr'n - buildings	(5,556,414.42)
Acc depr'n - equipment	(239,574.70)
Acc depr'n - furniture/fixtures	(40,915.13)
Acc depr'n - park imp'ments and equip	<u>(225,811.34)</u>

Net Property and Equipment 25,451,800.86

Other Assets

AIP Project #028-2019	212,972.43
AIP Project #029-2019	18,460.05
AIP Project #030-2020	16,441.00
AIP Project #032-2021	51,707.26
SCAC 21-017 West Ramp Rehab	259,519.96
AIP Project #035-2022	54,473.63
SCAC 22-004 GMU Airport sign	0.21
AIP Project #036-2022	<u>51,550.00</u>

Total Other Assets 665,124.54

Total Assets \$ 27,087,781.39

Liabilities and Net Position

Current Liabilities

T-Hangar deposits	\$	<u>9,220.00</u>
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Total Current Liabilities \$ 9,220.00

Total Liabilities 9,220.00

Net Position

Investment in fixed assets	25,738,279.21
Net assets	1,388,515.96
Current earnings	<u>(48,233.78)</u>

Total Net Position 27,078,561.39

Total Liabilities and Net Position \$ 27,087,781.39

Greenville Airport Commission
Revenue and Expenses - Modified Cash Basis

	One Month Ended December 31, 2022	Percent	Six Months Ended December 31, 2022	Percent
Income				
Aviation income	\$ 52,086.38	45.52	\$ 309,569.08	45.57
Non-aviation income	34,296.71	29.97	186,912.56	27.51
Interest income	7.42	0.01	53.69	0.01
T-hangar income	24,465.00	21.38	153,315.00	22.57
Park income	2,473.73	2.16	26,680.31	3.93
Miscellaneous income	<u>1,100.00</u>	<u>0.96</u>	<u>2,850.00</u>	<u>0.42</u>
Total Income	<u>114,429.24</u>	<u>100.00</u>	<u>679,380.64</u>	<u>100.00</u>
Administrative Expenses				
Salaries and wages	21,285.00	18.60	164,557.09	24.22
Employee insurance	2,345.10	2.05	14,218.82	2.09
FICA taxes	1,627.70	1.42	12,585.47	1.85
SC retirement system	3,737.64	3.27	28,896.15	4.25
Advertising and promotion	3,599.74	3.15	14,221.34	2.09
Telephone/web/internet	456.20	0.40	4,194.35	0.62
Professional services	312.50	0.27	28,766.33	4.23
Travel and training	1,200.00	1.05	1,350.00	0.20
Postage	180.00	0.16	309.70	0.05
Maintenance contracts	0.00	0.00	795.86	0.12
Office supplies	236.05	0.21	1,023.63	0.15
Accounting services	275.00	0.24	1,675.00	0.25
Office equipment/repair	0.00	0.00	251.79	0.04
Insurance	0.00	0.00	150.10	0.02
Dues and subscriptions	520.00	0.45	3,203.99	0.47
Printing	0.00	0.00	576.43	0.08
Catering	132.34	0.12	858.86	0.13
Misc admin expenses	<u>795.42</u>	<u>0.70</u>	<u>2,768.90</u>	<u>0.41</u>
Total Administrative Expenses	<u>36,702.69</u>	<u>32.07</u>	<u>280,403.81</u>	<u>41.27</u>

