ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

December 6, 2021

General:

1. **Chairman's Remarks**
2. **Approval of Minutes**

   Regular Meeting – November 8, 2021
3. **Communications and Report of Chief Executive Officer**

Reports:

4. **Chief Financial Officer**
5. **Project Development**
6. **Counsel**
7. **Concessions/Ambassador Program**
8. **Public Affairs**
9. **Business & Economic Development**

Action Items:

10. **Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments**

    10.1 Approval of expenditure in the amount of $847,849 and approximately $45,000 for insurance policy premiums and insurance broker services, respectively ($892,849 total).

    10.2 Purchase Order: Contract No. 21-1094: Filtered Sand to Holliston Sand Company

10.3 Service Contract No. SC-915: Floor Maintenance with NYSID – Rehabilitation Support Services (RSS).

10.4 Extension of Contract No. 409-F with Airport Rates and Charges Consultant January 1, 2022 through December 31, 2022 at the attached fee schedule.

10.5 Negotiations Professional Services Contract: Contract No. S-21-1101 Design Services for Pavement Condition Index (PCI) report with McFarland Johnson

11. Authorization of Change Orders

11.1 Construction Contract: Authorization to Award Change Order No. 1 to Contract S-20-1075FP Terminal Fire Alarm Replacement to Hewitt & Young Electric

12. Authorization of Federal and State Grants - None

13. Informational Only

14. Adoption of Budget 2022 in the amount of $68,008,794 and authorization to transfer $197,386 from the Authority to the Albany County Airport Authority OPEB Trust.

15. Review and approval of the Authority's PROCUREMENT CONTRACT GUIDELINES, OPERATIVE POLICY, PETTY CASH ACCOUNTS AND INSTRUCTIONS (Procurement Guidelines) adopted December 14, 2015 and last reviewed December 16, 2020.

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters

AGENDA ITEM NO. 1

Chairman's Remarks

AGENDA ITEM NO. 2

Approval of Minutes

Minutes of the Regular Meeting of the Albany County Airport Authority

November 8, 2021

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, November 8, 2021 @ 11:30 a.m. in the 3rd Floor Conference Room of the main terminal located at the Albany International Airport by Chairman Samuel A. Fresina with the following present:

MEMBERS PRESENT	**MEMBERS ABSENT**
Samuel A. Fresina	
Kevin R. Hicks	
Lyon M. Greenberg, M.D.	
Steven H. Heider	
Thomas A. Nardarcci	
Sari M. O'Connor	
John-Raphael Pichardo	

STAFF

Philip F. Calderone, Esq.
Christine C. Quinn, Authority Counsel
Michael F. Zonsius
Doug Myers
Matthew J. Cannon
John LaClair
Liz Charland
Steve Iachetta
Helen Chadderdon
Margaret Herrmann

ATTENDEES

Fred Acunto, Airport Manager, AvPorts
John DelBalso, Assistant Airport Manager, AvPorts
Ray Casey, Airport Consultant
Fire Chief Dave Cook, AvPorts
Dennis Feeney, Majority Leader
Dave Dague, Principal, Arthur D. Little Global

General:

1. **Chairman's Remarks**

2. **Approval of Minutes**

Ms. O'Connor moved to approve the minutes of the September 13, 2021 meeting.

The motion was adopted unanimously.

Management Reports:

3. Communications and Report of Chief Executive Officer

Mr. Calderone presented the Communications and Report of the Chief Executive Officer for the month of November 2021.

4. Chief Financial Officer

5.1 Statistical and Financial Performance
5.2 Comparison of Enplanements
5.3 Summary of Airline Scheduled Flights and Markets
5.4 USDOT Arrival and Departure Statistics

5. Project Development

Mr. Iachetta presented the Project Development report for the month of November 2021.

6. Counsel

Ms. Quinn presented Counsel's report for the month of November 2021.

7. Concessions/Ambassador Program

Ms. Chadderdon presented the Concessions/Ambassador Status Report for the month of November 2021.

8. Public Affairs

Mr. Myers presented the Public Affairs Report for the month of November 2021.

9. Business & Economic Development

Mr. Cannon introduced Doug Bañez, Founder and Managing Director of Hubpoint Strategic Advisors, LLC, and Mr. Bañez presented an Air Cargo Assessment of the Albany International Airport.

Action Items:

10. Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments

10.1 Professional Service Contract: 3-Year Contract Extension: Amendment No. 6 to Professional Services Contract No. S371:

Passenger Information Services with the Albany County Convention & Visitors Bureau.

Ms. Quinn recommended authorization for a three-year extension of the current contract with the Albany County Convention and Visitors Bureau, Inc. (ACCVB) for the continued operation of the Airport's Information Desk. She advised the extended term will be for calendar years 2022-2024 and the fee to the ACCVB for year 2022 shall be $121,210 and will be increased each year by an amount not to exceed 2% to be mutually agreed.

Ms. O'Connor moved to authorize a three-year extension of the current contract with the Albany County Convention and Visitors Bureau, Inc. (ACCVB) for the continued operation of the Airport's Information Desk for calendar years 2022-2024 and the fee to the ACCVB for year 2022 shall be $121,210 and will be increased each year by an amount not to exceed 2% to be mutually agreed. The motion was adopted unanimously.

10.2 Issue Purchase Order for Purchase of a new LED High Mast Lights for the Terminal (material purchase only)

Mr LaClair recommended authorization to purchase a new LED High Mast 105 lights (materials only) for the Terminal and Air Cargo aprons in the amount of $188,532.65. The existing low pressure sodium lights have been in place since the Terminal was built and have degraded in their ability to adequately illuminate the Terminal and Air Cargo aprons where the aircrafts are loaded, fueled and parked. He advised the diminished ability to light the area presents a hazard to passengers, airline personnel and Airport Building and Airfield maintenance staff especially during rain or snow events. The new LED lights have been specifically designed for the Airports use and will provide the proper lighting. Additionally since they are LED replacing 105 lights will greatly reduce the electrical demands for the Airport. This purchase will be 100% airport funded.

Mr. Hicks moved to authorize the purchase of a new LED High Mast 105 lights (materials only) for the Terminal and Air Cargo aprons in the amount of $188,832.65 and 100% Airport funded. The motion was adopted unanimously.

10.3 Negotiations - Contract S-21-1100 for Authorization to negotiate with Collier Engineering for design services for Runway 10-28 Rehabilitation

Mr. LaClair recommended authorization to negotiate for Professional Services Contract S-21-1100 Design Services for the proposed Runway 10-28 Rehabilitation. He advised the RFQ evaluation committee met and the recommendation for award is the design firm of Collier Engineering.

Subsequent contract award is contingent upon Board approval of the negotiated fee established following grant guidelines.

Mr. Pichardo moved to authorize fee negotiations of Contract No. S-21-1100 Runway 10-28 Rehabilitation. The motion was adopted unanimously.

10.4 Service Contract No. SC-21-1097: Security Systems Repairs

Mr. LaClair recommended authorization to award Service Contract No. SC-21-1097 for Security Systems Repairs in the estimated contract amount of $35,000 for 1 year with four one-year options to renew to Convergint Technologies. He advise the Authority issued a request for proposals for Security Repair Services on an as needed basis for repairs to access control systems and surveillance cameras and recording systems at the Airport.

Mr. Heider moved to authorize the award of Service Contract No. SC-21-1097 for Security Systems Repairs in the estimated contract amount of $35,000 for 1 year with four one-year options to renew to Convergint Technologies. The motion was adopted unanimously.

10.5 Service Contract: General Construction SC-21-1096: General Construction Services

Mr. LaClair recommended authorization to approve Contact No. SC-21-1096 to:

Sam Greco Construction Inc. 801 Smith Blvd. Port of Albany Albany, NY 12202	Duncan & Cahill, Inc. 11 Oakwood Avenue Troy, NY 12180	Rosch Brothers, Inc. 424 Old Niskayuna Rd. Latham, NY 12110

Mr. LaClair advised the work will be assigned to the three contractors listed above based upon the quality of the work previously performed and on a rotation as needed. He also advised the Airport relies upon the services of a general construction contractor on an as needed basis. The three contractors will enter into a service contract for a one-year term with four one-year options to renew. Mr. LaClair advised the annual contract amount is estimated at $90,000 and there is no fixed total amount. This contact is 100% airport funded.

Mr. Hicks moved to approve Service Contracts for Contact No. SC-21-1096 for a one-year term with four one-year options to renew with the following companies for an annual contract estimate of $90,000 with no fixed amount:

Sam Greco Construction Inc. 801 Smith Blvd. Port of Albany Albany, NY 12202	Duncan & Cahill, Inc. 11 Oakwood Avenue Troy, NY 12180	Rosch Brothers, Inc. 424 Old Niskayuna Rd. Latham, NY 12110

The motion was adopted unanimously.

10.6 Lease Amendment No. 7 to Contract No. L-637 with Prescott Holdings, Inc.

Mr. Casey recommended authorization to approved Amendment No. 7 to Contract No. L-637 with Prescott Holdings, Inc. He advised as background information that Contract Lease No. L-637 for Building Nos. 202 and 203 was negotiated with Integra Optics owner David Prescott who also personally guaranteed the lease payments to the Authority. In the last 18 months, Mr. Prescott sold Integra Optics to a California firm which decided to relocate its operations to privately owned space in Guilderland. Through his separate firm, Prescott Holdings, Inc., Prescott will assume sole Tenant responsibility for this lease. Amendment No. 7 transfers Tenant responsibility to Prescott Holdings and the personal guarantee of payment by Mr. Prescott will continue for the renewal term of the lease (until December 31, 2026, with two additional 5 year renewals available if requested).

As part of the negotiation to repurpose Building No. 203 from an assembly manufacturing facility to aeronautical use, the Authority and the Tenant have agreed that a number of capital improvements are required. The estimated cost of these improvements over the next year approximates $500,000 and the Authority has agreed to reimburse the Tenant for the first $300,000 of Certified Tenant Improvement Expenditures (subject to the ACAA Tenant and Design Handbook). Completion of the Building No. 203 improvements will increase the value and usefulness of this hangar and office building while meeting the changed Tenant requirements. As is standard practice of the Authority, Lease No. 7 requires that all contract work is to be completed with prevailing wages.

The monthly lease payment payable to the Authority is $16,998.65 in 2021; that amount will be adjusted annually by the increase in the appropriate CPI index per paragraph #3 of the existing lease. The first adjustment will take place on January 1, 2022.

Dr. Greenberg moved to approve Lease Amendment No. 7 to Lease No. L-637 with Prescott Holdings, Inc. in the amount of $16,998.65 in 2021 with that amount adjusted annually by the increase in the appropriate CPI index per paragraph #3 of the existing lease. The first adjustment will take place on January 1, 2022. The motion was adopted unanimously.

10.7 Professional Services Contract No. S-21-1082 - Phase 1 Concept Renderings, Grant Assistance with CHA Companies, Inc.

Mr. Cannon recommended authorization to approve the payment of $207,330 to CHA Companies, Inc. for Phase 1 of the professional services related to the terminal expansion project. He advised Phase 1 consists of Renderings, Architectural Concept Design and related grant assistance and is 100% airport funded.

Mr. Nardacci moved to approve the payment of $207,330 to CHA Companies, Inc. for Phase 1 of the professional services related to the terminal expansion project which is 100% airport funded. The motion was adopted unanimously.

10.8 Contract: Professional Services Contract No. S-21-1076 Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC

Mr. Cannon recommended authorization to approve Professional Service Contract No. S-21-1076 for the Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC for a base contract amount of $120,000. He advised an RFQ for Air Cargo Assessment was released on March 5, 2021 and the Authority received one response (Hubpoint Strategic Advisors, LLC) which was acknowledged March 15, 2021.

Mr. Hicks moved to approve Contract No. S-21-1076 for the Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC for a base contract amount of $120,000. The motion was adopted unanimously.

11. Authorization of Change Orders - None

12. Authorization of Federal and State Grants - None

13. Informational Only - None

Old Business: **None**

New Business: **None**

Executive Session: **None**

Mr. Hicks made a motion to go into Executive Session to discuss one personnel matter. The motion was adopted unanimously.

There being no action taken on the Executive Session item and there being no further business, the meeting was adjourned at 1:05 p.m.

ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

REGULAR MEETING

AGENDA

November 8, 2021

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3. **Chairman's Remarks**

4. **Approval of Minutes**

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5. **Project Development**

6. **Counsel**

7. **Concessions/Ambassador Program**

8. **Public Affairs**

9. **Business & Economic Development**

Action Items:

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Passenger Information Services with the Albany County Convention & Visitors Bureau

10.2 Issue Purchase Order for Purchase of a new LED High Mast Lights for the Terminal (material purchase only)

10.3 Contract S-21-1100 for Authorization to negotiate with Collier Engineering for design and CA for Runway 10-28 Rehabilitation

10.4 Service Contract No. SC-21-1097: Security Systems Repairs

10.5 General Construction SC-21-1096

10.6 Lease Amendment No. 7 to Contract No. L-637 with Prescott Holdings, Inc.

10.7 Professional Services Contract No. S-21-1082 - Phase 1 Concept Renderings, Grant Assistance with CHA Companies, Inc.

10.8 Contract: Professional Services Contract No. S-21-1076 Air Cargo Development Phase 2 with Hubpoint Strategic Advisors, LLC

11. Authorization of Change Orders - None

12. Authorization of Federal and State Grants - None

13. Informational Only

Old Business:

New Business:

Executive Session - Attorney-Client Privilege Matters

AGENDA ITEM NO. 3

Communications and

Report of Chief Executive Officer

pc

MEMO: **December 6, 2021**

TO: **Albany County Airport Authority Board Members**

FROM: **Philip F. Calderone, Esq., Chief Executive Officer**

- **COVID Impact on Operations, Enplanements and Finances**
- **Proposed New Expansion Projects/Masterplan Update**
- **Collaborations & Partnerships Update**
- **Air Service Development**

AGENDA ITEM NO. 4

Financials



ALBANY
INTERNATIONAL AIRPORT

Monthly Financial Report

October 2021

(dated November 19, 2021)

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Schedule of Scheduled Passenger Airline Services 14

November 19, 2021

ACAA Members
Philip F. Calderone, Esq.

INTRODUCTION

The monthly highs and lows in brief are as follows:

- ↑ Enplanements continue to increase;
- ↑ Month Airport operating profit $1,177,136;
- ↑ Month FBO operating profit: $222,281;

Enplanement, Cargo and Operations continue to trend positively from the prior year, as shown below:

	Current Year versus			
	2021 Budget	2021 Month	2021 YTD	2021 Prev. 12 Mo.
Enplanements	46.0%	224.1%	69.5%	20.6%
Cargo	12.5	(10.6)	7.0	6.6
Operations	26.5	28.1	8.6	0.7

	Month	
	Aug20	Aug21
Destination Airports	13	15
Scheduled Monthly Flight	937	1,165
Average Daily Flights	30.2	37.9
Pax Lift (Pax Seats)	103,399	123,051
Enplanements	29,022	115,469

FINANCIAL INFORMATION

Cash Position – Unrestricted (Operating)

The Airport continues to maintain a strong cash position. The Statements of Net Position provided on Page 4 reports unrestricted cash of $22,405,764 and equates to approximately 8.21 months of operating reserves (Notes to Financial Statements #2, Page 8), this is a nominal change from the prior month.

Cash Position – Restricted

Restricted cash available for capital purposes is as follows:

Projects	$ 5,607,222
Projects – PFC	9,436,977
Projects – Other	1,352,475
	$16,396,674

Accounts Receivable

The Accounts Receivable balance is approximately 19.2 of average day total operating revenues.

Equity – YTD Earnings

The Summary of Revenues, Expenses and Net results is provided on Page 4. The Airport recorded a change in net positon for the month and year-to-date shown as follows:

	Month	**YTD**
Airport Operating	$1,177,136	$ 6,635,644
FBO Profit	222,281	1,257,851
	1,399,417	7,893,495
Other Rev/Exp (d.ser.)	(185,627)	(214,447)
Capital Contributions	868,376	5,671,450
Airline Incnt. Payts.	(-)	(126,162)
	682,749	5,330,841
	$2,082,166	**$13,244,336**

Operating Revenues

The 2021 Operating Revenues do not include the following annual adjustments (generally reductions in revenue) that are recorded at each year-end:

1. Airline Settlement - Landing, Terminal, Apron, Passenger Boarding Bridge; and,
2. Revenue Sharing (if any).

Monthly and YTD 2021 operating revenues differences from the prior year are shown below:

	Month	YTD
Airline Revenue	$ 207,245	$ 362,994
Non-Airline Revenue		
Parking Revenue	762,768	1,703,764
Rental Cars	439,950	2,144,604
Food & Beverage	3,268	66,053
Retail	61,012	317,140
Other	94,943	197,495
Non-Airline Revenue	1,361,941	4,429,056
	$1,569,186	$4,792,050

Airport Operating Expenses

Monthly operating expenses were approximately $2,325K and $2,146K for 2021 and 2020, respectively. YTD operating expenses were $21,067K and $22,275K for 2021 and 2020, respectively.

AIRPORT OPERATING BUDGET

Monthly operating revenues were favorable by approximately $766K, again, due in large part to the increase rental car revenues, food & beverage and retail sales. Monthly operating expenses compared to budget were favorable by approximately $27K.

YTD operating revenues were favorable by approximately $345K, due in large part to the decrease in parking revenue in the first three months of the year. YTD operating expense were favorable by approximately $3,522K.

Please see Budget vs. Actual High/Low by Category Report for further details. High/Low by Category Report does not reconcile with the Summary of Revenues, Expenses and Net Results as some accounts need to be reflected in former.

MILLION AIR FBO OPERATIONS

Revenues derived from the sale of JetA and AvGas fuels is the largest contributor of FBO revenue. Below are the fuel sold in gallons for both JetA and AvGas:

	Current Year versus			
	2021 Budget	2020 Month	2020 YTD	2020 Prev. 12 Mo.
JetA (gals)	64.6%	52.6%	44.6%	34.2%
AvGas (gals)	11.4	(3.5)	(21.0)	(18.7)

FBO Summary of Revenues, Expenses and Net results are shown on Page 7.

The FBO had operating profits of $222,281 and $1,257,851, for the month and year-to-date, respectively

PASSENGER AIRLINE SCHEDULES

Weekly Passenger Airline schedule flight changes over the past months are as follows:

		Begin	+	-	End
Mar20	(week #13-20)				354
Apr20	(week #17)				313
May20	(week #22)				98
Jun20	(week #26)	98	12	(185)	140
July20	(week #30)	140	50	(7)	183
Aug20	(week #34)	183	40	(2)	221
Sep20	(week #39)	221	4	(78)	147
Oct20	(week #44)	147	26	(5)	168
Nov20	(week #49)	168	32	(27)	173
Dec20	(week #53)	173	16	(17)	172
Jan21	(week #03-21)	172	-	(30)	142
Feb21	(week #08-21)	131	12	(1)	142
Mar21	(week #12-21)	142	24	(8)	158
Apr21	(week #16-21)	158	43	(9)	192
May21	(week #21-21)	192	74	(3)	263
Jun21	(week #21-25)	263	21	(44)	240
Jul21	(week #21-29)	240	14	(5)	249
Aug21	(week #21-34)	249	24	(2)	271
Sep21	(week #21-38)	271	13	(18)	266
Oct21	(week #21-42)	266	19	(18)	267
Nov21	(week#21-46)	267	22	(34)	255
Dec21	(week$21-50)	255	7	(19)	243

PROJECTIONS

2021 and 2022 enplanement projections are as follows:

	2021	2022
Jan 2021	740,000	1,200,000
Feb 2021	650,000	1,200,000
Mar 2021	650,000	1,200,000
Apr 2021	792,300	1,200,000
May 2021 (June 25)	860,000	1,200,000
Jun 2021 (Jul 22)	900,000	1,200,000
Jul 2021 (Aug26)	940,000	1,200,000
Aug 2021 (Sep24)	940,000	1,200,000
Sep 2021 (Oct22)	998,000	1,200,000
Oct 2021 (Nov19)	980,000	1,200,000

BOND RATINGS

Apr21	Moody's	A3	Stable
Mar20	S&P Global Ratings	A-	Negative
Apr21	S&P Global Ratings	A-	Stable
	Fitch	Not Rated	

COMPARISON WITH NATIONAL

Comparison of enplanement and cargo levels with the North American (NAM) amounts as provided by ACI-NA are as follows:

Enplanements

	Month YOY%		YTD YOY%		12YE YOY%	
	NAM	ALB	NAM	ALB	NAM	ALB
Jun20	(78.1)	(77.0)	(53.7)	(54.2)	(24.8)	(25.3)
Jul20	(69.9)	(78.4)	(56.3)	(58.2)	(31.6)	(33.1)
Aug20	(66.7)	(80.0)	(57.7)	(61.2)	(37.8)	(41.0)
Sep20	(63.0)	(76.5)	(58.3)	(62.8)	(43.1)	(47.3)
Oct20	(60.7)	(74.2)	(58.6)	(64.0)	(48.6)	(54.1)
Nov20	(60.2)	(75.3)	(58.7)	(65.0)	(53.4)	(59.9)
Dec20	(61.4)	(75.0)	(58.9)	(65.8)	(58.9)	(65.8)
Jan21	(61.1)	(75.9)	(61.1)	(75.9)	(63.6)	(71.7)
Feb21	(61.2)	(73.0)	(61.2)	(75.3)	(68.3)	(77.2)
Mar21	7.4	(20.9)	(45.8)	(63.5)	(66.5)	(77.1)
Apr21	*	*	(20.6)	(41.5)	(58.0)	(70.2)
May21	*	*	5.2	(18.4)	(47.7)	(62.0)
Jun21	*	*	27.6	0.6	(36.0)	(53.3)
Jul21	*	*	44.7	23.1	(22.3)	(39.9)
Aug21	*	*	55.2	43.1	(7.5)	(22.3)
Sep21	*	*		56.7		(4.6)
Oct21	*	*		69.5		20.6

* Percentage reflects a meaningless amount due to the reduced number of enplanements in April 2020.

Cargo

	NAM	ALB	NAM	ALB	NAM	ALB
Jun20	11.7	11.8	2.2	8.7	1.1	10.0
Jul20	12.7	15.1	3.5	9.7	1.6	10.8
Aug20	1.5	1.8	3.3	8.6	1.8	10.7
Sept20	16.0	23.1	4.7	10.2	3.7	12.5
Oct20	10.0	9.8	5.3	10.1	4.5	12.6
Nov20	10.1	5.6	5.7	10.0	5.6	12.7
Dec20	15.5	4.0	6.5	9.2	6.5	9.2
Jan21	14.9	11.7	14.9	11.7	8.2	9.3
Feb21	4.0	11.5	9.9	11.6	8.4	8.4
Mar21	16.2	24.9	12.6	16.2	10.1	10.1
Apr21*	16.2	34.7	13.5	21.0	11.1	12.4
May21	5.2	12.3	11.7	19.0	11.5	13.2
Jun21	2.3	2.6	9.7	15.9	10.5	12.4
Jul21	(0.8)	1.9	8.2	13.6	9.5	11.2
Aug21	4.4	(1.3)	7.5	11.6	9.4	10.9
Sep21		(6.6)		9.3		8.5
Oct21		(10.6)		7.0		6.6

* adjusted

Albany County Airport Authority
Statements of Net Position

	Unaudited October 31, 2020	Unaudited October 31, 2021
ASSETS		
CURRENT ASSETS		
Unrestricted Assets		
Cash and cash equivalents	$ 20,214,610	$ 22,405,764
Accounts receivable - net	582,064	2,406,579
Prepaid Expenses	489,507	478,680
Total Unrestricted Assets	21,286,181	25,291,023
Restricted Assets		
Operating and Renewal Reserves	7,103,039	7,106,761
CFC Funds	448,701	449,541
Capital Funds	1,869,845	5,607,222
PFC Funds	12,511,336	9,436,977
Revenue Bond Funds	14,012,069	13,903,966
Revenue Bonds in Escrow	44,825,991	--
FAA Restricted Funds	203,456	203,837
Concession Improvement Funds	697,791	699,097
Total Restricted Assets	81,672,228	37,407,401
Total Current Assets	102,958,409	62,698,424
NON-CURRENT ASSETS		
Bond Insurance Premiums	206,826	--
Capital Assets	299,517,747	289,281,925
Prepaid Expenses	225,103	225,103
Total Non-Current Assets	299,949,676	289,507,028
Total Assets	402,908,085	352,205,452
DEFERRED OUTFLOWS OF RESOURCES		
Refunding	2,145,790	1,802,374
OPEB Expenses	621,658	504,922
Pension Expenses	541,970	1,046,330
Total Deferred Outflows of Resources	3,309,418	3,353,626
TOTAL ASSETS AND DEFERRED OUTFLOWS	406,217,503	355,559,078
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Payable from Unrestriced Assets	2,190,397	1,771,058
Payable from Restricted Assets	17,203,577	13,726,252
Total Current Liabilities	19,393,974	15,497,310
NON-CURRENT LIABILITIES		
Bonds and other debt obligations	128,767,110	77,033,440
Net OPEB liability	7,803,066	5,920,994
Net pension liability - proportionate share	533,487	1,308,951
Total Non-Current Liabilities	137,103,663	84,263,385
Total Liabilities	156,497,637	99,760,695
DEFERRED INFLOWS OF RESOURCES		
Concession Improvement Funds	636,490	694,411
OPEB expenses	48,217	1,552,848
Pension expenses	119,207	44,658
Total Deferred Inflows of Resources	803,914	2,291,917
NET POSITION		
Invested in Capital Assets, net of Related Debt	160,120,043	208,939,845
Restricted	76,754,069	28,093,065
Unrestricted	12,041,840	16,473,556
Net Position	248,915,952	253,506,466
TOTAL LIABILITES, DEFERRED INFLOWS AND NET POSITION	$ 406,217,503	$ 355,559,078

Albany County Airport Authority
2021 Summary of Revenues, Expenses and Net Results
For the ten months ended October 31, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
AIRPORT						
OPERATING REVENUES						
Airline	$ 1,023,709	$ 894,099	$ 1,101,344	$ 10,237,087	$ 9,511,754	$ 9,874,748
Non-Airline	1,711,938	1,039,008	2,400,949	17,119,379	13,398,603	17,827,659
Total Revenues	2,735,647	1,933,107	3,502,293	27,356,466	22,910,357	27,702,407
OPERATING EXPENSES						
Personal Services	809,192	794,564	779,112	8,091,924	7,433,757	7,400,089
Employee Benefits	435,396	389,682	378,950	4,353,964	4,093,073	3,917,754
Utilities & Communications	161,782	109,222	91,408	1,695,821	1,439,281	1,457,943
Purchased Services	330,815	198,504	285,969	4,145,767	4,192,531	3,806,740
Material & Supplies	358,490	401,547	480,166	3,706,601	3,866,289	2,904,014
Office	59,866	28,346	31,285	598,661	563,139	403,358
Administration	59,641	19,810	84,142	634,412	374,500	579,069
Non-Capital Equipment	136,208	204,343	194,125	1,362,083	312,246	597,796
Total Expenses	2,351,390	2,146,018	2,325,157	24,589,233	22,274,816	21,066,763
AIRPORT OPERATING RESULTS	384,257	(212,911)	1,177,136	2,767,233	635,541	6,635,644
FBO OPERATING RESULTS	21,033	50,139	222,281	483,796	573,268	1,257,851
TOTAL OPERATING RESULTS	405,290	(162,772)	1,399,417	3,251,029	1,208,809	7,893,495
OTHER REVENUES (EXPENSES)						
Interest Earnings	58,408	11,451	4,183	584,077	290,162	58,239
Passenger Facility Charges	303,214	345,076	303,214	3,032,140	3,450,760	3,032,140
ACAA Debt Service	(844,234)	(1,120,956)	(844,234)	(8,442,340)	(11,069,117)	(8,442,340)
Line of Credit Interest	-	-	-	-	(52,852)	-
Insurance Recoveries	-	-	-	-	-	53,128
Customer Facilty Charges Income	-	-	-	-	50	-
Grant Income	428,067	577,911	320,510	4,280,667	7,391,838	4,777,386
Improvement Charges	30,700	30,700	30,700	307,000	307,000	307,000
Total Other Revenues(Expenses)	(23,845)	(155,818)	(185,627)	(238,456)	317,841	(214,447)
INCOME/(LOSS) BEFORE CAPITAL CONTRIBUTIONS	**381,445**	**(318,590)**	**1,213,790**	**3,012,573**	**1,526,650**	**7,679,048**
AIRLINE INCENTIVES	(33,333)	(74,214)	-	(333,333)	(550,569)	(126,162)
CAPITAL CONTRIBUTIONS		-	868,376		7,350,130	5,671,450
INCREASE (DECREASE) IN NET POSITION		$ (392,804)	$ 2,082,166		8,326,211	13,224,336
NET POSITION, BEGINNING OF PERIOD					240,589,741	240,282,130
NET POSITION, END OF PERIOD					$ 248,915,952	$ 253,506,466
RECONCIATION TO AIRLINE FUNDS REMAINING:						
NET RESULTS BEFORE RESERVES	381,445	(318,590)	1,213,790	3,012,573	1,526,650	7,679,048
Less: Capital Improvements	(275,000)	(275,956)	(275,000)	(2,750,000)	(2,759,560)	(2,750,000)
Less: Reserve Requirements	23,409	(10,473)	23,409	234,087	(104,730)	234,087
NET RESULTS	129,854	(605,019)	962,199	496,660	(1,337,640)	5,163,135
Revenue Sharing:						
Transfer to/from Airlines (50%)	64,927	(302,510)	481,099	248,330	(668,820)	2,581,567
Authority Share (50%)	64,927	(302,510)	481,099	248,330	(668,820)	2,581,567
Less: Airline Incentives	(33,333)	(74,214)	-	(333,333)	(550,569)	(126,162)
Net Authority Share	$ 31,594	$ (376,724)	$ 481,099	$ (85,003)	$ (1,219,389)	$ 2,455,405

Albany County Airport Authority
Operating Revenues
For the ten months ended October 31, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
AIRLINE REVENUES						
COMMERCIAL						
Landing Fees-Signatory	$ 367,755	$ 189,889	$ 484,551	$ 3,677,548	$ 2,432,094	$ 3,532,082
Landing Fees-Non Signatory	18,990	0	0	189,903	0	14,090
Airline Apron Fees	63,186	61,107	66,296	631,858	644,148	662,963
Glycol Disposal Fee	30,025	14,567	3,524	300,254	183,663	164,770
CARGO						
Landing Fees-Signatory	53,171	44,809	54,347	531,715	414,571	558,339
Landing Fees-Non Signatory	5,179	0	3,833	51,791	0	39,346
TERMINAL						
Loading Bridges	44,841	59,592	44,841	448,408	595,921	448,409
Space Rental	440,561	524,136	443,951	4,405,610	5,241,357	4,450,430
Non-Signatory Per Turn Fee	0	0	0	0	0	4,319
TOTAL AIRLINE REVENUES	1,023,709	894,099	1,101,344	10,237,087	9,511,754	9,874,748
NON-AIRLINE REVENUES						
AIRFIELD						
Tenant Maintenance	2,500	2,407	(4,626)	25,000	27,517	37,405
Total Airfield	2,500	2,407	(4,626)	25,000	27,517	37,405
TERMINAL						
Utility Reimbursement	2,000	1,697	2,175	20,000	20,592	20,783
Tenant Maintenance	1,713	0	0	17,133	25,568	0
Space Rent - Non Airline	61,407	60,955	64,223	614,065	610,154	676,207
Food & Beverage	37,600	21,517	147,900	376,000	370,251	682,421
Retail	33,683	34,334	95,346	336,833	332,019	649,159
Advertising	12,500	25,000	0	125,000	220,299	136,249
Payphones	0	0	0	0	194	0
ATM	2,515	2,613	1,450	25,150	26,420	21,590
Operating Permits	21,150	18,560	0	211,500	162,680	179,680
Vending Machines	1,746	1,139	2,283	17,461	15,309	15,842
Baggage Cart Rentals	735	249	1,291	7,353	5,475	9,863
Total Terminal	175,049	166,064	314,669	1,750,495	1,788,962	2,391,795
GROUND TRANSPORTATION						
Parking	851,246	248,750	1,011,519	8,512,460	5,059,687	6,763,451
Rental Cars	249,883	217,619	657,569	2,498,833	2,172,420	4,317,024
Access Fees	16,597	511	1,908	165,969	105,424	88,088
TNCs	14,583	7,353	20,649	145,833	115,757	129,646
Garage Space Rent	8,376	8,123	8,190	83,762	79,217	82,270
Total Ground Transportation	1,140,686	482,357	1,699,835	11,406,857	7,532,505	11,380,479
OTHER AIRPORT						
Telephone System - Tenants	4,334	4,752	4,500	43,340	52,155	36,018
Building Rental	9,377	7,338	11,357	93,769	99,889	81,922
Control Tower Rental	55,481	55,481	55,481	554,813	554,813	554,813
Air Cargo Facility	36,110	39,118	41,770	361,097	419,369	367,665
State Executive Hangar	103,924	103,924	103,924	1,039,236	1,039,236	1,039,236
T Hangars	10,102	10,102	10,451	101,024	108,108	105,850
Tie Downs	241	241	245	2,409	2,409	2,446
AV Gas Fuel Sales	4,213	4,148	3,863	42,130	38,557	47,722
Industrial Park	49,602	38,981	49,144	496,023	469,084	486,268
Land Rental	27,528	27,380	42,475	275,280	270,385	311,811
Eclipse Hangar	28,911	28,290	25,141	289,105	279,255	251,413
Hangar Rental	38,037	43,879	27,068	380,366	440,165	440,484
Internet and Cable Access	552	885	885	5,517	6,105	5,850
Fingerprinting	2,000	2,574	3,802	20,000	18,808	27,491
Tenant Maintenance	83	0	0	833	0	0
Purchasing Proposals	83	0	0	833	170	40
Ebay/Scrap/Equipment Sales	417	3,095	0	4,167	8,081	14,198
Utility Reimbursement	13,000	9,800	8,493	130,000	128,063	141,130
Reimb of Property Taxes	3,042	0	0	30,417	39,574	25,920
Other	6,667	8,192	2,474	66,667	75,394	77,703
Total Other Airport	393,703	388,179	391,071	3,937,026	4,049,619	4,017,980
TOTAL NON AIRLINE REVENUES	1,711,938	1,039,008	2,400,949	17,119,379	13,398,603	17,827,659
TOTAL REVENUES	$ 2,735,647	$ 1,933,107	$ 3,502,293	$ 27,356,465	$ 22,910,357	$ 27,702,407

Albany County Airport Authority
FBO Results
For the ten months ended October 31, 2021

	Current Month			Year to Date		
	2021 Budget	2020 Actual	2021 Actual	2021 Budget	2020 Actual	2021 Actual
OPERATING REVENUES						
Retail Fuel						
Jet A Fuel Sales	$ 413,333	$ 351,179	$ 699,773	$ 4,133,333	$ 2,875,678	$ 4,915,170
AvGas Fuel Sales	24,983	25,029	31,012	249,829	233,506	230,318
Commercial AvGas Fuel Sales	0	954	1,639	0	15,851	18,314
Auto & Diesel Fuel Sales	25,625	10,293	13,505	256,250	149,881	160,234
Retail Fuel Sales	463,941	387,455	745,930	4,639,412	3,274,916	5,324,036
Into Plane Fees	37,260	28,650	47,150	372,604	327,835	373,235
Fuel Farm Fees	32,170	20,974	44,830	321,697	292,534	348,306
General Aviation Landing Fees	13,458	15,157	27,589	134,576	145,634	217,993
Aircraft Parking Fees	12,336	8,581	18,873	123,362	116,773	159,305
Deicing Services	64,979	46,866	16,024	909,706	714,788	622,049
FBO Properties	27,481	28,666	27,460	274,806	329,525	293,155
FBO Services	5,629	4,401	10,453	56,287	47,554	78,437
TOTAL REVENUES	657,253	540,749	938,309	6,832,449	5,249,558	7,416,515
COST OF SALES						
Fuel Costs - Jet A	225,833	149,169	390,483	2,258,333	1,251,726	2,555,592
Fuel Discounts - Jet A	22,112	26,248	40,386	221,122	225,364	327,894
Fuel Costs - AvGas	27,510	18,351	20,869	275,100	169,633	154,961
Fuel Discounts - AvGas	370	475	465	3,696	5,085	4,233
Fuel Costs - Commercial AvGas	0	851	1,403	0	9,692	15,119
Fuel Costs - Auto & Diesel	13,861	5,960	11,574	138,611	107,524	129,016
Total Fuel Costs	289,686	201,054	465,181	2,896,862	1,769,024	3,186,815
Deicing Costs - Type I & IV	47,465	40,187	8,476	664,509	403,378	332,004
Catering, Oil & Other	375	848	0	3,750	2,320	1,081
Total Cost of Sales	337,526	242,089	473,658	3,565,121	2,174,722	3,519,900
Net Operating	319,727	298,661	464,651	3,267,328	3,074,836	3,896,614
OPERATING EXPENSES						
Personal Services						
Salaries	109,762	99,051	103,031	1,097,621	1,031,586	996,877
Overtime	16,288	8,296	17,538	162,878	86,929	143,959
Total Personal Services	126,050	107,347	120,569	1,260,500	1,118,516	1,140,835
Employee Benefits	40,761	47,098	34,993	407,607	450,056	423,232
Utilities & Communications	6,573	3,746	4,366	65,727	60,425	67,294
Purchased Services	74,781	26,974	32,634	544,397	469,086	579,958
Materials & Supplies						
Buildings	6,342	13,327	6,570	63,422	77,131	46,953
Grounds	3,167	4,868	716	31,667	18,942	8,373
Vehicles	27,138	36,186	25,956	271,375	194,217	220,905
Total Materials & Supplies	36,646	54,381	33,242	366,463	290,290	276,231
Admistrative Expenses	13,884	8,975	16,567	138,838	113,194	151,212
Non-Capital Equipment	0	0	0	0	0	0
TOTAL EXPENSES	298,694	248,522	242,371	2,783,531	2,501,568	2,638,763
FBO Net Operating Results	$ 21,033	$ 50,139	$ 222,281	$ 483,796	$ 573,268	$ 1,257,851

Albany County Airport Authority
Airport Operating Revenue (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report
For the 10 month period ending October 30/31, 2021

			Budget	Actual	Variance	Cumulative Variance
Revenues						
31	03013	Economy Parking	(1,621,596)	(1,490)	(1,620,106)	(1,620,106)
31	01011	Landing Fees - Cargo/Non-Signator	(241,694)	(53,436)	(188,258)	(1,808,364)
31	03011	Long Term Parking	(6,290,539)	(6,139,803)	(150,736)	(1,959,100)
31	01035	Glycol Disposal Fee	(300,254)	(164,770)	(135,484)	(2,094,584)
31	01010	Landing Fees - Commercial/Signatc	(4,209,263)	(4,090,422)	(118,841)	(2,213,424)
31	03024	Off-Airport Parking Facilities	(128,796)	(55,408)	(73,388)	(2,286,812)
31	01075	Eclipse Hangar Rental	(289,105)	(251,413)	(37,693)	(2,324,505)
31	02062	Operating Permits	(211,500)	(179,680)	(31,820)	(2,356,325)
31	03027	TNCs	(145,833)	(129,646)	(16,188)	(2,372,513)
31	01060	Building Rental	(93,769)	(81,922)	(11,847)	(2,384,360)
31	03300	Industrial Park	(496,023)	(486,268)	(9,754)	(2,394,114)
31	03500	Tenant Maintenance	(42,966)	(37,405)	(5,561)	(2,399,675)
31	03410	Reimbursement of Property Taxes	(30,417)	(25,920)	(4,496)	(2,404,171)
31	03014	Employee Parking	(33,975)	(30,270)	(3,705)	(2,407,876)
31	02105	Telephone - Monthly Usage	(5,000)	(1,321)	(3,679)	(2,411,555)
31	02100	Telephone - Monthly Service	(38,340)	(34,697)	(3,643)	(2,415,198)
31	02064	ATM Income	(25,150)	(21,590)	(3,561)	(2,418,759)
31	03020	Contract Taxi	(11,103)	(8,880)	(2,223)	(2,420,981)
31	03021	Limousines	(6,028)	(4,299)	(1,729)	(2,422,710)
31	02056	Vending Machine Concession	(17,461)	(15,842)	(1,619)	(2,424,329)
31	03040	Garage Space Rent	(83,762)	(82,270)	(1,492)	(2,425,820)
31	09007	Purchasing Proposals	(833)	(40)	(793)	(2,426,614)
31	03022	Hotels	(20,042)	(19,500)	(542)	(2,427,155)
31	01055	Control Tower Rental	(554,813)	(554,813)	0	(2,427,156)
31	01071	Hangar Maintenance NYS Executiv	(103,333)	(103,333)	0	(2,427,156)
31	02115	Payphones - Concessions	0		0	(2,427,156)
31	03023	Off-Airport Rental Cars	0		0	(2,427,156)
31	02012	Baggage Claim Room	(1,093,568)	(1,093,568)	0	(2,427,156)
31	02011	Rental of Boarding Bridges	(448,408)	(448,409)	0	(2,427,155)
31	03200	Tie Downs	(2,409)	(2,446)	36	(2,427,119)
31	02063	Internet & Cable Access	(5,517)	(5,850)	333	(2,426,786)
31	02025	Utility Reimbursement	(20,000)	(20,783)	783	(2,426,003)
31	02057	Baggage Cart Concession	(7,353)	(9,863)	2,510	(2,423,492)
31	03100	T-Hangar Rentals	(101,024)	(105,850)	4,826	(2,418,667)
31	03280	Fuel Sales - AV Gas	(42,130)	(47,722)	5,592	(2,413,075)
31	01065	NE Quad Cargo Facility	(361,097)	(367,665)	6,568	(2,406,507)
31	09001	Fingerprinting	(20,000)	(27,491)	7,491	(2,399,015)
31	09008	Ebay/Scrap/Equipment Sales	(4,167)	(14,198)	10,032	(2,388,984)
31	09005	Miscelleneous Income	(66,667)	(77,703)	11,036	(2,377,947)
31	03405	Utility Reimbursements	(130,000)	(141,130)	11,130	(2,366,818)
31	02054	Advertising	(125,000)	(136,249)	11,249	(2,355,568)
31	03010	Short Term Parking	(566,350)	(591,207)	24,857	(2,330,711)
31	01021	Apron Parking Fees - Commercial	(631,858)	(662,963)	31,104	(2,299,607)
31	01050	Land Rental	(275,280)	(311,811)	36,532	(2,263,075)
31	02010	Airline Space Rental	(3,312,043)	(3,356,862)	44,820	(2,218,256)
31	01070	Hangar Rental - Airline	(1,316,269)	(1,376,386)	60,117	(2,158,138)
31	02020	Non-Airline Space Rental	(614,065)	(676,207)	62,142	(2,095,996)
31	02052	Food & Beverage Concession	(376,000)	(682,421)	306,421	(1,789,575)
31	02053	Retail Concession	(336,833)	(649,159)	312,326	(1,477,249)
31	02051	Rental Car Concession	(2,498,833)	(4,317,024)	1,818,191	340,941
			(27,356,465)	(27,697,407)	340,941	
			$ (27,356,465)	**$ (27,697,407)**	**$ 340,941**	