Greenville Airport Commission
Revenue and Expenses - Modified Cash Basis

	One Month Ended December 31, 2022	Percent	Six Months Ended December 31, 2022	Percent
Maintenance Expenses				
Salaries and wages	\$ 9,231.66	8.07	\$ 65,389.96	9.62
Employee insurance	3,555.66	3.11	18,485.76	2.72
FICA taxes	819.39	0.72	5,970.38	0.88
SC retirement system	1,621.09	1.42	11,482.46	1.69
Uniform service	510.26	0.45	2,719.42	0.40
Lock and key service	0.00	0.00	394.03	0.06
Vehicle service/repair	15.00	0.01	303.34	0.04
Part-time help	1,485.00	1.30	12,690.00	1.87
Equipment service/repair	406.71	0.36	1,780.67	0.26
Airfield maintenance	1,413.91	1.24	4,511.61	0.66
Fence repair	0.00	0.00	2,716.30	0.40
Utilities	3,827.64	3.34	20,154.19	2.97
Chemicals and paint	0.00	0.00	90.11	0.01
Hardware and supplies	0.00	0.00	51.46	0.01
Gasoline and diesel fuel	395.66	0.35	5,382.24	0.79
Tire service	0.00	0.00	1,241.07	0.18
HVAC service and repair	1,863.00	1.63	10,903.00	1.60
Airport lighting	37.50	0.03	37.50	0.01
Pest control	0.00	0.00	190.00	0.03
Landscaping	3,729.00	3.26	22,374.00	3.29
Cleaning services	1,650.00	1.44	4,400.00	0.65
Janitorial supplies	0.00	0.00	19.92	0.00
Tree and snow removal	0.00	0.00	2,325.00	0.34
Building maintenance	340.25	0.30	9,995.35	1.47
Misc maintenance expenses	246.07	0.22	3,115.36	0.46
Total Maintenance Expenses	<u>31,147.80</u>	<u>27.22</u>	<u>206,723.13</u>	<u>30.43</u>
Operating Income (Loss)	<u>46,578.75</u>	<u>40.71</u>	<u>192,253.70</u>	<u>28.30</u>
Capital Improvements				
Misc capital improvements	38.16	0.03	10,036.59	1.48
Administrative vehicle	0.00	0.00	44,571.00	6.56
Stormwater fees	0.00	0.00	75.00	0.01
Park expenses	3,941.63	3.44	17,784.78	2.62
AIP Project #028-2019	1,311.23	1.15	1,311.23	0.19
SCAC 21-017 West Ramp Rehab	640.00	0.56	160,580.21	23.64
SCAC 22-004 GMU Airport sign	0.00	0.00	6,128.67	0.90
Total Capital Improvements	<u>5,931.02</u>	<u>5.18</u>	<u>240,487.48</u>	<u>35.40</u>
Net Income (Loss)	<u>\$ 40,647.73</u>	<u>35.52</u>	<u>\$ (48,233.78)</u>	<u>(7.10)</u>

Greenville Airport Commission
Schedule of Revenue and Expenses vs. Budget

	One Month Ended December 31, 2022 Actual	One Month Ended December 31, 2022 Budget	Over (Under) Budget	Six Months Ended December 31, 2022 Actual	Twelve Months Ended June 30, 2023 Budget	Percent
Income						
Aviation income	\$ 52,086.38	\$ 47,912.00	\$ 4,174.38	\$ 309,569.08	\$ 574,944.00	53.84
Non-aviation income	34,296.71	28,379.50	5,917.21	186,912.56	340,554.00	54.88
Interest income	7.42	16.67	(9.25)	53.69	200.00	26.85
T-hangar income	24,465.00	22,200.00	2,265.00	153,315.00	266,400.00	57.55
Park income	2,473.73	-	2,473.73	26,680.31	-	-
Miscellaneous income	1,100.00	16.67	1,083.33	2,850.00	200.00	1425.00
Total Income	114,429.24	98,524.84	15,904.40	679,380.64	1,182,298.00	57.46
Administrative Expenses						
Salaries and wages	21,285.00	21,285.00	-	164,557.09	276,823.00	59.44
Employee insurance	2,345.10	2,368.08	(22.98)	14,218.82	28,417.00	50.04
FICA taxes	1,627.70	1,628.30	(0.60)	12,585.47	21,177.00	59.43
SC unemployment tax	-	33.33	(33.33)	-	400.00	-
SC retirement system	3,737.64	3,737.65	(0.01)	28,896.15	48,610.00	59.44
Advertising and promotion	3,599.74	2,083.33	1,516.41	14,221.34	25,000.00	56.89
Telephone/web/internet	456.20	750.00	(293.80)	4,194.35	9,000.00	46.60
Professional services	312.50	-	312.50	28,766.33	24,000.00	119.86
Travel and training	1,200.00	625.00	575.00	1,350.00	7,500.00	18.00
Postage	180.00	54.16	125.84	309.70	650.00	47.65
Maintenance contracts	-	133.33	(133.33)	795.86	1,600.00	49.74
Office supplies	236.05	141.66	94.39	1,023.63	1,700.00	60.21
Accounting services	275.00	333.33	(58.33)	1,675.00	4,000.00	41.88
Office equipment/repair	-	166.66	(166.66)	251.79	2,000.00	12.59
Insurance	-	5,416.66	(5,416.66)	150.10	65,000.00	0.23
Dues and subscriptions	520.00	458.33	61.67	3,203.99	5,500.00	58.25
Printing	-	83.33	(83.33)	576.43	1,000.00	57.64
Stormwater testing	-	183.33	(183.33)	-	2,200.00	-
Property taxes	-	-	-	-	3,500.00	-
Catering	132.34	125.00	7.34	858.86	1,500.00	57.26
Misc admin expenses	795.42	500.00	295.42	2,768.90	6,000.00	46.15
Total Administrative Expenses	36,702.69	40,106.48	(3,403.79)	280,403.81	535,577.00	52.36