Albany County Airport Authority
Airport Operating Expenses (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report
For the 10 month period ending October 30/31, 2021

			Budget	Actual	Variance	Cumulative Variance
Salaries Expense						
34	12020	Overtime 2.0	23,486	16,000	7,486	7,486
34	13000	Temporary Help	8,333		8,333	15,819
34	11005	Part Time/Seasaonal Salaries	171,378	105,467	65,911	81,730
34	12010	Overtime 1.5	535,680	445,929	89,751	171,481
34	11000	Salaries	7,353,047	6,832,693	520,355	691,836
			8,091,924	7,400,089	691,836	
Other Employee Expenses						
35	29000	NYS Retirement	195,473	214,328	(18,856)	(18,856)
35	25000	Uniforms & Laundry	36,417	40,064	(3,647)	(22,503)
35	24010	Employee EAP Program	808	1,419	(611)	(23,114)
35	23000	Health Insurance - AFLAC	5,416	5,632	(216)	(23,331)
35	22300	Health Insurance - Vision	5,235	5,361	(126)	(23,457)
35	22105	Other Post Employment Benefits (O	333,333	333,333	0	(23,457)
35	22200	Dental Insurance	35,930	35,754	176	(23,281)
35	24015	Smoking Cessation Class	1,000		1,000	(22,281)
35	25005	Uniform Purchases	26,930	20,398	6,532	(15,749)
35	24000	Medical Exams/Abstracts	18,000	9,925	8,075	(7,675)
35	26010	Disability Insurance	111,986	95,031	16,955	9,280
35	29001	TBI Retirement	158,545	136,954	21,592	30,872
35	21000	Social Security	577,171	546,945	30,226	61,098
35	26020	Unemployment Insurance	75,276	44,559	30,717	91,814
35	26030	Workers Compensation	423,793	296,466	127,327	219,141
35	22000	Health Insurance	2,348,652	2,131,583	217,069	436,210
			4,353,964	3,917,754	436,210	
Utilities						
36	34000	Sewer	89,250	117,458	(28,208)	(28,208)
36	36015	Telephones-Monthly Service	12,363	12,927	(564)	(28,772)
36	36018	Payphones - Monthly Usage	125	1	124	(28,648)
36	36010	Telephone Charges-Local	14,463	14,284	178	(28,470)
36	36012	Telephone - Sheriff	3,417	2,665	752	(27,718)
36	36060	Cable Television	4,787	2,544	2,243	(25,475)
36	36016	Telephones-Monthly Usage	2,500	21	2,479	(22,996)
36	36032	Internet Access	38,010	35,252	2,758	(20,237)
36	36017	Payphones Annual & Monthly Servi	10,246	17	10,228	(10,009)
36	36011	Telephone Charges-Long Distance	13,242	2,725	10,517	508
36	36030	Telephone-Cellular	54,000	41,269	12,731	13,239
36	33000	Natural Gas	209,555	189,405	20,150	33,390
36	36020	Telephone Repairs	46,281	17,213	29,068	62,458
36	35000	Water	107,958	56,110	51,848	114,306
36	31000	Electric	1,089,625	963,489	126,136	240,442
			1,695,821	1,455,379	240,442	
Purchased Services						
37	44000	Public Safety	1,326,556	1,441,522	(114,965)	(114,965)
37	47000	Special Studies	54,167	96,013	(41,846)	(156,811)
37	42093	Agency Fee	30,000	65,000	(35,000)	(191,811)
37	46010	Public Relations	85,417	116,324	(30,907)	(222,719)
37	49010	Architectural Services	0	26,140	(26,140)	(248,859)
37	42080	Cyber Liability Insurance	11,420	14,616	(3,196)	(252,054)
37	46020	Passenger Info Booth	125,940	128,463	(2,523)	(254,578)
37	42090	Fiduciary Liability	18,102	18,906	(804)	(255,382)
37	41020	Rates & Charges	0		0	(255,382)
37	44020	Parking Valet Service	0		0	(255,382)
37	46013	Museum Shop	0	0	0	(255,382)
37	49040	Professional Management	354,167	354,167	0	(255,382)
37	42065	Crime Insurance	7,595	6,868	727	(254,655)
37	42041	Environmental Liability	40,652	35,350	5,302	(249,353)
37	44010	Armored Car Service	7,500	699	6,801	(242,552)
37	45000	Janitorial Services	438,767	431,557	7,211	(235,341)
37	49015	Consultant	40,000	29,528	10,473	(224,869)
37	42095	Insurance Claims	12,917	1,549	11,367	(213,501)
37	42070	Public Official Liability	45,557	33,726	11,831	(201,670)
37	49020	Engineering Services	25,000	12,000	13,000	(188,670)
37	49070	Other Professional Services	104,167	90,750	13,417	(175,254)
37	47010	GIS Services	20,000	4,994	15,006	(160,248)
37	41010	Financial Services	83,333	65,564	17,769	(142,478)
37	49005	Appraisal	20,833	2,500	18,333	(124,145)

Albany County Airport Authority
Airport Operating Expenses (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report
For the 10 month period ending October 30/31, 2021

			Budget	Actual	Variance	Cumulative Variance
37	45010	Refuse Removal Services	61,921	41,999	19,922	(104,223)
37	44030	Employee Shuttle Service	20,833		20,833	(83,390)
37	46012	Artistic Exhibits	75,606	53,279	22,327	(61,063)
37	42020	Automotive Insurance	96,109	73,405	22,704	(38,359)
37	49060	Code Enforcement	96,833	70,820	26,013	(12,346)
37	42060	Property Insurance	296,497	266,800	29,697	17,351
37	43000	Legal Services	41,667		41,667	59,018
37	42010	Airport Liability Insurance	297,725	228,668	69,057	128,075
37	46015	Advertising	125,000	36,660	88,341	216,416
37	44005	Perimeter Security	181,486	58,875	122,611	339,026
			4,145,767	3,806,740	339,026	
Material & Supplies						
38	53010	Landscaping	10,792	155,442	(144,651)	(144,651)
38	52051	Control Tower Maintenance	250,000	324,487	(74,487)	(219,138)
38	52032	Elevator Repairs & Supplies	81,667	117,565	(35,898)	(255,035)
38	51057	System Maintenance & Repairs	125,000	150,522	(25,522)	(280,557)
38	53090	T-Hangar Maintenance	83,000	100,214	(17,214)	(297,772)
38	52012	Card Access System	62,500	79,194	(16,694)	(314,466)
38	54010	Gasoline	38,050	49,255	(11,205)	(325,670)
38	53040	Sign Expense	8,125	18,218	(10,093)	(335,763)
38	54070	Vehicle Shop Tools & Supplies	37,500	46,510	(9,010)	(344,773)
38	51016	Runway Painting	26,250	32,240	(5,990)	(350,763)
38	52080	Sign Expense	2,333	6,641	(4,308)	(355,070)
38	51015	Apron Maintenance	37,500	41,663	(4,163)	(359,233)
38	52010	Alarm & PA Systems	76,177	79,331	(3,154)	(362,387)
38	51031	ARFF Supplies	18,167	19,910	(1,743)	(364,130)
38	52059	Storage Space Rental	6,250	7,961	(1,711)	(365,841)
38	54045	ARFF Vehicle Repair & Maintenanc	15,000	16,496	(1,496)	(367,336)
38	52040	Fire Equipment Services	11,361	12,705	(1,343)	(368,680)
38	51052	Wastewater Conveyance	6,250	7,500	(1,250)	(369,930)
38	53071	Wildlife Hazard Management	31,667	32,483	(817)	(370,746)
38	51030	EMS Supplies	11,904	12,195	(291)	(371,037)
38	51017	Airfield Shop Supplies	18,750	18,818	(68)	(371,105)
38	53041	Traffice Light Repairs	1,667	1,716	(50)	(371,155)
38	52061	Building Materials	0	0	0	(371,155)
38	53085	Land Lease	12,863	12,863	0	(371,155)
38	52041	Fire Equipment Testing	2,330	2,307	23	(371,132)
38	53078	Liquid Waste Disposal	3,000	2,874	126	(371,006)
38	53045	Catch Basin Maintenance	375		375	(370,631)
38	53020	Fencing	750		750	(369,881)
38	53070	Hazardous Waste Management	3,000	1,674	1,326	(368,555)
38	51032	Hazardous Material Supplies	4,167	2,300	1,867	(366,688)
38	54022	Vehicle Communication Equipment	5,333	3,272	2,061	(364,627)
38	54060	Mower Repair & Maintenance	11,250	8,622	2,628	(361,998)
38	54030	General Equipment Repair & Mainte	36,250	33,552	2,698	(359,300)
38	52037	Pest Control	35,340	31,998	3,342	(355,958)
38	51014	Pavement Repairs	4,500	784	3,716	(352,242)
38	51054	Sewer District Charges	4,167		4,167	(348,075)
38	51010	Fencing	6,667	2,037	4,630	(343,446)
38	52031	Electrical Repairs & Supplies	199,083	193,644	5,439	(338,007)
38	51055	Water District Charges	20,833	15,264	5,570	(332,437)
38	52036	Automatic Door Repairs & Supplies	10,417	4,138	6,279	(326,158)
38	53060	Dump Fees - Landfill	6,900	188	6,712	(319,446)
38	51020	Rubber Removal	29,167	22,091	7,075	(312,370)
38	54013	Vehicle/Equipment Tires	27,000	19,657	7,343	(305,027)
38	54012	Oil / Grease	18,750	11,022	7,728	(297,299)
38	52014	Key Access System	13,750	4,151	9,599	(287,700)
38	52013	CCTV Repair	35,000	25,263	9,737	(277,963)
38	53048	Snow Removal Supplies	42,700	31,908	10,792	(267,171)
38	51011	Airfield Lighting	66,667	55,358	11,309	(255,863)
38	54040	Heavy Equipment Maintenance	50,000	36,918	13,082	(242,781)
38	52050	US Customs	42,167	27,434	14,733	(228,048)
38	52020	Baggage System	16,667	1,313	15,354	(212,694)
38	52034	Roof	18,750	2,875	15,875	(196,818)
38	52071	ID Tags	29,167	12,813	16,353	(180,465)
38	54021	Vehicle Repair & Maintenance	60,833	43,988	16,845	(163,620)
38	51033	ARFF Foam	21,602	4,590	17,012	(146,608)
38	52090	Flight Information Displays	43,228	24,388	18,841	(127,767)

Albany County Airport Authority
Airport Operating Expenses (does not include FBO)
YTD Budget vs. Actual High/Low by Category Report
For the 10 month period ending October 30/31, 2021

			Budget	Actual	Variance	Cumulative Variance
38	54015	CNG Fuel	19,167	(391)	19,558	(108,210)
38	53051	NYS Police Hangar Maintenance	104,167	83,369	20,798	(87,412)
38	51053	Electric	91,667	69,533	22,134	(65,278)
38	54050	Snow Equipment Repair & Maintena	75,000	46,442	28,558	(36,720)
38	52033	HVAC	150,208	121,607	28,601	(8,119)
38	54011	Diesel Fuel	91,667	61,896	29,771	21,652
38	52063	Window Washing	61,659	6,112	55,547	77,199
38	53030	Pavement Repairs	83,333	2,052	81,282	158,481
38	52062	Janitorial Supplies	201,612	114,925	86,687	245,168
38	52035	Plumbing Repairs & Supplies	132,083	44,264	87,819	332,987
38	51019	Snow Removal Supplies	174,650	42,946	131,704	464,691
38	53050	Snow Removal Services	208,600	67,948	140,652	605,343
38	52060	Building Maintenance	470,208	252,172	218,037	823,380
			3,706,601	2,883,222	823,380	
Office/Administration						
39	66070	COVID Related Expenses	0	88,625	(88,625)	(88,625)
39	66010	Training / Travel	59,746	76,125	(16,379)	(105,004)
39	55016	Computer Equipment	40,196	55,848	(15,652)	(120,656)
39	66000	Dues & Subscriptions	43,958	48,148	(4,191)	(124,847)
39	66062	Bank & Paying Agent Fees	5,833	8,160	(2,326)	(127,173)
39	66013	Function Refreshments	12,500	14,558	(2,058)	(129,232)
39	55070	Payroll Services	30,417	31,953	(1,536)	(130,768)
39	55011	Copy Machine Use	833	2,025	(1,192)	(131,960)
39	66050	Property Taxes	38,000	38,312	(312)	(132,272)
39	55041	Express Mail	0	122	(122)	(132,394)
39	66002	A.A.A.E. Memberships	0	0	0	(132,394)
39	66006	NY Airport Managers Association	0		0	(132,394)
39	66007	Local Chamber of Commerce	0	0	0	(132,394)
39	66011	Authority Board Travel & Education	417		417	(131,977)
39	55032	Printing Outside Services	16,667	15,893	773	(131,204)
39	66040	Licenses & Permits	3,208	2,300	908	(130,296)
39	55050	Reference Materials	1,417		1,417	(128,879)
39	55012	Office Equipment Service Agreemer	7,832	6,290	1,542	(127,337)
39	66020	Tuition Reimbursement	2,083		2,083	(125,254)
39	55060	Office Supplies	23,871	20,749	3,122	(122,131)
39	55040	Postage	7,500	4,047	3,453	(118,679)
39	66014	Outside Functions	4,167		4,167	(114,512)
39	55010	Office Equipment Rental	13,578	9,026	4,552	(109,960)
39	55020	Office Furniture & Fixtures	14,875	9,334	5,541	(104,419)
39	66030	Advertising - Public Meetings	18,333	12,781	5,553	(98,866)
39	55030	Printed Forms / Letterhead	6,750	165	6,585	(92,281)
39	55014	Computer Systems	37,917	27,941	9,976	(82,305)
39	66012	Authority Management Travel & Edu	19,500	7,277	12,223	(70,082)
39	66061	EZ Pass Fees	100,000	48,042	51,958	(18,123)
39	66060	Credit Card Service Charges	326,667	220,642	106,025	87,901
39	55015	Hardware/Software Maint Support	396,810	219,581	177,229	265,130
			1,233,073	967,943	265,130	
Non-Capital Equipment						
41	83000	Equipment	1,362,083	402,361	959,723	959,723
			1,362,083	402,361	959,723	
			$24,589,233	**$20,833,487**	**$ 3,755,747**	

Notes to Financial Statements

1. Accounting Basis

This financial information is presented for the purposes of comparing budget to actual results and for indicating generally how revenues and expenses have compared to budgeted revenues and expenses through on a monthly basis. The financial information presented herewith is prepared on the Albany County Airport Authority's budgetary basis of accounting.

This report includes preliminary operating and performance statistics, and financial forecasts based upon the budgetary basis of accounting estimates that involve uncertainties that could result in actual financial results differing materially from preliminary estimates.

2. Cash Reserves

2021 Operating Budget - Airport	$29,813,717
2021 Operating Budget – FBO	7,720,611
2021 Debt Service	10,130,800
2021 Debt Service Paid by PFCs	(3,638,568)
	$44,026,560
Monthly Cash Outflow	($44,026,560/12)
	$3,668,880

Months Operating Reserves Unrestricted
$22,405,764/$3,668,880 ~ 6.11 months

Months Operating Reserves Restricted
$6,600,000/$3,127,860 ~ 2.11 months

($37,534,328 FY21Budg/12 = $3,127,860)

	Unrest.	**Restr**	**Total**
Aug20	4.85	2.0	6.85
Sep20	5.37	2.0	7.37
Oct20	5.31	2.0	7.31
Nov20	5.14	2.0	7.14
Dec20	5.63	2.0	7.63
Jan21	5.30	2.0	7.30
Feb21	5.22	2.0	7.22
Mar21	5.26	2.0	7.26
Apr21	4.63	2.1	6.73
May21	5.23	2.1	7.33
Jun21	5.50	2.1	7.71
Jul21	5.98	2.1	8.08
Aug21	5.99	2.1	8.09
Sep21	6.22	2.1	8.32
Oct21	6.11	2.1	8.21

3. Accounts Receivable

The amount of accounts receivables, shown as days of average annual (2021 Budget) daily revenues, is as follows:

$45,747,662 / 365 = $125,336

$2,406,579 / $125,336 = 19.20

Apr 20	10.91
May 20	17.76
Jun 20	7.45
Jul 20	8.99
Aug 20	10.04
Sep 20	4.52
Oct20	4.65
Nov20	4.46
Dec20	3.75
Jan21	8.52
Feb21	11.47
Mar21	2.36
Apr21	0.74
May21	4.10
Jun21	4.98
Jul21	5.70
Aug21	14.74
Sep21	12.92
Oct21	19.20

4. Capital Assets

The following are capital expenditures that are greater than $50,000 and have a useful life greater than one year:

	Collected
Land	$ 48,201,829
Buildings	247,884,827
Equipment	18,740,620
Improvements	268,513,971
	583,341,247
Accumulated Depreciation	(302,821,541)
	280,519,706
Construction In Progress	8,762,219
	$289,281,925

5. COVID Relief Funding

The following are grant amounts awarded to the Authority. Revenue is recognized when expenses are submitted for reimbursement, not when they are awarded.

	Awarded	Collected
AIP143-CARES	$15,277,876	$15,277,876
AIP144-CHRSSA	5,093,917	-
AIP145-CHRSSA	320,510	-
AIP148-ARPA	12,113,224	-
Jobs Act of 21	28,551,945	-
	$61,357,472	**$15,277,876**

Albany International Airport
Statistics
For the ten months period ending October 31, 2021

	Current Month			Year to Date			12 Month Running	
	Budget	**2020**	**2021**	**Budget**	**2020**	**2021**	**2020**	**2021**
Total Enplanements	78,333	35,274	114,335	783,333	461,485	782,245	696,959	840,789
Operations								
Passenger	1,799	1,472	2,444	17,986	16,802	19,006	22,470	21,808
Cargo	185	308	270	1,851	2,542	2,720	3,174	3,352
Charter, Corporate & Divers	185	197	319	1,848	1,831	2,915	2,358	3,274
General Aviation	1,122	1,311	1,298	11,215	12,105	12,113	14,044	14,232
Military	303	262	215	3,028	3,079	2,741	3,460	3,149
Total Operations	3,593	3,550	4,546	35,928	36,359	39,495	45,506	45,815
Landed Weight (000)	94,318	61,880	119,348	943,183	789,609	872,984	1,048,505	991,509
Cargo/Mail & Express	1,585	1,996	1,783	15,848	17,492	18,724	21,663	23,090
Jet A Gallons	83,333	89,867	137,138	833,333	721,883	1,043,788	895,285	1,201,517
AvGas Gallons	5,007	5,782	5,577	50,066	54,506	43,048	62,647	50,910
Deicing Consortium	4,843	4,321	1,535	67,798	41,223	36,083	79,510	47,968
Deicing sprayed/retail	2,850	2,325	-	849,182	43,193	38,864	84,941	46,834
Parking Revenue	$ 851,246	$ 248,750	$ 1,011,519	8,512,460	$ 5,059,686	$ 6,763,451	$ 7,636,951	$ 7,178,156
Revenue per enplanement		$ 7.05	$ 8.85		$ 10.96	$ 8.65	$ 10.96	$ 8.54
Transactions		14,253	44,822		218,807	319,623	321,294	346,181
Average transaction		$ 17.45	$ 22.57		$ 23.12	$ 21.16	$ 23.77	$ 20.74
Concession Sales								
Rental Cars		$ 2,451,348	$ 6,575,689		$ 21,652,442	$ 43,170,201	$ 28,698,589	$ 46,233,488
Revenue per enplanement		$ 69.49	$ 57.51		$ 46.92	$ 55.19	$ 41.18	$ 54.99
Food and Beverage		$ 162,926	$ 634,275		$ 2,825,073	$ 4,342,546	$ 4,436,519	$ 4,633,860
Revenue per enplanement		$ 4.62	$ 5.55		$ 6.12	$ 5.55	$ 6.37	$ 5.51
Retail		$ 119,534	$ 381,608		$ 1,451,547	$ 2,743,588	$ 2,072,515	$ 2,935,021
Revenue per enplanement		$ 3.39	$ 3.34		$ 3.15	$ 3.51	$ 2.97	$ 3.49

SCHEDULED AIRLINE PASSENGER SERVICE

Monthly Scheduled Flights are as follows:

	Airlines	Non-Stop Destination Airports	Non-Stop Destination Cities[1]	Scheduled Flights	Average Flights per Day	Monthly Seats Available	Monthly Landed Weight (lbs.)	Enplane.	Projected Load Factor
Jan2020	7	17	13	1,391	44.9	141,803	147,829,062	114,119	80.5%
Sep20	7	14	12	642	21.4	63,168	64,144,804	28,257	44.7
Oct20	7	16	13	740	23.9	67,992	68,410,190	35,274	51.9
Nov20	7	16	12	735	24.5	68,806	73,145,608	29,089	42.3
Dec20	7	16	12	693	22.4	64,017	67,995,130	29,455	46.0
Jan21	7	15	11	622	20.6	56,129	58,693,922	25,665	45.7
Feb21	7	16	11	560	20.0	50,558	52,562,092	30,538	60.4
Mar21	7	15	10	688	22.2	67,958	67,148,188	49,504	72.8
Apr21	7	14	11	841	28.0	79,363	79,959,604	66,435	83.7
May21	7	17	14	1,097	35.4	106,783	108,428,900	79,125	75.1
Jun21	7	19	14	991	33.0	97,420	96,959,934	88,614	91.0
Jul21	7	19	15	1,100	35.5	114,081	111,304,466	114,106	100.0
Aug21	7	19	15	1,165	37.9	123,051	125,168,610	115,469	94.8
Sep21	7	17	13	1,129	37.6	120,713	116,138,848	98,456	81.6
Oct21	7	18	13	1,182	38.1	125,324	115,091,066	114,335	91.2
Nov21	7	17	12	1,120	37.3	118,803	112,293,096	96,750E	81.4E
Dec21	7	17	12	1,096	35.4	114,381	111,014,472	97,000E	84.8E

[1] Four (4) cities may be served by two or more airports; Chicago (ORD/MDW), Orlando (MCO/SFB), Tampa (TPA/PIE/PGD), and Washington DC (DCA/IAD).

Weekly schedule flight changes are as follows:

			Week #46-2021	+	(-)	Week #50-2021	Year-To-Date (net) Week #03-2021	+	(-)	Week #50-2021	Week #13-2020
1	ATL	Atlanta, GA	18	1	-	19	7	15	(3)	19	20
2	BDL	Hartford, CT	-	-	-	-	-	1	(1)	-	-
3	BWI	Baltimore, MD	25	1	-	26	14	26	(14)	26	28
4	MDW	Chicago-Midway	12	-	(2)	10	6	19	(15)	10	12
5	ORD	Chicago-O'Hare	37	1	-	38	14	52	(28)	38	46
6	CLT	Charlotte, NC	21	-	(1)	20	18	4	(2)	20	28
7	DEN	Denver, CO		-	-	-	-	10	(10)	-	6
8	DTW	Detroit, MI	22	-	-	22	19	6	(3)	22	25
9	FLL	Fort Lauderdale, FL	7	-	-	7	1	8	(2)	7	14
10	RSW	Fort Myers, FL	-	-	-	-	-	-	-	-	5
11	MIA	Miami, FL	2	-	-	2	-	2	-	2	
12	MSP	Minneapolis, MN	-	-	-	-	-	-	-	-	
13	MYR	Myrtle Beach, SC	-	-	-	-	-	3	(3)	-	-
14	BNA	Nashville, TN	-	-	-	-	-	2	(2)	-	-
15	EWR	Newark, NJ	19	-	(6)	13	7	26	(20)	13	27
16	MCO	Orlando, FL	19	-	(3)	16	10	16	(10)	16	24
17	SFB	Orlando/Sanford, FL	3	-	(1)	2	-	8	(6)	2	3
18	PHL	Philadelphia, PA	18	1	-	19	13	17	(11)	19	42
19	PGD	Tampa/Punta Gorda, FL	3	-	(1)	2	2	4	(4)	2	2
20	TPA	Tampa, FL	6	-	(4)	2	1	7	(6)	2	10
21	PIE	Tampa/St. Pete, FL	2	-	-	2	2	2	(2)	2	2
22	DCA	Washington DC-Reagan	20	3	-	23	5	21	(3)	23	33
23	IAD	Washington DC-Dulles	21	-	(1)	20	12	24	(16)	20	21
			255	**7**	**(19)**	**243**	**131**	**273**	**(161)**	**243**	**354**

October 31, 2021

Full Time Positions

	Budget Full Time	Budget Part Time	Budget Total	Filled Full Time	Vacant Full Time	In Process To Fill
AvPORTS						
Feb	151	18	169	128	23	8
Mar	151	18	169	129	22	6
Apr	155 (adj)	18	173	132	23	7
May	155	19	174	131	23	7
Jun	155	19	174	132	23	7
Jul	155	19	174	132	23	7
Aug(1)	157	19	176	134	23	6
Sep	157	19	176	135	21	4
Oct	157	19	176	131	26	7
FBO						
Feb	33	-	33	32	1	1
Mar	33	-	33	33	-	-
Apr	33	-	33	30	3	3
May	33	-	33	30	3	3
Jun	33	-	33	29	4	4
Jul	33	-	33	29	4	4
Aug	33	-	33	26	7	7
Sep	33	-	33	26	7	7
Oct	33	-	33	26	7	7
ACAA						
Feb	21	3	24	21	-	-
Mar	21	3	24	22	-	-
Apr	20 (adj)	3	23	21	-	-
May	20	3	23	20	-	-
Jun	20	3	23	20	-	-
Jul	20	3	23	20	-	-
Aug	20	3	23	20	-	-
Sep	20	3	23	20	-	-
Oct	20	3	23	20	-	-
Total						
Feb	205	21	226	181	24	9
Mar	205	21	226	184	23	6
Apr	208	21	229	183	26	10
May	208	22	230	181	26	10
Jun	208	22	230	181	27	11
Jul	208	22	230	181	27	11
Aug	210	22	231	180	30	13
Sep	210	22	231	181	28	11
Oct	210	22	232	177	33	14

(1) Added Airport Operations Officer

AGENDA ITEM NO. 5

Project Development

OPC

ALBANY
INTERNATIONAL AIRPORT

PROJECT STATUS REPORT

December 6, 2021

I. AIRSIDE IMPROVEMENTS

A) Taxiway A Pavement Rehabilitation design (Contract S-1064)

Rifenburg Construction was awarded the contract, working with McFarland Johnson Engineering doing construction inspection. The contractor worked days and nights with Airport Operations arranging nightly Taxiway closures. The Contractor completed all asphalt paving by early November. Temporary striping and site restoration was done to close up the project for the winter and final striping is scheduled for the Spring of 2022.

B) Replacement of Boarding Bridges A3, A5, B10, & C1 (Contract No. S-1039)

AERO Bridge was awarded the contract with C & S Engineering overseeing the work. All new bridges are installed and operational. AERO Bridge and C & S Engineering are working on contract closeout to be completed by the end of the year.

C) Pavement Condition Index (PCI) Report

The FAA requires Airports to have a PCI done every five years. The last PCI done was in 2015. The PCI is a thorough onsite investigation of all asphalt paved surfaces on the Airport. The report details the current conditions and notes all issues and defects. McFarland Johnson Engineering was selected out of six RFP's submitted by the review committee.

D) Runway 10-28 Rehabilitation (Contract #s-21-1100)

To maintain the quality of the pavement for aircraft to land on the runways need to be milled and resurfaced with new asphalt pavement. An RFQ was advertised to find an engineering firm to design the rehabilitation project in accordance with FAA specifications. The Board approved negotiations with Colliers Engineering at the last meeting.

II. LANDSIDE IMPROVEMENTS

A) Air Traffic Control Tower (Contract 1013-R & EV)

The FAA as part of the lease renewal, requested some upgrades to their facility. The roof replacement project (1013-R) for the facility was advertised and bid in June 2021, but the bid were extremely high due to material shortages. The roof project will be re-bid in the Spring of 2022 when materials are more available. The elevator replacement project (1013-EV) was awarded last Board meeting to Kone under NYS Contract pricing and the shop drawings are being reviewed. Kone has submitted a schedule to begin work in January 2022 with concurrence from the FAA Tech Ops.

B) Main Terminal Fire Alarm Replacement (Contract 20-1075-FP)

Hewitt & Young Electric was awarded the contract and has begun installation of the new Terminal Fire alarm system. They are currently running conduits and wire for the system while the need detector units are being shipped. They have been testing the existing systems for compatibility with the new equipment and have located several areas where replacements are warranted. There is a Change Order action item on today's Board agenda.

C) MDF (Main Distribution Frame) Room Fire Protection (Contract 1053-FP)

Condor Fire Sprinkler was awarded the contract. The work includes the installation of a new dry fire protection system in the MDF room where all the Airport computer, telephone and security system are routed back to. This project is replacing the existing sprinkler system that currently serves as fire protection, eliminating the possibility system failure due to sprinklers going off. Condor has completed the installation and is currently testing the system as required by NYS Fire Code. The contractor cannot remove the old system until all testing is complete.

D) HVCC Aircraft Technician School

HVCC and ACAA worked together to get the classrooms set up at 6 Jetway Drive, so classes could begin on August 30, 2021. The construction of the lab area is ongoing, HVCC and their architect submitted the plans for a Building Permit and HVCC selected Rosch Bros. as their contractor. HVCC started work in mid-September to be completed by January 1, 2022. HVCC has begun moving their equipment into the hangar area. The HVAC and sprinkler systems are currently being installed.

AGENDA ITEM NO. 6

Counsel

MEMO: December 6, 2021

TO: Albany County Airport Authority Board Members

FROM: Christine C. Quinn, Esq., Authority Counsel

- Booster Clinic

AGENDA ITEM NO. 7

Concessions/Ambassador Program

Monday, December 6, 2021

Concessions & Ambassador Program Report

November Minority Percentages in the Concessions' Workforce

Date	min/total	HMSHost	OHM	Paradies	Dunkin
November 2020	24/39 = 61%	1/6=17%	14/16=88%	6/12=50%	3/5=60%
December 2020	22/37 = 59%	1/6=17%	13/17=76%	6/12=50%	2/5=40%
January 2021	20/41 = 49%	1/6=17%	12/19=63%	6/12=50%	1/4=25%
February 2021	24/47 = 51%	2/9=22%	17/23=74%	5/10=50%	2/5=40%
March 2021	22/49 = 45%	2/9=22%	12/25=48%	5/10=50%	3/5=60%
April 2021	23/55 = 42%	4/14=28.5%	12/24=50%	5/11=45%	3/6=50%
May 2021	29/60 = 48%	5/16=31.2%	15/25=20%	5/12=22.5%	4/7=57%
June 2021	31/61 = 48%	6/21=28.5%	15/25=60%	6/11=54.5%	4/7=57%
July 2021	28/70 = 40%	8/27=29.6%	13/25=52%	5/11=45.45%	2/7=28.5%
August 2021	35/70 = 50%	12/23=52%	14/30=46.6%	5/10=50%	4/7=57%
September 2021	35/70 = 50%	11/25=44%	15/23=65%	5/14=35.7%	4/8=50%
October 2021	41/85 = 48%	13/33=39%	20/29=69%	5/14=35.7%	3/9=33%
November 2021	50/100=50%	14/33=42%	27/43=63%	5/14=35.7%	4/10=40%

Job Fairs

A Job Fair is tentatively scheduled for the week of December 6th.

Concessions

HMSHost

Silks of Saratoga – Open (10:00 a.m. – 6:00 p.m.) Daily

Starbucks – Open (4:00 a.m. – 4:00 p.m.) Daily

The Local – Open (10:00 a.m. – 6:00 p.m.) Daily

Burger King – Open (10:00 a.m. – 6:00 p.m.)

Closed Saturday and Monday

Adirondack Lodge – closed

Hudson Valley Beer Union – Open (10:00 a.m. – 6:00 p.m.) Daily

Dunkin Donuts – Open (4:00 a.m. – 8:00 p.m.) Daily

OHM

Empire Deli – Open (11:00 a.m. - 6:00 p.m.) Daily

Wolfgang Puck Pizza - Open (11:00 a.m. – 6:00 p.m.)

Closed Tuesday and Wednesday.

Chick fil A – Open (5:00 a.m. – 6:00 p.m.) Closed Sunday

Paradies

Gift/News on A – intermittent hours

Gift News on B – intermittent hours

Gift/News on C – open 4:30 am through to the last departure

Vending

To accommodate passengers and employees after hours Vending Machines have been installed on all three Concourses.

Ambassador Program
2021

Tours **YTD**

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
0	0	0	0	0	0	0	0	0	0	0		0

Canines

0	0	0	0	0	0	0	0	361	1373	2855		4589

Ambassador Hours

238	567	408	424	409	438	421	479	444	464	527		4819

Guests Served

49	50	96	1569	2470	4225	4454	4628	5067	4698	6398		33,704
Airside					2722	2793	3010	3744	3315	3178		
Landside					1503	1661	1618	1323	1383	3220		

Business Center

49	50	96	122	131	172	181	80	164	145	147		1337

AGENDA ITEM NO. 8

Public Affairs

Public Affairs Report
December 2021

ACAA-TSA Holiday Travel News Conference



The Airport Authority and the Transportation Security Administration hosted a November 9, 2021 news conference to provide the regional media with the latest information regarding both agencies' Thanksgiving holiday travel preparations. The news conference was held to alert travelers of mask requirements, prohibited items and the need to arrive at least two hours prior to the scheduled departure of their flights due to the projected increase in travel. TSA figures below show the increase in holiday passenger traffic over 2020.

DATE	PASSEGNGERS	INCREASE OVER 2020
Tuesday, Nov. 23	4,000	+229.5%
Wednesday, Nov. 24	4,194	+231.0%
Thursday, Nov. 25	2,139	+268.8%
Friday, Nov. 26	3,565	+274.1%
Saturday, Nov. 27	4,199	+211.0%
Sunday, Nov. 28	4,160	+126.5%
Monday, Nov. 29	4,106	+183.4%

E-Lot Reopens



Public Affairs issued a release notifying the regional media that the popular Economy E-Lot had reopened to travelers. E Lot reopened in time for the holiday travel surge on November 15th.

RENSCO Chamber

Public Affairs is once again working with the Rensselaer County Regional Chamber of Commerce to host a panel discussion entitled ***Capital Region In Motion,*** issues that impact our regional business, travel, and economic development. The event will be conducted in the fall of 2022 and again be by Union Times Editor Casey Seiler.

Delta Airlines



Public Affairs issued a release detailing Delta Air Lines' decision to begin services between Albany and LaGuardia. Direct service will begin on January 5, 2022

Media

Local print and broadcast media were particularly interested in the increase in travel through the airport during this holiday season. Most of the attention was directed toward passengers traveling to visit relatives and their preparations due to the continued presence of COVID-19.
Future local media attention is likely to focus on the emergence of the COVID variant Omicron.

AGENDA ITEM NO. 9

Economic Development

MEMO: December 6, 2021

TO: Albany County Airport Authority Board Members

FROM: Matthew J. Cannon, Director of Development & Government Affairs

- RAC/TAC Updates

AGENDA ITEM NO. 10

Authorization of Contracts/Leases/Contract Negotiations/Contract Amendments

AGENDA ITEM NO. 10.1

Approval of expenditure in the amount of $847,849 and $45,000 for insurance policy premiums and insurance broker services, respectively ($892,849 total).

AGENDA ITEM NO: 10.1
MEETING DATE: December 6, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: FINANCE

Contact Person: Michael F. Zonsius, Chief Financial Officer

PURPOSE OF REQUEST:

Approval of expenditure in the amount of $847,849 and $45,000 for insurance policy premiums and insurance broker services, respectively ($892,849 total).

BACKUP MATERIALS:

- ***Exhibit A, Insurance Premium Quotes***

JUSTIFICATION:

Insurance policies are renewed on an annual basis. Although not necessarily shopped to insurance underwriters on an annual basis, underwriters were invited by the insurance broker, Alliant Insurance Services, to provide updated quotes for next year's renewal period.

FINANCE COMMITTEE RECOMMENDATION:

Recommend approval of $892,849 for insurance premiums and insurance brokerage services.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval of $892,849 for insurance premiums and insurance brokerage services.

Albany County Airport Authority
12/31/2021 - 12/31/2022 Renewal Quotes/Terms
(Does not Include any applicable taxes and fees)

POLICY DETAIL	COVERAGE NOTES (See Policy for applicable coverages & specific terms)	19-20 Annualized Expiring Premium	20-21 Annualized Expiring Premium	21-22 Annualized Renewal Premiums	Insurance Company	Other Quotes
Aviation Liability	$100,000,000 Limit, $10k Retention/$50k aggregate. Terrorism and War Included	$187,910	$168,817	**$189,919**	Chubb/ACE	N/A
Excess Aviation Liability	$300,000,000 Limit. Terrorism/War/Hijacking Incl.	63,337	55,000	**53,900**	Chubb/ACE (Renewal Carrier)	Starr (Expiring Carrier): $65,887
Property & Garage Keepers	$346,201,583 Blanket Building & BPP. $25k Retention. $21,000,000 Business Inc. Limit $5,000,000 Flood coverage. $25,000,000 Earthquake.	328,421	332,159	**362,879**	Chubb	N/A
Automobile	$5,000,000 Liability Limit	77,223	73,042	**71,572**	Chubb	N/A
Workers Comp.	Payrolls Unchanged, .97 E Mod.	8,732	5,903	**5,954**	Chubb	N/A
Public Officials	$7,500,000 Limit. $75k Retention	39,615	33,726	**41,132**	Chubb/ACE	N/A
Cyber Liability	$1,000,000 Limit, $75k Retention	-	21,303	**35,445**	Chubb/ACE	N/A
Builders Risk	$21,000,000 Policy limit	18,723	20,860	**20,860**	Chubb	N/A
Crime	$5,000,000 Limit, $50k Retention	6,604	6,868	**7,677**	Travelers	N/A
Tank Farm Property	$3,842,500 Limit, $50k Retention	38,242	38,761	**43,121**	Markel	N/A
Violent & Malicious Acts	$1,000,000 Limit	13,500	15,390	**15,390**	Hixcox/Lloyds	N/A
Pollution (12/31/19-12/31/22)	$10,000,000 Limit 3 Year Policy: $106,050	X	X	**X**	Beazley	N/A
Fiduciary Liability (9/1/21-12/31/22)	$3,000,000 Limit, $10k Retention 16 Mo. Policy: $2,711	X	X	**X**	Philadelphia	N/A
INSURANCE BROKER FEE		103,761	65,000	**45,000**	N/A	
TOTAL		$886,068	$836,829	**$892,849**		

AGENDA ITEM NO. 10.2

Purchase Order: Contract No. 21-1094: Filtered Sand Holliston Sand Company

AGENDA ITEM NO: 10.2
MEETING DATE: December 6, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Finance*

Contact Person: *Michael F. Zonsius, Chief Financial Officer*

PURPOSE OF REQUEST:

Purchase Order: *Contract No. 21-1094: Filtered Sand*
Holliston Sand Company

CONTRACT AMOUNT:

PO Amount: *$260,500 (Est'd 2,000 tons @ $130.25 per ton)*

BUDGET INFORMATION:

Anticipated in Current Budget: **Yes √ No NA**
Appropriation: **2022 Operating Budget**
Funding Account: **51019-10-0000**

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal ___ State ____ Airport 100%

JUSTIFICATION:

Authorization is requested for issuance of a Purchase Order for filtered sand that meets FAA specifications to be used during 2021-2022 winter snow operations to the only responsible bidder, Holliston Sand Company, Inc. at $130.25 per ton. The estimated annual usage of filtered sand is 2,000 tons. To ensure that the sand meets FAA specifications, the sand will be tested to confirm that the required specifications are met. This bid award is for one year with the Authority reserving the right to purchase at the same terms and conditions in the bid document for four (4) additional one-year terms as it is deemed to be in the best interest of the Airport. Authorization is also requested to allow the Chief Executive Officer to exercise the Authority's right to purchase product at the same price in each of the four (4) option years.

AGENDA ITEM NO: 10.2
MEETING DATE: December 6, 2021

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES √ NA

PROCUREMENT DEPARTMENT APPROVAL:

Procurement complies with Authority Procurement Guidelines and Chief Financial Officer has approved. **YES √ NA**

BACK-UP MATERIAL:

Please refer to the attached procurement recommendation memo, summary and legal notice.