Greenville Airport Commission Schedule of Revenue and Expenses vs. Budget

	One Month Ended December 31, 2022 Actual	One Month Ended December 31, 2022 Budget	Over (Under) Budget	Six Months Ended December 31, 2022 Actual	Twelve Months Ended June 30, 2023 Budget	Percent
Maintenance Expenses						
Salaries and wages	\$ 9,231.66	\$ 9,231.67	(0.01)	\$ 65,389.96	\$ 120,780.00	54.14
Employee insurance	3,555.66	3,037.41	518.25	18,485.76	36,449.00	50.72
FICA taxes	819.39	897.47	(78.08)	5,970.38	11,535.00	51.76
SC unemployment tax	-	33.33	(33.33)	-	400.00	-
SC retirement system	1,621.09	1,621.08	0.01	11,482.46	21,209.00	54.14
Uniform service	510.26	450.00	60.26	2,719.42	5,400.00	50.36
Lock and key service	-	166.66	(166.66)	394.03	2,000.00	19.70
Airfield radios/service	-	41.66	(41.66)	-	500.00	-
Vehicle service/repair	15.00	83.33	(68.33)	303.34	1,000.00	30.33
Part-time help	1,485.00	2,500.00	(1,015.00)	12,690.00	30,000.00	42.30
Equipment service/repair	406.71	833.33	(426.62)	1,780.67	10,000.00	17.81
Airfield maintenance	1,413.91	416.66	997.25	4,511.61	5,000.00	90.23
Fence repair	-	333.33	(333.33)	2,716.30	4,000.00	67.91
Asphalt repair	-	166.66	(166.66)	-	2,000.00	-
Utilities	3,827.64	3,791.66	35.98	20,154.19	45,500.00	44.29
Chemicals and paint	-	250.00	(250.00)	90.11	3,000.00	3.00
Hardware and supplies	-	41.66	(41.66)	51.46	500.00	10.29
Gasoline and diesel fuel	395.66	708.33	(312.67)	5,382.24	8,500.00	63.32
Tire service	-	166.66	(166.66)	1,241.07	2,000.00	62.05
HVAC service and repair	1,863.00	1,840.08	22.92	10,903.00	22,081.00	49.38
Airport lighting	37.50	250.00	(212.50)	37.50	3,000.00	1.25
Pest control	-	41.66	(41.66)	190.00	500.00	38.00
Landscaping	3,729.00	4,166.66	(437.66)	22,374.00	50,000.00	44.75
Cleaning services	1,650.00	625.00	1,025.00	4,400.00	7,500.00	58.67
Janitorial supplies	-	41.66	(41.66)	19.92	500.00	3.98
Tree and snow removal	-	833.33	(833.33)	2,325.00	10,000.00	23.25
Building maintenance	340.25	625.00	(284.75)	9,995.35	7,500.00	133.27
Misc maintenance expenses	246.07	541.66	(295.59)	3,115.36	6,500.00	47.93
Total Maintenance Expenses	31,147.80	33,735.95	(2,588.15)	206,723.13	417,354.00	49.53
Operating Income (Loss)	46,578.75	24,682.41	21,896.34	192,253.70	229,367.00	83.82

Greenville Airport Commission
Schedule of Revenue and Expenses vs. Budget

	One Month Ended December 31, 2022 Actual	One Month Ended December 31, 2022 Budget	Over (Under) Budget	Six Months Ended December 31, 2022 Actual	Twelve Months Ended June 30, 2023 Budget	Percent
Capital Improvements						
Misc capital improvements	\$ 38.16	\$ 41,666.66	\$ (41,628.50)	\$ 10,036.59	\$ 500,000.00	2.01
Administrative vehicle	-	-	-	44,571.00	45,000.00	99.05
Stormwater fees	-	-	-	75.00	36,000.00	0.21
Park expenses	3,941.63	4,166.66	(225.03)	17,784.78	50,000.00	35.57
AIP Project #028-2019	1,311.23	1,500.00	(188.77)	1,311.23	18,000.00	7.28
AIP Project #029-2019	-	(1,538.42)	1,538.42	-	(18,461.00)	-
SCAC 21-017 West Ramp Rehab	640.00	14,400.08	(13,760.08)	160,580.21	172,801.00	92.93
SCAC 22-004 GMU Airport sign	-	924.83	(924.83)	6,128.67	11,098.00	55.22
Total Capital Improvements	<u>5,931.02</u>	<u>61,119.81</u>	<u>(55,188.79)</u>	<u>240,487.48</u>	<u>814,438.00</u>	<u>29.53</u>
Net Income (Loss)	<u>\$ 40,647.73</u>	<u>\$ (36,437.40)</u>	<u>\$ 77,085.13</u>	<u>\$ (48,233.78)</u>	<u>\$ (585,071.00)</u>	<u>8.24</u>