MEMORANDUM

TO: Michael Zonsius
Chief Financial Officer

FROM: Bobbi Matthews
Purchasing Agent

DATE: November 30, 2021

RE: Recommendation of Award for Contract # 21-1094 Reb-Bid for Filtered Sand

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An Invitation for Bid was originally solicited on or about September 9, 2021 for Contract 21-1094 Filtered Sand. On September 30, 2021, no bids were received and when contacted, the local supplier indicated they were is no longer providing this material.

The contract was rebid on or about October 21, and as a result of outreach to other potential suppliers, one (1) bid was received on November 3, 2021. The sole bidder was Holliston Sand Company, Inc ("Holliston"), North Smithfield, RI. A copy of the opening spreadsheet is attached.

Holliston bid $130.25 per ton, an increase of $63.25 from the approximate $67.00 per ton from the current supplier this year. The estimated annual usage of filtered sand is 2,000 tons and Holliston stated in their bid they meet all required minimum specifications and standards.

Holliston provides approved filtered sand meeting Federal Aviation Administration (FAA) specifications to Manchester Boston Regional Airport, Port Authority of New York & New Jersey, MASSPORT, and Pease International Airport. An Airport Authority representative will conduct a current test of the material Holliston is bidding and will confirm their product meets the required specifications again.

I recommend award of this contract to Holliston for an initial one-year period, with four (4) potential one-year extensions, and with the award dependent upon the testing of the product meeting the required FAA Specifications. Upon approval, a purchase order will be sent.

Attachment

CONTRACT #21-1094 REBID

Filtered Sand

Company Name	Holliston Sand Company, Inc.
Minimum Specs Met	YES
Price per ton delivered	$130.25 / ton
Price per ton emergency delivery	$135.25 / ton
Standard Delivery	7 Calendar Days / Weather Permitting
Emergency Delvery	2 Calendar Days / Weather Permitting
Bid Bond	N/A
rer Disclosure	X
Non-Collusion	X
References	X
Acknowledgment	X
NOTES:	No Bid Deposit received.

I, Bobbi Matthews, certify that this bid tabulation is a true copy of the prices submitted by each bidder for the commodity shown above.

Albany Airport Authority Purchasing Department

Bobbi Matthews
Purchasing Agent

Sworn to before me this 10th day of November 2021.

Jennifer A. Munger
Notary Public

JENNIFER A. MUNGER
Notary Public, State of New York
No. 01MU6246332
Qualified in Schenectady County
Commission Expires Aug. 08, 2023

ALBANY COUNTY AIRPORT AUTHORITY

INVITATION FOR BID

Sealed bids are hereby requested by the Albany County Airport Authority for **Contract No. 21-1094 RE-BID for FILTERED SAND at Albany International Airport.** This product will be used on airfield runways and taxiways and must meet FAA requirements. DOCUMENTS MAY BE OBTAINED beginning at 10:00 AM on **OCTOBER 21, 2021,** from Bid Net Direct by visiting www.bidnetdirect.com//albany-county-airport-authority or AT THE ALBANY COUNTY AIRPORT AUTHORITY PURCHASING OFFICE for a non-refundable fee of $20.00. No bid shall be considered unless the organization making the bid has first obtained a copy of the RFB. In accordance with State Finance Law §§139-j and 139-k, this solicitation includes and imposes certain restrictions on communications between the Airport Authority and an Offerer/bidder during the procurement process. An Offerer/bidder is restricted from making contacts from the earliest notice of intent to solicit offers by this solicitation through final award and approval of the Procurement Contract by the Authority ("restricted period") to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law §139-j(3)(a). Designated staff, as of the date hereof, is Bobbi Matthews, Purchasing Agent. Authority employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the Offerer/bidder pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a 4 year period the Offerer/bidder is debarred from obtaining governmental Procurement Contracts. Further information about these requirements can be found by request to the designated staff and the New York State Office of General Services Advisory Council on Procurement Lobbying Web site at: http://www.ogs.state.ny.usaboutOgs/regulations/defaultAdvisory Council.html. Only those bids in the hands of the ALBANY COUNTY AIRPORT AUTHORITY, PURCHASING OFFICE, ALBANY INTERNATIONAL AIRPORT, MAIN TERMINAL, THIRD FLOOR, ALBANY, NEW YORK 12211 available to read at **11:00 A.M. (EST) NOVEMBER 3, 2021**, shall be considered. Bids shall be opened and read aloud at such time in the Albany County Airport Authority Board Room, Main Terminal, Third Floor, Albany, New York. All interested parties may attend. MWBE / SDVOB RESPONSES ARE ENCOURAGED.

AGENDA ITEM NO. 10.3

Service Contract No. SC-915: Floor Maintenance with NYSID – Rehabilitation Support Services (RSS).

AGENDA ITEM NO: 10.3
MEETING DATE: December 6, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Finance*

Contact Person: *Michael F. Zonsius, Chief Financial Officer*
Christine Quinn, General Counsel

PURPOSE OF REQUEST: ***Service Contract No. SC-915: Floor Maintenance with NYSID – Rehabilitation Support Services (RSS).***

This request is for approval of the award of a service contract for floor maintenance services in the Terminal Building, subject to pricing concurrence and approval by the New York State Office of General Services (OGS). These services were solicited from a Preferred Source Provider in accordance with the New York State Finance Law. The contract is for an initial 1 year term that can be extended each year if the Chief Executive Officer determines services have been satisfactorily performed in accordance with the terms and conditions of the agreement. Renewal pricing adjustments are based upon the New York State Department of Labor changes in Prevailing Wage Rates and the Consumer Price Index for non-labor costs.

CONTRACT AMOUNT:

Total Contract Amount: ***$738,555.09 for 1 Year (estimated)***

BUDGET INFORMATION:

Anticipated in Current Budget: *Yes √ No ___ NA ____*
Funding Account Number: ***45000-20-0000 (Terminal-Purchased Services)***

JUSTIFICATION:

This service was solicited by the Authority through the New York State Industries for the Disabled (NYSID), which is a not-for-profit corporation that facilitates contracts for goods and services between governmental entities and preferred source providers. This contract is being awarded to NYSID and the work will be performed by a "member firm" "Rehabilitation Support Services" (the firm). Staff and Management of the Authority and AvPort's have considered the proposal and interviewed the firm and the NYSID and considered their references and recommend NYSID be awarded this contract based upon their proposal of services provided by Rehabilitation Support Services. Wages will be based upon prevailing wage rate requirements with annual adjustments each July 1 based upon the New York State Department of Labor. Non-labor costs will be adjusted annually at the same time based upon changes in the Consumer Price Index as specified in the agreement.

AGENDA ITEM NO: 10.3
MEETING DATE: December 6, 2021

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

PROCUREMENT DEPARTMENT APPROVAL:

Procurement complies with Authority Procurement Guidelines and Chief Financial Officer has approved. YES √ NA

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES √ NA

BACK-UP MATERIAL:

Please refer to the attached proposal, contract, and OGS pricing concurrence application.

NYSID
Purchasing That Powers Employment

Request for Price Concurrence

Date Sent:	November 4, 2021
Contracting Agency:	Albany County Airport Authority
Customer Contact:	Bobbi Matthews
Job Title:	Purchasing Agent
Street Address:	737 Albany Shaker Road Admin Bldg, Suite 204
City, State Zip:	Albany, NY 12211-1057

PLEASE UPDATE INFORMATION IF NEEDED

Phone: (518) 242-2213 Fax# (518) 242-2640 E-Mail: bmatthews@albanyairport.com

Member Agency:	Rehabilitation Support Services
Service	Floor Maintenance
Location:	Albany County Airport
Proposed Price:	$738,555.09/One year $61,546.26/Per month with prevailing wage adjustments, as mandated by NYS DOL
If a Renewal, Current Contract #	Renewal-010490
Proposed Term:	2/1/2022-1/31/2023 with 4-1 year options to renew.

This form is not a contract; it is only an acknowledgment of your concurrence to the above proposed price. If requested, a cost analysis can be provided for your review documenting proposed cost of service.

Please Note: All contracts with NYS Prevailing Wage Schedules issued on or after 8/1/2010 must contain escalation clauses for wages and supplemental benefits and other related costs dependent upon the annual NYS Department of Labor Published Prevailing Wage Schedules.
All contracts with NYC Prevailing Wage Schedules must contain escalation clauses for wages and supplemental benefits and other related costs dependent upon the NYC Comptrollers Published Prevailing Wage Schedule.

Contract Notes:n\a

If you are in agreement with the proposed price, please sign this form as soon as possible and return by mail or fax. Upon receipt, NYSID will apply to the NYS Office of General Services for price approval if necessary. If you have any questions, please call NYSID Contract Administration at the number below. Please fax or mail to:

New York State Industries for the Disabled, Inc.
ATTN: Vanfonda, Katrina
11 Columbia Circle Drive
Albany, NY 12203-5156

E-mail: kvanfonda@nysid.org
Phone: 518-463-9706
Ext.: 288
Fax: [Staff Assignment Fax]

NYSID Account Representative
Erickson, Sara

Authorized Signature: _____
Printed Name: _____
Job Title: _____
Date: _____

☐ See attached documents in lieu of signed form

FORM 3
Service Cost Summary

Preferred Source Facilitating Entity	NYSID

Project Information

Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
Contact Name	Bobbi Matthews		
Contact Email	bmatthews@albanyairport.com		
Contact Phone Number	518-242-2213		
Contact Street Address	737 Albany Shaker Rd.		
City, State, Zip Code	Albany, NY 12211		
Project Name	Albany County Airport Floor Care		
Proposed Start Date	2/1/2022		

Direct Labor
People working to fulfill contract specifications

Disabled/Blind Labor Job Title	Estimated Number of Employees	Number of Hours	Hourly Wage	Total
Floor Care Janitor ($13.15 + $6.27 + $0.50)	7.00	16,280.00	$ 19.92	$ 324,297.60
NYSPSL	7.00	542.67	$ 19.92	$ 10,809.92
PTO: 16280/2080 = 7.827	7.00	1,314.94	$ 19.92	$ 26,193.53
11 VAC, 3 FLOAT, 1 BD, 6 HOL = 21 Days = 168 Hours				$ -
				$ -
				$ -
FT Supervisor (Daytime)	1.00	2,080.00	$ 27.09	$ 56,347.20
NYSPSL	1.00	69.33	$ 27.09	$ 1,878.24
PTO	1.00	168.00	$ 27.09	$ 4,551.12
FT Supervisor (Overnight)	1.00	2,080.00	$ 25.79	$ 53,643.20
NYSPSL	1.00	69.33	$ 25.79	$ 1,788.11
PTO	1.00	168.00	$ 25.79	$ 4,332.72

Disabled/Blind Labor Total	Total FTE	Total Hours	Total Annual Hours	Total Wages	Direct Disabled Wages Total
	11.6781	22,772.27	1950	$ 483,841.63	$ 483,841.63

Non-Disabled Labor Job Title	Estimated Number of Employees	Number of Hours	Hourly Wage	Total
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -

Non-Disabled Labor Total	Total FTE	Total Hours	Total Annual Hours	Total Wages	Direct Non-Disabled Wages Total
	0.0000	-	1950	$ -	$ -

Total All Direct Labor Wages
$ 483,841.63

Labor Ratio and FTEs

Total Direct Disabled/Blind Labor Hours	22,772.27	DIRECT LABOR WORKFORCE AFFIRMATION (Please select from the drop-down box below)
Total All Direct Labor Hours	22,772.27	The total direct labor workforce involved in this application is comprised of more than 10 FTEs. A minimum of 75% of these employees are blind, severely disabled or visually impaired.
Disabled/Blind Labor Ratio: Percentage Disabled Labor Hours (Total Disabled Direct Labor / Total All Direct Labor Hours)	100.0000%	
FTEs (Direct Disabled Labor)	11.6781	
FTEs (Total Direct Labor)	11.6781	

Preferred Source Facilitating Entity	NYSID

Project Information	Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
	Contact Name	Bobbi Matthews		
	Contact Email	bmatthews@albanyairport.com		
	Contact Phone Number	518-242-2213		
	Contact Street Address	737 Albany Shaker Rd.		
	City, State, Zip Code	Albany, NY 12211		
	Project Name	Albany County Airport Floor Care		
	Proposed Start Date	2/1/2022		

Disabled	I do so affirm the accuracy of the disabled direct labor ratio selected above.	Type or Print Name: Donna Marie Witko Signature: *Donna Marie Witko*

FORM 3
Service Cost Summary

Preferred Source Facilitating Entity	NYSID

Project Information

Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
Contact Name	Bobbi Matthews		
Contact Email	bmatthews@albanyairport.com		
Contact Phone Number	518-242-2213		
Contact Street Address	737 Albany Shaker Rd.		
City, State, Zip Code	Albany, NY 12211		
Project Name	Albany County Airport Floor Care		
Proposed Start Date	2/1/2022		

Indirect Labor
Management, oversight and titles not directly related to specifications.

Indirect Disabled/Blind Labor Job Title	Estimated Number of Employees	Number of Hours	Hourly Wage	Total	
				$ -	
				$ -	
				$ -	
Indirect Disabled Labor Total	**Total FTE**	**Total Hours**		**Total Wages**	**Indirect Disabled Wages**
	0.0000	-		$ -	$ -

Indirect Non-Disabled Labor Job Title	Estimated Number of Employees	Number of Hours	Hourly Wage	Total	
Program Director	1.00	104.00	$ 32.90	$ 3,421.60	
				$ -	
				$ -	
Indirect Non-Disabled Labor Total	**Total FTE**	**Total Hours**		**Total Wages**	**Indirect Non-Disabled Wages**
	0.0533	104.00		$ 3,421.60	$ 3,421.60

Total All Indirect Labor Wages
$ 3,421.60

Total All Wages
$ 487,263.23

Employee Benefits

Fringe Benefits (Article 9 supplemental Benefits paid as a cash benefit)

Benefit Type	Rate	Disabled/ Blind Labor Total	Non-Disabled/ Sighted Labor Total	Total
Workers Compensation	0.0533	$ 25,788.76	$ 182.37	$ 25,971.13
FICA	7.65%	$ 37,013.88	$ 261.75	$ 37,275.64
NYS Paid Family Leave	0.0126	$ 6,096.40	$ 43.11	$ 6,139.52
Life Insurance		$ -	$ -	$ -
Disability	0.025	$ 12,096.04	$ 85.54	$ 12,181.58
Unemployment Insurance	0.035	$ 16,934.46	$ 119.76	$ 17,054.21
MTA Tax (If applicable)		$ -	$ -	$ -
Total Fringe Benefits		$ 97,929.55	$ 692.53	$ 98,622.08

Article 9 Supplemental Benefits

Employee/Job Title	# of Hours	Supplemental Benefit Rate	Disabled/ Blind Labor Total	Non-Disabled/ Sighted Labor Total	Total
Disabled/ Blind Direct			$ -		
Disabled Blind Direct			$ -		
Disabled Blind Direct			$ -		
Non- Disabled/ Sighted Direct				$ -	
Non-Disabled/ Sighted Direct				$ -	
Non-Disabled/ Sighted Direct				$ -	

Preferred Source Facilitating Entity	NYSID

Project Information

Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
Contact Name	Bobbi Matthews		
Contact Email	bmatthews@albanyairport.com		
Contact Phone Number	518-242-2213		
Contact Street Address	737 Albany Shaker Rd.		
City, State, Zip Code	Albany, NY 12211		
Project Name	Albany County Airport Floor Care		
Proposed Start Date	2/1/2022		

Total Supplemental Benefits	$ -	$ -	$ -

Summary

Description	Fringe Benefits (Excluding Article 9 Supplemental Benefits)	Article 9 Supplemental Benefits	Total All Benefits
Disabled/ Blind Labor	$ 97,929.55	$ -	$ 97,929.55
Non- Disabled/ Sighted Labor	$ 692.53	$ -	$ 692.53
Total All Benefits			$ 98,622.08

Total All Wages + Benefits
$ 585,885.31

Insurance

Summary Total Other Insurance

Insurance Type	Cost	Total Insurance
Liability	5.40%	$ 26,312.21
		$ 26,312.21

Preferred Source Facilitating Entity	NYSID

Project Information

Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
Contact Name	Bobbi Matthews		
Contact Email	bmatthews@albanyairport.com		
Contact Phone Number	518-242-2213		
Contact Street Address	737 Albany Shaker Rd.		
City, State, Zip Code	Albany, NY 12211		
Project Name	Albany County Airport Floor Care		
Proposed Start Date	2/1/2022		

Equipment Amortization Costs

Description	Original Cost	Useful Life/Years	Prorated/ Annual Cost	
Subtotal			$ -	Total Equipment Amortization
				$ -

Equipment Operating Costs

Description	Quantity	Price	Total Cost	
Gas and Oil			$ -	
Maintenance			$ -	
Subtotal			$ -	Total Equipment Operating Cost
				$ -

Supplies and Non-Amortized Equipment

Description	Quantity	Price	Total Cost	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
Subtotal			$ -	Total Supplies and Non-Amortized Equipment
				$ -

Other Costs

Description	Quantity	Price	Total Cost	
Subtotal			$ -	Total Other Cost
				$ -

Contract Subtotal
$ 612,197.52

FORM 3
Service Cost Summary

Preferred Source Facilitating Entity	NYSID

Project Information

Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
Contact Name	Bobbi Matthews		
Contact Email	bmatthews@albanyairport.com		
Contact Phone Number	518-242-2213		
Contact Street Address	737 Albany Shaker Rd.		
City, State, Zip Code	Albany, NY 12211		
Project Name	Albany County Airport Floor Care		
Proposed Start Date	2/1/2022		

Overhead and Fees

Description	Rate %		Total Cost	
Administrative Overhead	16.00%		$ 97,951.60	
Subtotal With Overhead			$ 710,149.13	
Preferred Source Fee	4.00%		$ 28,405.97	
Subtotal With Overhead and Fees			$ 738,555.09	Overhead and Fees Total
				$ 126,357.57

Contract Total
$ 738,555.09

Options for Extension

		Term		
Initial Contract Term (In Years)		1		
		Term	Frequency	Annual Total
Options for Extensions		4		$ 738,555.09
	Description	Amount	Frequency	Monthly Total
Cost Escalator (if applicable)				$ 61,546.26

Preferred Source Facilitating Entity	NYSID

Project Information

Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
Contact Name	Bobbi Matthews		
Contact Email	bmatthews@albanyairport.com		
Contact Phone Number	518-242-2213		
Contact Street Address	737 Albany Shaker Rd.		
City, State, Zip Code	Albany, NY 12211		
Project Name	Albany County Airport Floor Care		
Proposed Start Date	2/1/2022		

Direct Labor
People working to fulfill contract specifications

Disabled/Blind Labor Job Title	Estimated Number of Employees	Number of Hours	Hourly Wage	Total
Floor Care Janitor ($13.15 + $6.27 + $0.50)	7.00	16,280.00	$ 19.92	$ 324,297.60
NYSPSL	7.00	542.67	$ 19.92	$ 10,809.92
PTO: 16280/2080 = 7.827	7.00	1,314.94	$ 19.92	$ 26,193.53
11 VAC, 3 FLOAT, 1 BD, 6 HOL = 21 Days = 168 Hours				$ -
				$ -
				$ -
FT Supervisor (Daytime)	1.00	2,080.00	$ 27.09	$ 56,347.20
NYSPSL	1.00	69.33	$ 27.09	$ 1,878.24
PTO	1.00	168.00	$ 27.09	$ 4,551.12
FT Supervisor (Overnight)	1.00	2,080.00	$ 25.79	$ 53,643.20
NYSPSL	1.00	69.33	$ 25.79	$ 1,788.11
PTO	1.00	168.00	$ 25.79	$ 4,332.72

Disabled/Blind Labor Total	Total FTE	Total Hours	Total Annual Hours	Total Wages	Direct Disabled Wages Total
	11.6781	22,772.27	1950	$ 483,841.63	$ 483,841.63

Non-Disabled Labor Job Title	Estimated Number of Employees	Number of Hours	Hourly Wage	Total
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -

Non-Disabled Labor Total	Total FTE	Total Hours	Total Annual Hours	Total Wages	Direct Non-Disabled Wages Total
	0.0000	-	1950	$ -	$ -

Total All Direct Labor Wages
$ 483,841.63

Labor Ratio and FTEs

Total Direct Disabled/Blind Labor Hours	22,772.27	DIRECT LABOR WORKFORCE AFFIRMATION (Please select from the drop-down box below)
Total All Direct Labor Hours	22,772.27	
Disabled/Blind Labor Ratio: Percentage Disabled Labor Hours (Total Disabled Direct Labor / Total All Direct Labor Hours)	100.0000%	The total direct labor workforce involved in this application is comprised of more than 10 FTEs. A minimum of 75% of these employees are blind, severely disabled or visually impaired.
FTEs (Direct Disabled Labor)	**11.6781**	

FORM 3
Service Cost Summary

Preferred Source Facilitating Entity	NYSID

Project Information

Purchasing Agency Name	Albany County Airport Authority	**Application Date**	9/29/2021
Contact Name	Bobbi Matthews		
Contact Email	bmatthews@albanyairport.com		
Contact Phone Number	518-242-2213		
Contact Street Address	737 Albany Shaker Rd.		
City, State, Zip Code	Albany, NY 12211		
Project Name	Albany County Airport Floor Care		
Proposed Start Date	2/1/2022		

Disabled La

FTEs (Total Direct Labor)	**11.6781**	
I do so affirm the accuracy of the disabled direct labor ratio selected above.		Type or Print Name: Donna Marie Witko Signature: *Donna Marie Witko*

Preferred Source Facilitating Entity	NYSID

Project Information				
Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
Contact Name	Bobbi Matthews		
Contact Email	bmatthews@albanyairport.com		
Contact Phone Number	518-242-2213		
Contact Street Address	737 Albany Shaker Rd.		
City, State, Zip Code	Albany, NY 12211		
Project Name	Albany County Airport Floor Care		
Proposed Start Date	2/1/2022		

Indirect Labor
Management, oversight and titles not directly related to specifications.

Indirect Disabled/Blind Labor Job Title	Estimated Number of Employees	Number of Hours	Hourly Wage	Total	
				$ -	
				$ -	
				$ -	
Indirect Disabled Labor Total	**Total FTE**	**Total Hours**		**Total Wages**	**Indirect Disabled Wages**
	0.0000	-		$ -	$ -

Indirect Non-Disabled Labor Job Title	Estimated Number of Employees	Number of Hours	Hourly Wage	Total	
Program Director	1.00	104.00	$ 32.90	$ 3,421.60	
				$ -	
				$ -	
Indirect Non-Disabled Labor Total	**Total FTE**	**Total Hours**		**Total Wages**	**Indirect Non-Disabled Wages**
	0.0533	104.00		$ 3,421.60	$ 3,421.60

Total All Indirect Labor Wages
$ 3,421.60

Total All Wages
$ 487,263.23

Employee Benefits

Fringe Benefits (Article 9 supplemental Benefits paid as a cash benefit)

Benefit Type	Rate	Disabled/ Blind Labor Total	Non-Disabled/ Sighted Labor Total	Total
Workers Compensation	0.0533	$ 25,788.76	$ 182.37	$ 25,971.13
FICA	7.65%	$ 37,013.88	$ 261.75	$ 37,275.64
NYS Paid Family Leave	0.0126	$ 6,096.40	$ 43.11	$ 6,139.52
Life Insurance		$ -	$ -	$ -
Disability	0.025	$ 12,096.04	$ 85.54	$ 12,181.58
Unemployment Insurance	0.035	$ 16,934.46	$ 119.76	$ 17,054.21
MTA Tax (If applicable)		$ -	$ -	$ -
Total Fringe Benefits		$ 97,929.55	$ 692.53	$ 98,622.08

Article 9 Supplemental Benefits

Employee/Job Title	# of Hours	Supplemental Benefit Rate	Disabled/ Blind Labor Total	Non-Disabled/ Sighted Labor Total	Total
Disabled/ Blind Direct			$ -		
Disabled Blind Direct			$ -		
Disabled Blind Direct			$ -		

Preferred Source Facilitating Entity	NYSID

Project Information					
Purchasing Agency Name	Albany County Airport Authority		Application Date	9/29/2021	
Contact Name	Bobbi Matthews				
Contact Email	bmatthews@albanyairport.com				
Contact Phone Number	518-242-2213				
Contact Street Address	737 Albany Shaker Rd.				
City, State, Zip Code	Albany, NY 12211				
Project Name	Albany County Airport Floor Care				
Proposed Start Date	2/1/2022				

Er						
Non- Disabled/ Sighted Direct				$ -		
Non-Disabled/ Sighted Direct				$ -		
Non-Disabled/ Sighted Direct				$ -		
Total Supplemental Benefits			$ -	$ -	$ -	

Summary

Description	Fringe Benefits (Excluding Article 9 Supplemental Benefits)	Article 9 Supplemental Benefits	Total All Benefits
Disabled/ Blind Labor	$ 97,929.55	$ -	$ 97,929.55
Non- Disabled/ Sighted Labor	$ 692.53	$ -	$ 692.53
Total All Benefits			$ 98,622.08

Total All Wages + Benefits
$ 585,885.31

Insurance	Summary Total Other Insurance		
Insurance Type	Cost	Total Insurance	
Liability	5.40%	$ 26,312.21	
		$ 26,312.21	

Preferred Source Facilitating Entity	NYSID

Project Information				
	Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
	Contact Name	Bobbi Matthews		
	Contact Email	bmatthews@albanyairport.com		
	Contact Phone Number	518-242-2213		
	Contact Street Address	737 Albany Shaker Rd.		
	City, State, Zip Code	Albany, NY 12211		
	Project Name	Albany County Airport Floor Care		
	Proposed Start Date	2/1/2022		

Equipment Amortization Costs	Description	Original Cost	Useful Life/Years	Prorated/ Annual Cost	
	Subtotal			$ -	Total Equipment Amortization
					$ -

Equipment Operating Costs	Description	Quantity	Price	Total Cost	
	Gas and Oil			$ -	
	Maintenance			$ -	
	Subtotal			$ -	Total Equipment Operating Cost
					$ -

Supplies and Non-Amortized Equipment	Description	Quantity	Price	Total Cost	
				$ -	
				$ -	
				$ -	
				$ -	
				$ -	
				$ -	
				$ -	
				$ -	
				$ -	
				$ -	
				$ -	
	Subtotal			$ -	Total Supplies and Non-Amortized Equipment
					$ -

Other Costs	Description	Quantity	Price	Total Cost	
	Subtotal			$ -	Total Other Cost
					$ -

FORM 3
Service Cost Summary

Preferred Source Facilitating Entity	NYSID

Project Information				
	Purchasing Agency Name	Albany County Airport Authority	**Application Date**	9/29/2021
	Contact Name	Bobbi Matthews		
	Contact Email	bmatthews@albanyairport.com		
	Contact Phone Number	518-242-2213		
	Contact Street Address	737 Albany Shaker Rd.		
	City, State, Zip Code	Albany, NY 12211		
	Project Name	Albany County Airport Floor Care		
	Proposed Start Date	2/1/2022		

Contract Subtotal
$ 612,197.52

FORM 3
Service Cost Summary

Preferred Source Facilitating Entity	NYSID

Project Information

Purchasing Agency Name	Albany County Airport Authority	Application Date	9/29/2021
Contact Name	Bobbi Matthews		
Contact Email	bmatthews@albanyairport.com		
Contact Phone Number	518-242-2213		
Contact Street Address	737 Albany Shaker Rd.		
City, State, Zip Code	Albany, NY 12211		
Project Name	Albany County Airport Floor Care		
Proposed Start Date	2/1/2022		

Overhead and Fees

Description	Rate %		Total Cost	
Administrative Overhead	16.00%		$ 97,951.60	
Subtotal With Overhead			$ 710,149.13	
Preferred Source Fee	4.00%		$ 28,405.97	
Subtotal With Overhead and Fees			$ 738,555.09	Overhead and Fees Total
				$ 126,357.57

Contract Total
$ 738,555.09

Options for Extension

	Description	Term / Amount	Frequency	
Initial Contract Term (In Years)		Term: 1		
Options for Extensions		Term: 4	Frequency:	Annual Total: $ 738,555.09
Cost Escalator (If applicable)	Description:	Amount:	Frequency:	Monthly Total: $ 61,546.26

AGENDA ITEM NO. 10.4

Extension of Contract No. 409-F with Airport Rates and Charges Consultant January 1, 2022 through December 31, 2022 at the attached fee schedule.

AGENDA ITEM NO: 10. 4
MEETING DATE: December 6, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: FINANCE

Contact Person: ***Michael F. Zonsius, Chief Financial Officer***
Christine Quinn, Legal Counsel

PURPOSE OF REQUEST:

Extension of Contract No. 409-F with Airport Rates and Charges Consultant January 1, 2022 through December 31, 2022 at the attached fee schedule.

CONTRACT AMOUNT:

Budget Amount: $60,000.00
Account String: 41010-71

FISCAL FUNDING:

Federal ___ State ___ Airport √ NA ___

JUSTIFICATION:

The Airport Rates and Charges Consultant (the Consultant) provides servicing related to Airport rate setting including an annual opinion that the rates and charges imposed on airlines are appropriate in accordance with the Signatory Airline Use and Lease Agreement. The Consultant also may be called upon to provide reports in conjunction with the issuance of bonds.

The Airport master bond resolution requires that the Airport utilize the service of an "Airport Consultant" that meets the following definition: "Airport Consultant" means an independent person or firm or corporation (a) not under the control of the Authority or any airline or air carrier landing at the Airport on a routine basis, and (b) who shall have a widely known and favorable reputation for special skill, knowledge and experience in methods of the development, operation and management of airports of the approximate size and character as the proprieties constituting the Airport System.

The retention of LeighFisher Inc. fulfills the need to appoint a firm well qualified to fulfill the role of Airport Consultant.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

PROFESSIONAL SERVICES AGREEMENT

BETWEEN THE

ALBANY COUNTY AIRPORT AUTHORITY

AND

LeighFisher Inc.

FOR THE ALBANY INTERNATIONAL AIRPORT

CONTRACT NO. 409-F

CONTRACT AMENDMENT #10

The PROFESSIONAL SERVICES AGREEMENT dated the ___ day of _____, 2022, by and between the **ALBANY COUNTY AIRPORT AUTHORITY** (the "Authority"), a body corporate and politic constituting a public benefit corporation established and existing pursuant to the Albany County Airport Authority Act enacted by chapter 686 of the laws of 1993 and set forth in Title 32 of the New York Public Authorities Law, having offices at the Administration Building, Room 200, Albany International Airport, Albany, NY, 12211 and **LeighFisher Inc**., (the "Consultant"), having its office and principal place of business at Four Embarcadero Center, Suite 3800, San Francisco, California, 94111, is amended [[ ]] as follows:

R E C I T A L S

1. The County of Albany (the "County") is the owner of the Albany International Airport (the "Airport"), located in the Town of Colonie, County of Albany, State of New York.

2. The County and the Authority have entered into an Airport Lease Agreement, effective as of May 16, 1996, for a term expiring December 31, 2049, whereby the Authority has the exclusive right to operate, maintain and improve the Airport and do anything else permitted by law, subject only to the restrictions and conditions stated in such Airport Lease Agreement and in accordance with applicable law.

3. The Consultant has heretofore submitted a proposal, dated July 15, 2002 (the "Proposal"), for the project entitled Professional Airport Financial Consulting Services.

4. An agreement between the Authority and Consultant for the provision of such services was duly authorized by the Albany County Airport Authority by resolution adopted on September 9, 2002, and such an agreement was entered into effective January 1, 2003 (the "Original Agreement").

5. A Contract Amendment #1 to the Original Agreement was duly authorized by the Albany County Airport Authority by resolution adopted November 5, 2007 and entered into effective November 29, 2007; a Contract Amendment #2 to the Original Agreement was duly authorized by the Albany County Airport Authority by resolution adopted August 4, 2008 and entered into

and effective as of August 1, 2008; a Contract Amendment #3 to the Original Agreement was duly authorized by the Albany County Airport Authority by resolution adopted April 6, 2009 and entered into and effective as of April 15, 2009; a Contract #4 to the Original Agreement was duly authorized by the Albany County Airport Authority by resolution adopted November 1, 2010 and entered into and effective as of November 2, 2010; a Contract Amendment #5 to the Original Agreement was duly authorized by the Albany County Airport Authority by resolution adopted November 5, 2012 and entered into and effective November 4, 2012; Contract Amendment #6 to the Original Agreement was duly Authorized by the Albany County Airport Authority November 2, 2015 and entered into and effective as of January 1, 2016; Contract Amendment #7 to the Original Agreement was duly Authorized by the Albany County Airport Authority February 6, 2017 and entered into and effective as of January 1, 2017; Contract Amendment #8 to the Original Agreement was duly Authorized by the Albany County Airport Authority February 8, 2019 and entered into and effective as of January 1, 2019; Contract Amendment #9 to the Original Agreement was duly Authorized by the Albany County Airport Authority May 3, 2021 and entered into and effective as of January 1, 2021.

6. John F. Brown Company, Inc. was assigned to Jacobs Consultancy Inc. effective August 9, 2007 by way of the Assignment Agreement dated September 30, 2007 and approved by the Authority on November 5, 2007. Jacobs Consultancy Inc. was assigned to LeighFisher Inc. effective November 4, 2012 by way of the Contract Amendment #4.

7. The Authority and Consultant now desire to enter into this contract amendment (the "Contract Amendment No. 10") which was duly authorized by the Albany County Airport Authority by resolution adopted on [[ ]], 2022.

8. LeighFisher's current standard billing rates and bankable feasibility study terms and conditions are attached and incorporated as Attachment A.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

ARTICLE 1 – TERM OF AGREEMENT

The term of this Amendment shall be from January 1, 2022 to December 31, 2022, including all end-of-year services in connection with the 2023 Airline Rates and Charges Settlement and Revenue Sharing Transfer Calculation. All other terms and conditions of the Original Contract, Contract Amendment No. 1, Contract Amendment No. 2, Contract Amendment No. 3, Contract Amendment No. 4, Contract Amendment No. 5, Contract Amendment No. 6, Contract Amendment No. 7, Contract Amendment No. 8 and Contract Amendment No. 9 remain unchanged.

IN WITNESS WHEREOF, this Agreement has been executed by the Authority, acting by and through the Chairman of the Authority, and the Consultant, by and through a duly authorized officer has executed this Agreement effective the day and year first above written.

ALBANY COUNTY AIPORT AUTHORITY

BY: _____
Samuel A. Fresina
Chairman

LEIGHFISHER INC.

BY: _____
William M. Romzick
Manager of Projects

==========

STATE OF NEW YORK
) SS.:
COUNTY OF ALBANY

On the _____ day of _____, 2022, before me personally appeared **SAMUEL A. FRESINA,** to me known, to be the person who executed the above instrument, who, being duly sworn, did depose and say that he resides in the County of Albany, that he is the Chairman of the Albany County Airport Authority, the public benefit corporation described in, and which executed the foregoing instrument in the name of the Albany County Airport Authority pursuant to a resolution adopted by the Albany County Airport Authority on [[ ]], 2022; and that he signed his name thereto by like authorization.

_____
Notary Public

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF OHIO
COUNTY OF HAMILTON

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 2022, by _____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

(Seal) Signature _____

Attachment A

Leigh|Fisher

2018 Standard Billing Rates Schedule
LeighFisher – U.S. Aviation Division

Title	Rate ($/hr)
Directors	280 - 325
Associate Directors	240 - 280
Principal Consultants	200 - 260
Senior Consultants	180 - 220
Consultants	140 - 180
Analysts	120 - 160
Technical Advisors and Contractors	100 - 325
Administrative, Graphics, and Support	80 - 120
Interns	110

Professional services will be billed at rates by individual within the above ranges.

Out-of-pocket expenses for transportation and subsistence, reproduction of reports, express delivery, and other services and materials will be billed in addition at actual cost.

Billing rates are subject to change annually.

January 1, 2018

Attachment A

GENERAL CONDITIONS REGARDING FINANCIAL STUDIES FOR PUBLIC OFFERINGS

With regard to services to be provided by LeighFisher in connection with the Authority's proposed issuance of airport revenue bonds, the following general conditions shall apply:

A. **Use of Reports**

Any draft or preliminary reports prepared by us are to be used solely for the internal purposes of the Authority, for discussion and coordination with members of the Authority's financing team, and, subject to our consent, for review by rating agency or other bond credit analysts. Any such draft or preliminary reports are not to be made available to any other party or to be used for securing financing or for any other purposes.

Our final report may be included in an official statement or other offering circular to be posted in connection with the proposed issuance of bonds. Provided that we are satisfied as to the validity of the report, we will consent to such inclusion of the report as of the date of such official statement or offering circular provided that:

1. The report with attachments, assumptions, and financial exhibits is included in its entirety in any such official statement or offering circular.

2. We approve in advance any reproduction of our report or part thereof or any reference to the report or to LeighFisher included in the official statement or offering circular or transmitted to other parties.

Any information quoted or abstracted from the report and reproduced in the official statement or offering circular will make appropriate reference to (1) the sources for and assumptions underlying such information, as described in the report, (2) the qualification of any such quoted or abstracted information by the report in its entirety, and (3) the need for the report to be read in its entirely for an understanding of the information and the underlying assumptions.

B. **Information Sources**

The data, information, and assumptions used to develop the financial forecasts will be derived from published information and other appropriate sources, which will be described in our report. We will not assume responsibility for the accuracy of such data, information, and assumptions.

C. **Achievability of Forecasts**

Any financial forecast is subject to uncertainties. Inevitably, some assumptions used to develop the forecasts will not be realized, and unanticipated events and circumstances may occur. There will be differences between the forecast and actual results, and those differences may be material. Therefore, we cannot provide any form of assurance that the forecasts will be achieved. Our report will contain statements drawing attention to these uncertainties and a disclaimer to the effect that neither LeighFisher nor any person acting on our behalf makes any warranty, express or implied, with respect to the information, assumptions, forecasts, opinions, or conclusions disclosed in the report.

D. **Authority Representations**

Before we issue our final report, we will require a letter from an authorized representative of the Authority stating that airport management (1) has made available to us all documents, records, and other information that it is aware of and believes to be relevant to the financial forecasts; (2) believes such information to be accurate and reliable; (3) has reviewed our report and believes that it appropriately discloses those key factors upon which the future financial results of the airport will depend; (4) has reviewed the assumptions underlying the forecasts and agrees that they are reasonable, appropriate, and reflect management's expected course of action during the forecast period; and (5) agrees that, in management's judgment, the forecasts present fairly the expected financial results of the airport.

E. **Project Costs and Schedule**

Before we issue our final report, we may require written opinions from the Authority's legal counsel, professional engineers, or consultants, as appropriate, stating that the projects and improvements to be financed will comply with applicable regulations and that the estimated costs and schedule for the planned projects and improvements are reasonable and achievable.

F. **No Obligation to Update Report**

Our final report will be dated as of the date we complete our work. We will have no responsibility or obligation to update the final report or to revise the associated financial forecasts to reflect events, transactions, or changes in circumstances occurring after the date of the report. We will not issue any supplementary letter, certificate, or other form of comfort or assurance regarding the effects of any such subsequent events, transactions, or changes in circumstances on the information or opinions presented in our report or summarized in the official statement or offering circular.

G. **No Contingent Fees**

Neither our fees nor the payment thereof will be contingent upon the results of our work or upon the Authority obtaining the proposed financing.

H. **Authority to Be Represented by Registered Municipal Advisor**

The Authority will be represented by a municipal advisor registered pursuant to the Securities and Exchange Act and will rely on the advice of such registered municipal advisor regarding the structuring, terms, and issuance of the proposed bonds. LeighFisher will be independent of such registered municipal advisor and accordingly will be exempt from the municipal advisor definition established by the Act with respect to the proposed bonds. The information and opinions presented in our report will not constitute municipal advisor advice or recommendations within the meaning of the Act.

AGENDA ITEM NO. 10.5

Negotiations Professional Services Contract:

Contract No. S-21-1101 Design Services for Pavement Condition Index (PCI) report with McFarland Johnson

AGENDA ITEM NO: 10.5
MEETING DATE: December 06, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT:

Contact Person: ***John LaClair, P.E. Chief Engineer***

PURPOSE OF REQUEST:

Negotiations Professional Services Contract:

Contract No. S-21-1101 Design Services for Pavement Condition Index (PCI) report with McFarland Johnson

CONTRACT AMOUNT:

Base Amount: ***N/A***

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes √ No NA
Funding Account No.: ***N/A***

AWARD CONDITIONS MET:

Apprenticeship N/A DBE Y MWBE N/A

Service Disable Veteran Owned Business (SDVOB) N/A

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal ***90%*** **State** ***5%*** **Airport** ***5%*** **NA**
Term of Funding: ***2021-2023***
Grant No.: ***<pending>*** **State PIN:** ***<pending>***

JUSTIFICATION:

Authorization is requested to negotiate for Professional Services Contract S-21-1101 Design Services programmed for the new Pavement Condition Index (PCI) report. The RFQ evaluations committee met and discussed each proposal. Each committee member completed the evaluation score sheet with the criteria outlined in the RFQ document. The firm receiving the highest score and recommendation for award is the design firm of McFarland Johnson of Saratoga, New York. Subsequent prospective contract award is contingent upon Board approval of negotiated fee established following grant guidelines.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

AGENDA ITEM NO: 10.5
MEETING DATE: December 06, 2021

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES ✓ NA_____

PROCUREMENT DEPARTMENT APPROVAL:

Procurement complies with Authority Procurement Guidelines and Chief Financial Officer has approved. **YES ✓ NO_____.**

BACK-UP MATERIAL: ***Certified Bid Table***

Contract #S-21-1101

Professional Engineering Services for Airport Pavement Condition Index Update

Company Name	CHA Consulting, Inc.	CT Male Associates	Passero Associates	McFarland Johnson	C&S Companies

I, Bobbi Matthews, certify that this proposal acknowledgment is a true copy of the submittals received for the proposal (RFQ) above.

Albany Airport Authority Purchasing Department

Katie Kane,
Deputy Purchasing Agent

Sworn to before me this 18th day of November 20 21.

Notary Public

JENNIFER A. MUNGER
Notary Public, State of New York
No. 01MU6246332
Qualified in Schenectady County
Commission Expires Aug. 08, 2023

AGENDA ITEM NO. 11

Authorization of Change Orders

AGENDA ITEM NO. 11.1

Construction Contract: Authorization to Award Change Order No. 1 to Contract S-20-1075FP Terminal Fire Alarm Replacement to Hewitt & Young Electric

AGENDA ITEM NO: 11.1
MEETING DATE: December 6, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Planning and Engineering*

Contact Person: *John LaClair, P.E., Chief Engineer*

PURPOSE OF REQUEST:

Construction Contract: *Authorization to Award Change Order No. 1 to Contract S-20-1075FP Terminal Fire Alarm Replacement to Hewitt & Young Electric*

CONTRACT AMOUNT:

Base Amount	*$1,447,500.00*
Change Order #1:	*132,606.00**
Amended Contract:	*$1,580,106.00*

**Pending approval at this meeting.*

BUDGET INFORMATION:

Anticipated in Current ALB Capital Plan: Yes ✓ No ___ NA
Funding Account No.: *CPN 2002*

AWARD CONDITIONS MET:

Apprenticeship ✓ *DBE N/A* *MWBE ✓*

Service Disable Veteran Owned Business (SDVOB) ✓

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal *0%* **State** *0%* **Airport** *100%*
Term of Funding: *2021-2022*
Grant No.: *N/A* **STATE PIN:** *N/A*

JUSTIFICATION:

Request for authorization of Change Order No. 1 for Contract S-20-1075-FP for Terminal Fire Alarm Replacement to Hewitt & Young Electric of Rochester, NY in the amount of $132,606.00 (PFC funded). The additional items of work include field engineering and testing of existing mechanical systems for compatibility with new alarm system, supplying and installing new modules where existing modules failed or did not exist to maintain the

AGENDA ITEM NO: 11.1
MEETING DATE: December 6, 2021

fire protection system currently in place while the new system is installed. A temporary system was installed for elevator #12, which was recently rehabilitated to make it code compliant to get a Certificate of Occupancy. The controls for the Terminal exhaust fans and the Terminal annunciator will have additional remote control access to an area readily accessible to the ARFF, to allow faster and safer emergency response without entering the building.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

FINAL AGREEMENT SUBJECT TO APPROVAL BY COUNSEL: YES ✓ NA

PROCUREMENT DEPARTMENT APPROVAL:

Procurement complies with Authority Procurement Guidelines and Chief Financial Officer has approved. **YES ✓ NA**

BACK-UP MATERIAL:

Please refer to the attached Change Order #1 for Contract. 20-1075-FP.

AIA® Document G701/CMa™ 1992

Change Order - Construction Manager-Adviser Edition

PROJECT *(Name and address):*
Terminal Fire Alarm
Albany County Airport Authority
737 Albany Shaker Road
Albany, New York 12211

CHANGE ORDER NUMBER: 001
INITIATION DATE: 11-26-21

OWNER ☐
CONSTRUCTION MANAGER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

TO CONTRACTOR *(Name and address):*
Hewitt & Young Electric
520 Livingston Avenue
Albany, N.Y. 12206

PROJECT NUMBER: 20-1075-FP
CONTRACT DATE: 04/12/2021
CONTRACT FOR: Terminal Fire Alarm

THE CONTRACT IS CHANGED AS FOLLOWS:

1. [CN-001] Field engineering and testing to identify incompatible existing systems [Add $60,197.00]
2. [CN-002] Supply Lighting Protection Module for ACAA office [Add $4,516.00]
3. [CN-003] Additional relays for RTU's in Concourse C [Add $2,454.00]
4. [CN-004] Install Smoke Dampers and Tampers to maintain roof hatch system [Add $5,460.00]
5. [CN-005] Install Monitor outside elevator #11 in Concourse C [Add $1,693.00]
6. [CN-006] Install monitor for AED on third floor [Add $3,248.00]
7. [CN-007] Installation of addressable controls for North Garage Pedestrian Bridge [Add $3,595.00]
8. [CN-008] Tamper switch monitor outside first floor MDF room [Add $1,693.00]
9. [CN-009] Relocate annunciator and controls for exhaust hatches [Add $44,750.00]
10. [CN-010] Install temporary module for elevator #12 in Concourse A [Add $5,000.00]

The original Contract Sum was	$ 1,447,500.00
Net change by previously authorized Change Orders	$ 0.00
The Contract Sum prior to this Change Order was	$ 1,447,500.00
The Contract Sum will be increased by this Change Order in the amount of	$ 132,606.00
The new Contract Sum including this Change Order will be	$ 1,580,106.00

The Contract Time will be increased by twenty one (90 calendar) days.
The date of Substantial Completion as of the date of this Change Order therefore is February 28, 2022.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

CONTRACTOR *(Firm name)*		OWNER	
Hewitt & Young Electric		Albany County Airport Authority	
ADDRESS 520 Livingston Avenue Albany, N.Y. 12206		ADDRESS 737 Albany Shaker Road Albany, N.Y. 12211	
BY *(Signature)*		BY *(Signature)*	
(Typed name)	DATE:	*(Typed name)* Philip F. Calderone, Esq.	DATE:

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AGENDA ITEM NO. 12

Authorization of Federal and State Grants

AGENDA ITEM NO. 13

Emergency Procurement Approvals by CEO – Informational Only

AGENDA ITEM NO. 14

Adoption of Budget 2022 in the amount of $68,008,794 and authorization to transfer $197,386 from the Authority to the Albany County Airport Authority OPEB Trust.

AGENDA ITEM NO: 14
MEETING DATE: December 6, 2021

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: FINANCE

Contact Person: ***Michael F. Zonsius, Chief Financial Offi***cer

PURPOSE OF REQUEST:

Adoption of Budget 2022 in the amount of $68,008,794 and authorization to transfer $197,386 from the Authority to the Albany County Airport Authority OPEB Trust.

BACKUP MATERIALS:

- ***Attached Budget 2022 Memo to Finance Committee including:***
  - ***Introduction***
  - ***Economic Drivers***
  - ***Significant Assumptions;***
  - ***Budgeted Staff Positions;***
  - ***Summary of Revenues and Expenses***
  - ***Airline Rates & Charges;***
  - ***Projected 2021 End of Year Settlement with Airlines;***
  - ***Adoption of 2022 Budget;***

- ***Please refer to Budget 2022 for the Year Beginning January 1, 2022***

JUSTIFICATION:

On November 15, 2021, the ACAA Finance Committee met and approved revisions to the preliminary budget that are incorporated therein. The Authority's Airline Rates & Charges consultant has also reviewed the budgetary data and airline rates and charges for consistency with the Airline Use and Lease Agreement and the Master Bond Resolution.

FINANCE COMMITTEE RECOMMENDATION:

Recommend adoption of the 2022 Operating Budget.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend adoption of the 2022 Operating Budget.

TO: ACAA Board Members

FROM: Michael F. Zonsius, CFO

Date: November 17, 2021

RE: Adoption of 2022 Operating Budget

INTRODUCTION

Draft #1 and Draft #2 of the Preliminary 2022 Budget was provided electronically to the ACAA on or around September 14 and October 6th, respectively. An updated final version was subsequently provided on or around October 28th and discussed at an ACAA Finance Committee Meeting held on November 15. As a result of these meetings, revisions were made, the results of which are shown as follows:

	Draft #1 2022 Budget Sept 14, 2021	Revision	Draft #2 2022 Budget Oct 6, 2021	Revision	Final 2022 Budget Oct 28,2021
Operating Rev-Airport	$36,426,094	($ 792,103)	$35,633,991	$ -	35,633,991[(1)]
Operating Rev-FBO	8,195,193	1,560,169	9,755,362	-	9,755,362
	44,621,287	768,066	45,389,353	-	45,389,353
Other Revenue	4,724,892	49,602	4,774,494	-	4,774,494
CARES Act	5,091,757	-	5,091,757	-	5,091,757
Contributed Capital	13,241,694	-	13,241,694	488,504	12,753,190
	67,679,630	817,668	68,497,298	488,504	68,008,794
Operating Exp-Airport	32,571,113	(451,093)	32,120,020	-	32,120,020
Operating Exp-FBO	7,002,615	1,564,508	8,567,123	-	8,567,123
	39,573,728	1,113,415	40,687,143	-	40,687,143[(2)]
Debt Service	10,083,525	(63,325)	10,020,200	-	10,020,200
Capital Expenditures	13,149,244	3,732,000	16,881,244	(239,438)	16,641,806
	62,806,497	4,782,090	67,588,587	(239,438)	67,349,149
	$ 4,873,133	**($3,964,422)**	**$ 908,712**	**($ 249,066)**	**$659,645**

[(1)]Amount is net of $1,583,110 in revenue sharing.

[(2)]Operating Expenses by Entity (see Exhibit B for itemization by expense type)

AvPorts	$26,149,542
Million Air	8,567,123
Albany County Airport Authority	5,970,478
	$40,687,143

ECONOMIC DRIVERS

There are three airport economic drivers; enplanements, operations, and cargo. The primary economic driver is enplanement activity, which affects parking and concession revenues, and ultimately airline revenue (landing fees, terminal and apron rents, and passenger boarding fees). To a much lesser extent, the general aviation operations (landing or takeoff) will affect Fixed Based Operator (FBO) revenue vis-a-vie fuel purchases. Cargo is the third airport economic driver the will influence cargo aircraft landing and apron revenue.

Due to the pandemic, enplanements have obviously been affected, but are anticipated to increase in 2022. Based on the latest available information, 2022 enplanement levels are projected at 1,200,000, an increase of 260,000 enplanements from Budget 2021. Accordingly, the budget has been prepared using this increased projection.

	2021 Budget	2022 Budget	Variance incr/(decr)	Percentage incr/(decr)
Enplanements	940,000	1,200,000	160,000	17.02%
Operations	50,000	50,500	50,500	1.00%
Cargo (tons)	21,500	23,800	2,300	1.1%

SIGNIFICANT ASSUMPTIONS

As follows are the significant assumptions that were used in the completion of Budget 2022:

	Actual 2020	Budget 2021	Projected 2021	Budget 2022
Statistics				
Enplanements	520,029	940,000	940,000	1,200,000
Operations (L/TO)	42,679	43,113	44,300	50,500
Airline Revenue				
PAX Landed Weight (,000)	910,057	1,131,819	1,166,334	1,335,000
Cargo Landed Weight	172,000	169,391	172,000	177,000
Terminal Airline Space (sqft)	91,484	91,484	91,484	91,484
Apron Area (sqft)	549,948	505,472	530,372	530,372
Non-Airline Revenue				
Parking Revenue	$5,474,391	$10,214,901	$8,732,338	$11,530,770
Rental Car Revenue	2,471,572	2,998,600	3,700,000	4,794,000
Concession – Food & Bev	401,308	451,200	474,000	780,000
Concession – Retail	413,953	404,200	717,000	744,000
Advertising	158,536	150,000	208,862	150,000

BUDGETED FULL TIME STAFF POSITION

Personnel salaries and wages accounts for the highest percentage of operating expenses, and as follows, are the position counts, for the three entities included within this budget:

	Budgeted Staffed Positions		
	2021 Budget	incr/(decr)	2022 Budget
AvPORTS, LLC	156	9	165
Million Air	33	-	33
ACAA	23[1]	-	23
	212	9	221

[1] Position added in B2021

Position Changes are as follows:

Added: AvPorts, LLC – Airfield, Airport Maintenance Tech	2 @	$34,642
Added: AvPorts, LLC – Terminal, Custodial Supervisor	1	$51,417
Added: AvPorts, LLC – Parking, Parking Assistant	2	$33,379
Added: AvPorts, LLC – Parking, Parking Supervisor	1	$48,097
Added: AvPorts, LLC – Operations, Operations Officer	3	$37,471

SUMMARY OF REVENUES AND EXPENSES

Airport Operating Revenue $40,725,749

2022 Budget Revenues are budgeted to increase $3,298,958 from the prior year's budget.

Airfield Charges, $7,646,161

Airfield Charges predominantly include airline and cargo landing fees ($5,295,000), apron fees ($783,937) and revenues generated from property leases.

Terminal Rentals, $5,698,266

Terminal Rental fees for airlines ($4,205,863), TSA, and other non-airline tenants. Terminal fees also include rent for Passenger Boarding Bridges.

Ground Transportation, $11,904,933

Revenue derived from parking operations ($11,530,770) and Transportation Network Carriers (UBER/Lyft) ($175,000).

Concessions, $6,834,011

Fees charges for rental car services ($4,794,000), food and beverage ($780,000), retail ($744,000) and advertising ($150,000).

Other Airport, $3,550,621

Lease revenue derived from land, building, and hangars.

Airport Operating Revenue $40,725,749, continued

CARES Act, $5,091,757
In 2021, the Authority was awarded $5,091,757 in Coronavirus Response and Relief Supplemental Appropriation (CRSSA) Act funding which is anticipated to be collected in its entirety in Budget 2022.

Airport Operating Expense, $32,120,020
As in the previous year, the Airport operating activities have been separated from those of the FBO activities. The segregation allows for a better financial understanding of each entity based on its own activities.

Total Budget 2022 Airport Budget Expenses increased $2,306,303 from the prior year, largely because of increased passenger activity. Airport operating expense includes all expenses that relate to the day-to-day operations of the airport and comprise; Personnel Salaries, Wages and Benefits; Utilities & Communications, Purchased Services, Materials & Supplies, Offices, Administration and Noncapital Equipment.

Personnel Salaries, Wages and Benefits, $16,187,471
Similar to other types of service provider industries, Personnel Salaries, Wages and Benefits comprises the largest portion, or 50.4% of the operating budget. In comparison with the prior year, it was 50.1% of the operating budget. Employee Benefits are combined with Personnel Salaries and Wages as these costs are a necessary and direct cost for each employee. Total benefit costs are 54.7% of total salaries and wages (53.8% in B2021).

Utilities & Communication, $1,980,690
Utilities & Communications expenses include those for electrical, natural gas, and telephone services, and, internet and cable television.

Purchased Services, $5,497,939
Purchased (Contractual) Services include those fees for risk management, legal, appraisal, engineering, advertising and janitorial.

Materials & Supplies, $5,080,195
Materials & Supplies are commodity type expenses consumable within one year that include, snow removal/deicing materials, lighting supplies, runway painting supplies, fire retardant foam, and supplies for vehicles/equipment and building maintenance.

Office/Administration, $1,914,723
Office/Administration expenses include computer hardware & support, payroll services, office supplies, outside printer services, and office equipment rental.

Non-Capital $1,459,000
Non-Capital Equipment includes expenditures for equipment that is below a $50,000 threshold or does not qualify as a capital expenditure

FBO Operating Revenue, $9,755,362

Total Budget 2022 FBO Revenue increased $1,348,490 or 16.0% from the prior year.

FBO Revenues, $9,755,362

FBO Revenues are derived from the operation of the Fixed Base Operator (FBO) and includes fess for the fueling ($5,505,780) and deicing of aircraft ($1,833,422).

FBO Operating Expenses, $8,567,122

Total Budget 2022 FBO Expense increased $846,512 or 11.0% from the prior year.

FBO Cost of Goods Sold (COGS), $5,283,468

FBO COGS are for the purchase of JetA ($3,140,100) and AvGas fuels ($340,100) and aircraft deicing materials ($1,429,954).

FBO Expenses, $3,283,654

FBO Expenses include Salaries and Other Employee Benefits, Utilities, Services, Material & Supplies, and Office Expenses.

Other Income, $4,774,494

Total Budget 2022 Other Income decreased $22,398 or (0.46%) from the prior year.

Other Income, $4,774,494

Other Income predominantly includes Passenger Facility Charge revenue derived from enplaned passengers ($3,640,402) at $4.50 per enplanement. Also included is interest revenue, $709,292.

Debt Service, $10,020,200

Debt Service includes principal and interest on seven (7) series of outstanding Authority bond debt issues, in addition to bond issuance cost.

Capital Expenditures, $16,641,806

Capital expenditures are expenditures for infrastructure, equipment, and rehabilitations that generally have a useful life of greater than five (5) years.

Contributed Capital, $12,753,190

Contributed capital includes those grant funds received for the reimbursement of capital expenditures.

AIRLINE RATES AND CHARGES

Budget 2022 will result in Airline Capital Contribution of $2,838,616. Funds remaining for Revenue Sharing between the Signatory Airlines and the Airport will be $3,166,221 of which $1,583,111 will go to the Airlines, $1,183,111 will go to the Authority and $400,000 will be used to fund the anticipated cost of Air Service Incentive Program costs. The 2022 Operating Budget provides for a debt service coverage ratio of 1.58, an increase of 0.12 from the budgeted prior year.

PROJECTED 2021 END OF YEAR SETTLMENT WITH AIRLINES

Based upon revenues and expenses compiled through September 30, 2021, the estimated 2021, revenues to be shared between the Airlines and the Airport Development is approximately $453,696, the Airlines share is approximately $226,748 and the Airport Development share is a negative (Pay back) $173,252. The projected settlement amount is still subject to change based upon actual results through the remainder of the year.

ADOPTION OF 2022 OPERATING BUDGET

Based upon all of the above, the 2022 Operating Budget is recommended for adoption at the December 6, 2021 Board Meeting resulting in the imposition of the proposed Airline rates and charges on January 1, 2022. The 2022 Budget will require on going monitoring and management during the course of 2022 and may require revision to address significant adverse developments. Upon adoption of the budget, Airline Rates and Charges can only be adjusted during the year under more limited circumstances which include: provisions for adjustment if revenues from rates and charges are projected to be off by more than ten (10) percent; a provision for adjustment if debt service coverage is projected to be less than one-hundred-twenty- five (125) percent of net revenues; or in accordance with a financing resolution adopted by the Authority.

Albany County Airport Authority

Annual Budget
for the
Year Beginning January 1, 2022

Adopted December 6, 2021



A component unit of the County of Albany,
Located in the Town of Colonie, New York

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Airport Operating Revenues				
03 Airfield	$5,944,943	$7,742,102	$7,750,202	$7,646,161
07 Terminal	5,657,599	6,285,486	6,612,622	5,698,266
11 Ground Transportation	5,719,988	10,589,115	8,944,757	11,904,933
15 Concessions	3,749,264	4,369,764	5,456,819	6,834,011
23 Other	3,440,122	3,440,323	3,546,849	3,550,621
25 CARES Act	10,914,551	5,000,000	4,363,325	5,091,757
	35,426,467	37,426,790	36,674,573	40,725,748
Airport Operating Expenses				
Salaries Expense	(9,045,923)	(9,710,309)	(8,876,788)	(10,464,754)
Other Employee Expenses	(4,873,484)	(5,224,757)	(5,391,442)	(5,722,717)
Utilities	(1,697,444)	(2,019,385)	(2,073,590)	(1,980,690)
Purchased Services	(4,531,383)	(4,807,397)	(4,484,161)	(5,497,939)
Material & Supplies	(5,121,850)	(4,545,281)	(4,400,450)	(5,080,195)
Office/Administration	(1,963,816)	(1,872,088)	(1,695,252)	(1,914,723)
Non-Capital Equipment	(452,338)	(1,634,500)	(1,877,423)	(1,459,000)
	(27,686,238)	(29,813,717)	(28,799,107)	(32,120,020)
	7,740,229	7,613,072	7,875,466	8,605,729
FBO Revenues				
	6,307,407	8,406,872	7,928,508	9,755,362
Cost of Good Sold (FBO)	(2,674,283)	(4,430,033)	(3,542,057)	(5,283,468)
	3,633,124	3,976,839	4,386,451	4,471,894
FBO Expenses				
Salaries Expense	(1,393,355)	(1,512,599)	(1,356,992)	(1,522,540)
Other Employee Expenses	(561,338)	(489,129)	(586,543)	(490,731)
Utilities	(68,810)	(78,872)	(98,700)	(78,872)
Purchased Services	(521,276)	(603,616)	(553,053)	(573,734)
Material & Supplies	(406,786)	(439,756)	(344,711)	(461,122)
Office/Administration	(128,982)	(166,605)	(152,735)	(156,655)
	(3,080,547)	(3,290,578)	(3,092,735)	(3,283,655)
	552,577	686,261	1,293,716	1,188,239
Other Expenses	(986,104)	-	-	-
Other Income	2,676,182	4,796,892	5,147,874	4,774,494
Debt Service	(11,066,097)	(10,130,800)	(11,819,269)	(10,020,200)
Capital Expenditure	(36,531,663)	(17,611,944)	(10,000,000)	(16,641,806)
Contributed Capital	35,993,440	14,986,944	8,033,114	12,753,190
	(9,914,242)	(7,958,908)	(8,638,281)	(9,134,322)
	(9,914,242)	(7,958,908)	(8,638,281)	(9,134,322)
	$(1,621,437)	**$340,425**	**$530,902**	**$659,646**

Revenue Sharing provided to the Signatory Airlines is $228,172 and $1,583,110 for Projected 2021 and Budget 2022, respectively. For detailed revenue sharing information, please see Page 8-25.

CARES Act funding is shown as an Airport Operating Revenue on this page only. Elsewhere in this document it will be shown as Other Income in Section 5.

Albany County Airport Authority
Albany, New York

Chairman
Samuel A. Fresina

Board Members
Lyon M. Greenberg, M.D.
Steven H. Heider
Kevin R. Hicks, Sr.
Thomas A. Nardacci
Sari M. O'Connor
John-Raphael Pichardo

Chief Executive Officer
Philip F. Calderone, Esq.

Chief Financial Officer
Michael F. Zonsius, CPA, AAE

Chief Accountant
Margaret Herrmann

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December 6, 2021

Samuel A. Fresina, chairman;
Board Members, Albany County Airport Authority;
Philip F. Calderone, Esq;
Fellow Employees:

Presented herewith is the annual budget for the Albany County Airport Authority as approved by the Board on December 6, 2021.

This budget incorporates the operations of two companies that operate under cost recovery/ reimbursement agreements with the Authority: AFCO AvPORTS Management, LLC (d/b/a AvPORTS), responsible for the daily operations of the Airport; and, REW Investments, Inc., (d/b/a Million Air-ALB) responsible for the daily operations of the Fixed Base Operation (FBO).

This budget document is divided into six components: Budget Message, Department Overview and Detail, Debt Service, Capital Budget, Rates & Charges and Supplemental Information.

BUDGET OVERVIEW

Recovery has begun. Although affects of COVID-19 are still noticeably present, the Authority has begun a period of transition to pre-pandemic operations. The year 2020 had enplanements of approximately 520,000, a draconian decrease from 2019's 1,520,000 enplanements. As vaccines became available in early 2021, enplanements began a moderate increase to approximately 78 percent of 2019 levels in August 2021.

Budget 2022 was prepared based on 1,200,000 enplanements, an approximate 79 percent level of 2019 enplanement activity. With this number of enplanements, the combined operating revenues of the airport and the FBO are budgeted at $50,481,110, an increase of $4,647,448 from Budget 2021. Combined operating expense are budgeted at $40,687,143, an increase of $3,152,815 from Budget 2021.

The COVID-19 pandemic made readily apparent the difficulty in financial/budget management of an airport that results from having disproportionate variable revenues versus fixed costs. Approximately 75 percent of the airports revenue is variable based directly on the number of airport passengers, i.e. revenues derived from parking, concessions, and rental cars. As passengers in/decrease, so does 75 percent of the airport's corresponding revenue. Unlike the revenues however, the costs of operating the airport are predominantly fixed, attributable largely to personnel expenses. Regardless of the number of passengers, the number of personnel, their salaries and wages, and benefits remain the same or moderately increase with annual pay adjustments. To address this issue, the Authority's action is to diversify its revenue portfolio with non-aviation fixed revenue streams including off-airport leasing and development.

Lessening the impact of decreasing operating revenues is the additional in CARES Act (CRRSA) funding. This funding is used for both salary and debt service and has been budgeted for receipt of $5,091,757 in 2022.

These are uncertain times; however, Staff are steadfast in our efforts to maintain a safe airport and assure this airport's financial survivability for many years to come.

OVERVIEW AND ECONOMIC CONDITIONS

The economic barometers of the airport - enplanements, operations and cargo tonnage - have been adjusted to reflect the recovery to pre-pandemic levels, expected recovery to Pre-COVID levels is not expected until 2024:

	Enplanements	Operations	Cargo Tonnage
2015	1,297,749	60,001	19,373
2016	1,407,434	64,731	18,692
2017	1,417,835	64,160	18,740
2018	1,466,706	63,541	18,896
2019	1,518,969	60,748	20,009
2020	520,029	43,745	21,163
2021P	940,000	44,300	22,800
2022P	1,200,000	50,500	23,800

OVERVIEW AND ECONOMIC CONDITIONS, continued

The best measurement of a region's economy is the unemployment rate. As shown below, the unemployment rate remained stable for the past six years. However, there has been a noticeable uptick due to the COVID-19 crisis.

	Capital Region	State of New York	United States
2015	4.1%	4.8%	5.0%
2016	4.1	4.8	4.7
2017	4.1	4.6	4.1
2018	3.5	4.0	3.9
2019	3.5	3.9	3.6
2020	5.4	8.7	6.7
2021, Jul	4.8	7.6	5.4

Source: U.S. Bureau of Labor Statistics

PROFILE

The Albany International Airport ("ALB") is categorized by the Federal Aviation Administration ("FAA") as a small hub airport and comprises 1,164.9 acres. The Airport is served by five legacy, two ultra low cost passenger carriers and two cargo carriers with enplanements as follows:

	2019	2022E
Enplanements		
Allegiant	78,107	61,705
American	312,378	246,781
Delta	250,816	198,147
Frontier	60,804	48,035
JetBlue	92,149	72,798
Southwest	488,147	385,640
United	230,996	182,489
Others (Charters)	5,572	4,405
	1,518,969	1,200,000

During the third week in January 2020 (pre-pandemic) and October 2021, the number of weekly passenger scheduled flights to 19 total destinations are shown as follows:

	Weekly Departures Jan 2020	Weekly Departures Oct 2021
1. Atlanta	20	20
2. Baltimore	26	26
3. Charlotte	19	21
4. Chicago - Midway	12	9
5. Chicago - O'Hare	40	42
6. District of Columbia - Dulles	21	27
7. District of Columbia - National	33	21
8. Denver (seasonal)	-	4
9. Detroit	25	25
10. Fort Lauderdale	10	7
11. Fort Meyers	4	-
12. Myrtle Beach (seasonal)	-	2
13. Newark	31	14
14. Orlando	27	14
15. Orlando - Sanford	2	2
16. Philadelphia	30	28
17. Punta Gorda	2	2
18. Tampa	9	1
19. Tampa - St. Pete	2	2
	313	267

Air cargo services are provided primarily by two cargo carriers as follows:

	FY2019 Cargo	FY2020 Cargo	FY2021E Cargo
Cargo (in tons)			
FedEx	8,705	12,125	9,300
United Parcel Service	9,303	14,460	12,000
Others	2,200	1,938	2,200
	20,008	**28,523**	**23,500**

ALB's Primary Air Trade Area comprises an area within a 60 to 70 mile radius of the Airport. This area encompasses a total of 13 counties, including the Albany-Schenectady-Troy Metropolitan Statistical Area (MSA), with the New York counties of Albany (the county in which the Airport is located), Saratoga, Schenectady, Schoharie, and Rensselaer; the Glens Falls MSA, with the New York counties of Warren and Washington; the additional New York counties of Columbia, Fulton, Greene, Montgomery; Berkshire County, Massachusetts; and Bennington County, Vermont. The Airport is the sole provider of commercial service in the air trade area.

PROFILE, continued

The Primary Air Trade Area Population has remained relatively the same in the past five years as follows:

	Primary Air Trade Area Population
2014	1,386,645
2015	1,385,661
2016	1,382,901
2017	1,387,354
2018	1,381,063
2019	1,376,503

The area includes over 31 employers with more than 1,000 employees, the largest employer being the State of New York with approximately 52,000 employees. The area includes 33 colleges and universities, 16 general-care hospitals, and offers a rich variety of cultural, recreational, educational resources, and activities.

FINANCIAL POLICIES

Financial policies, provided later in this section, set forth the basic framework for the overall fiscal management of the Authority. Operating independently of changing economic circumstances and conditions, these policies help the decision-making process of the Authority Board and administration. These policies provide guidelines and guidance for evaluating both current activities and proposals for future activities and programs.

Most of the policies represent long-standing principles (i.e. traditions and practices) that have guided the Authority for most of its existence. These traditions and practices have been further defined and refined over the past twenty-five plus years and have helped maintain the fiscal and financial stability in both the community and its government.

A guiding principle and policy is that of a balanced budget whereby current revenues equal or exceed current expenses.

Fiscal policies were designed to formalize and memorialize many of the traditions and practices that have long been followed; more clearly define the fiscal discipline of the Authority; and set standards to be maintained in the future. Within this context, it also compiles, assembles, and references the various policies that the Authority Board had previously formally adopted that bear clear fiscal and financial ramifications.

It has been identified that there are certain things that an Authority needs to do to protect itself and succeed, including:

- Maintain strong fiscal management
- Build cash reserves
- Maximize strengths
    - Good location
    - Transportation advantages
    - Strong fiscal management
- Minimize uncertainty
- Establish policy predictability
- Invest in the infrastructure that the Authority needs to succeed

The Authority Board has long incorporated these activities and practices in its planning and budgetary processes. This practice has arguably been beneficial for the financial well-being of the community and the Authority itself.

BUDGET PROCESS

The Public Authorities Reporting Information System (PARIS) is an online reporting system that allows the Authority to enter its budget information and submit reports to both the Authorities Budget Office and the Office of the State Comptroller, as required by law. Budget Reports are due sixty days prior to the start of the fiscal year.

New York Public Authorities Law requires the Authority make certain information is available online on its website. Posted website information must include:

- Mission Statement; and,
- Current Activities; and,
- Annual Financial Reports; and,
- Current Budget; and,
- Audit Report.

BUDGET PROCESS, continued

Budget Adoption The budget is adopted by resolution of the Authority Board.

Budget Calendar The FY2022 budget process is provided later in this section.

The Budget was discussed with the Board on three occasions:

1. In September a Draft #1 budget is provided to the Board.

2. On November 15th Draft #2 was presented and discussed with the Finance Committee.

3. On December 6th the budget was formally adopted.

After the final approval, the budget is filed with

- Public Authority Reporting Information System
- The ALB website
- Submitted to the GFOA Distinguished Budget Presentation Program.

Budget Amendment The Budget may be amended during the year. In the event the Authority recognizes such an occurrence, the budget is amended by resolution approved by the Board .

Budget Monitoring The independent monitoring of the budget continues throughout the fiscal year for management control purposes. Monthly financial statements comparing budget to actuals are presented to all senior staff and Board members for review.

REVENUES

Total revenues, both airport and FBO, are shown as follows:

	Actual	Budget	Variance
2016	$48,264,917	$48,506,026	$241,109
2017	50,466,988	50,178,852	(288,136)
2018	53,417,253	50,964,901	(2,452,352)
2019	51,732,939	53,926,386	2,193,446
2020	41,733,874	53,762,544	(12,028,670)
2021*	44,603,081	45,833,662	1,230,581
2022*	na	50,481,110	na

*estimated/budgeted

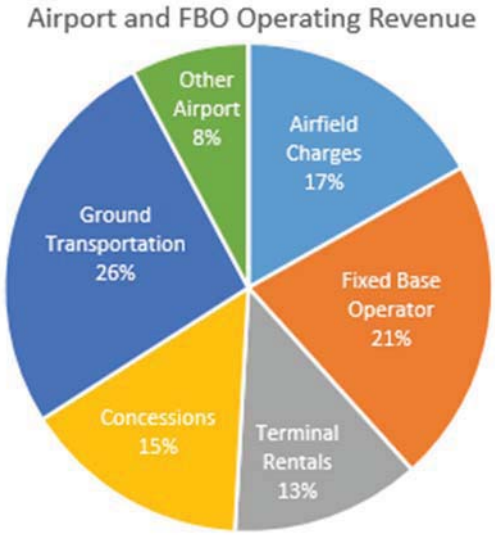
Budgeted 2022 Airport Revenue (not including FBO) increased $3,298,958 from Budget 2021, largely as result of increased enplanement activity driving both ground transportation and concession revenue.

More so than in prior years, the financial activities of the Airport have been segregated from those activities of the Fixed Based Operator. This segregation allows the reader to better understand the financial activities of each, on an individual basis. Segregated Airport and FBO actual revenues (not including CAREs Act Funding are shown as follows:

	Airport	FBO	Total
2016	$39,964,697	$ 8,300,220	$48,264,917
2017	41,894,529	8,572,459	50,466,988
2018	42,989,900	10,427,353	53,417,253
2019	41,306,048	10,426,891	51,732,939
2020[(1)]	24,511,916	6,307,407	30,819,323
2021[(1)] *	32,311,248	7,928,508	40,239,756
2022[(1)] *	35,633,991	9,755,362	45,389,353

[(1)] Does not include CARES Act funding.
* Budgeted/Projected

Budgeted 2022 FBO Revenue increased $1,826,854 from the prior year's budget as a result anticipated increases in general aviation activity and the cost of fuel sold, the largest contributor of FBO revenue, that is passed on to the customer.



REVENUES, continued

As shown on the prior page, Ground Transportation, including parking, comprises a total of 26 percent of total revenues. Airline revenue, airfield charges (17 percent) and terminal rentals (13 percent) comprise a total 30 percent of the budget.

EXPENDITURES

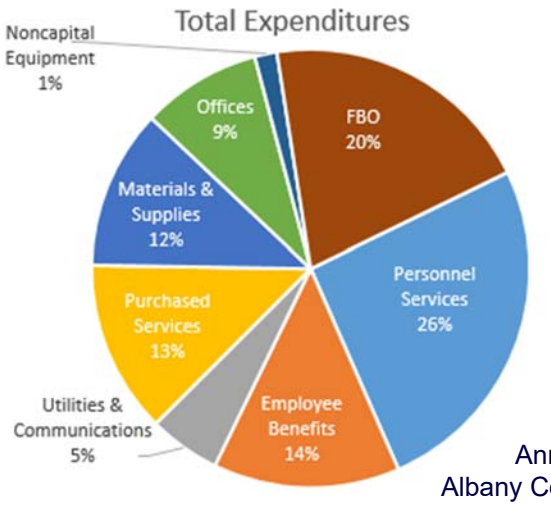
Operating expenditures, those expenses related to the day-to-day operations of the Airport such as personnel, contractual services, and commodities. As mentioned in the Budget Overview, these expenditures are predominantly fixed and do not change all that much from year-to-year as shown below:

	Actual	Budget	Variance
2016	$31,521,233	$33,233,707	$1,712,474
2017	33,373,689	34,248,113	874,424
2018	36,935,812	35,450,398	(1,485,414)
2019	39,772,833	38,065,674	1,707,159
2020	33,441,068	38,790,993	(5,349,925)
2021*	35,433,899	37,534,328	2,100,429
2022*	na	40,687,143	5,253,245

* Projection/Budget

The $3,152,815 increase in the 2022 budgeted expenses is primarily due to salary, full and part-time position, increases ($681,830), public safety increases ($500,000), fuel costs ($430,100), deicing materials ($436,940), health insurance (258,451), building maintenance ($228,650), other professional services ($225,000), and HVAC ($119,000).

Similar to other airports, the Authority has the largest portion of its expenses (26% + 14% = 40.0%) attributable to personnel salaries, wages, payroll taxes and fringe benefits as shown below:



Like revenues, Airport and FBO actual expenses are segregated and shown as follows:

	Airport	FBO	Total
2016	$24,761,660	$ 6,759,573	$31,521,233
2017	26,136,362	7,237,327	33,373,689
2018	28,284,518	8,651,294	36,935,812
2019	31,312,534	8,460,299	39,772,833
2020	27,686,238	5,754,830	33,441,068
2021*	28,799,107	6,634,792	35,433,899
2022*	32,120,020	8,567,123	40,687,143

* Projection/Budget

PERSONNEL

Nine positions will be added in the 2022 Budget and all full time positions have been budgeted as follows:

		Filled 2020	Budget 2021	Budget 2022
10	Airfield [1]	26	27	29
20	Terminal	35	35	36
	Control Tower	2	2	2
21	Loading Bridges	2	2	2
30	Parking	40	36	39
41	Operations	14	14	17
42	ARFF	21	21	21
43	Security	4	4	4
50	Vehicle Maintenance	11	11	11
59	Airport Management Admin.[1]	3	4	4
		158	156	165
60	FBO Commercial (Airline)	10	10	10
61	FBO General Aviation	20	20	20
69	FBO Administration	3	3	3
		33	33	33
71	Authority Administration	22	22	23
		22	22	23
		213	211	221

1 One Administrative Assistant allocated in 0.5 Dept 10 and 0.5 Dept 59 is not included in 2020 count.

Requested Positions

10	Airfield	Airport Maintenance Tech	2
20	Terminal	Custodial Supervisor	1
30	Parking	Parking Assistant	2
30	Parking	Parking Supervisor	1
41	Operations	Operations Officer	3
			9

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) identifies all capital expenditures and their respective legal and regulatory funding sources within a five year time-frame. Capital expenditures are in excess of at least $50,000 depending upon the asset category and have a useful life of greater than one year. The expenditures include replacement of rolling stock, building and infrastructure repairs, and contributions for grant-funded projects.

Prudent financial and budget management mandates the segregation and isolation of not only operating from capital funds, but the related cash inflow and cash outflow as well. It is imperative that segregation occur between operating from capital funds and also important that certain capital funds be segregated as well for statutory or other legal requirements.

DEBT SERVICE

Debt service has remained relatively stable over the last five years. The payments not including Passenger Facility Charges (PFC's) applied for the last five years is shown below. There is a notable decrease in the 2021 budgeted amount due to the maturity of the Series 2010A bonds.

	Debt Service
2017	13,058,076
2018	11,539,797
2019	11,643,027
2020	11,066,097
2021	11,819,269
2022	10,020,200

In August 2021, $580,000 of Series 2017A (non-AMT) bonds were defeased. This transaction was completed to pay back bond funds that were used to refurbish the old Airport Administration offices that are now being occupied by a private entity.

In November 2019, in conjunction with a bond refunding issue, the Authority received ratings of "A3" and "A", from Moody's and Standard & Poor's, respectively. In assigning this rating, Moody's specifically cited the Authority's fundamental strength of the relatively small New York State capital region service area economy, and the airport's diverse carrier mix, near complete Origin & Destination composition with limited competition and relatively low cost per enplanement (CPE) levels. These ratings are indicative of the conservative and responsible fiscal management of the Authority.

Current bond ratings area as follows:

Moody's	A3	Stable
S&P Global Ratings	A-	Stable

Before issuing new debt, the Authority carefully reviews its own financial position, and its ability to repay new debt issues with the least impact on the airlines. New issues are often structured in recognition of our existing debt obligations and when those obligations are retired.

The debt service schedule for the next five years is as follows:

Year Ending December 31	Principal	Interest	Total
2022	6,685,000	3,335,200	10,020,000
2023	7,020,000	3,002,650	10,022,650
2024	7,280,000	2,653,400	9,933,400
2025	7,625,000	2,291,250	9,916,250
2026	8,030,000	1,910,000	9,940,000

USE OF ESTIMATES

Both budgeted revenues and expenditures are estimated based on historical trends and, when applicable, underlying assumptions. Underlying assumptions may include enplanements, aircraft landed weights and aircraft operations.

BASIS OF BUDGETING

As a Proprietary Fund, the Authority uses a flow of economic resources, which is similar to the accrual basis of accounting with the below noted exceptions:

- Revenues are budgeted in the period they are earned and measurable:
- Expenses are budged in the period in which the liability was incurred:
- Depreciation of assets is not budgeted
- Capital outlay is budgeted as an expense not the year purchased;
- Principal payments are budgeted as an expense rather than a reduction to the liability.

GAAP FINANCIAL STATEMENTS

The Authority has adopted December 31 as its fiscal year end and issued its first financial statements in 1994. An audited comprehensive annual financial report has been issued each year thereafter. The Authority's financial statements are prepared on an accrual basis of accounting in accordance with generally accepted accounting principles (GAAP) promulgated by the Governmental Accounting Standards Board (GASB). The 2020 financial statements are available at www.albanyairport.com.

The Authority operates as a single enterprise fund. Enterprise funds distinguish operating revenues and expenses from non-operating items in accordance with the flow of economic resources measurement focus and the accrual basis of accounting. All assets, liabilities, net position, revenues, and expenses are accounted for through a single enterprise fund with revenues recorded when earned and expenses are recorded at the time liabilities are incurred. Capital assets are capitalized (except land) and depreciated over their useful lives. Funds are restricted for debt service and, where applicable, for construction projects.

DISTINGUISHED BUDGET PRESENTATION AWARD

For the Budget Year Beginning, January 1, 2021, the Government Finance Officers Association of the United States and Canada (GFOA) has presented the nineteenth Distinguished Budget Presentation Award to the Albany County Airport Authority.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of only one year. We believe this current budget continues to conform to program requirements, and its submission to GFOA will determine eligibility for a subsequent award.

ACKNOWLEDGEMENT

I would like to express my appreciation for the contributions of Ms. Margaret Herrmann for her efforts in the preparation of this document in a coherent manner for all to read and digest.

The publication of this budget would not occur without the efficient and dedicated services of all the members of the Authority's Finance Department, plus those from AvPORTS and Million Air, who contributed to the process.

I would also like to thank Mr. Philip Calderone, Authority CEO, and the members of the Board for their support in planning and conducting the financial operations of the Authority in a responsible and progressive manner. Without their leadership and ongoing support, preparation of this report could not be have been accomplished.

Respectfully submitted,

Michael F. Zonsius, AAE, CPA
Chief Financial Officer

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Albany County Airport Authority

New York

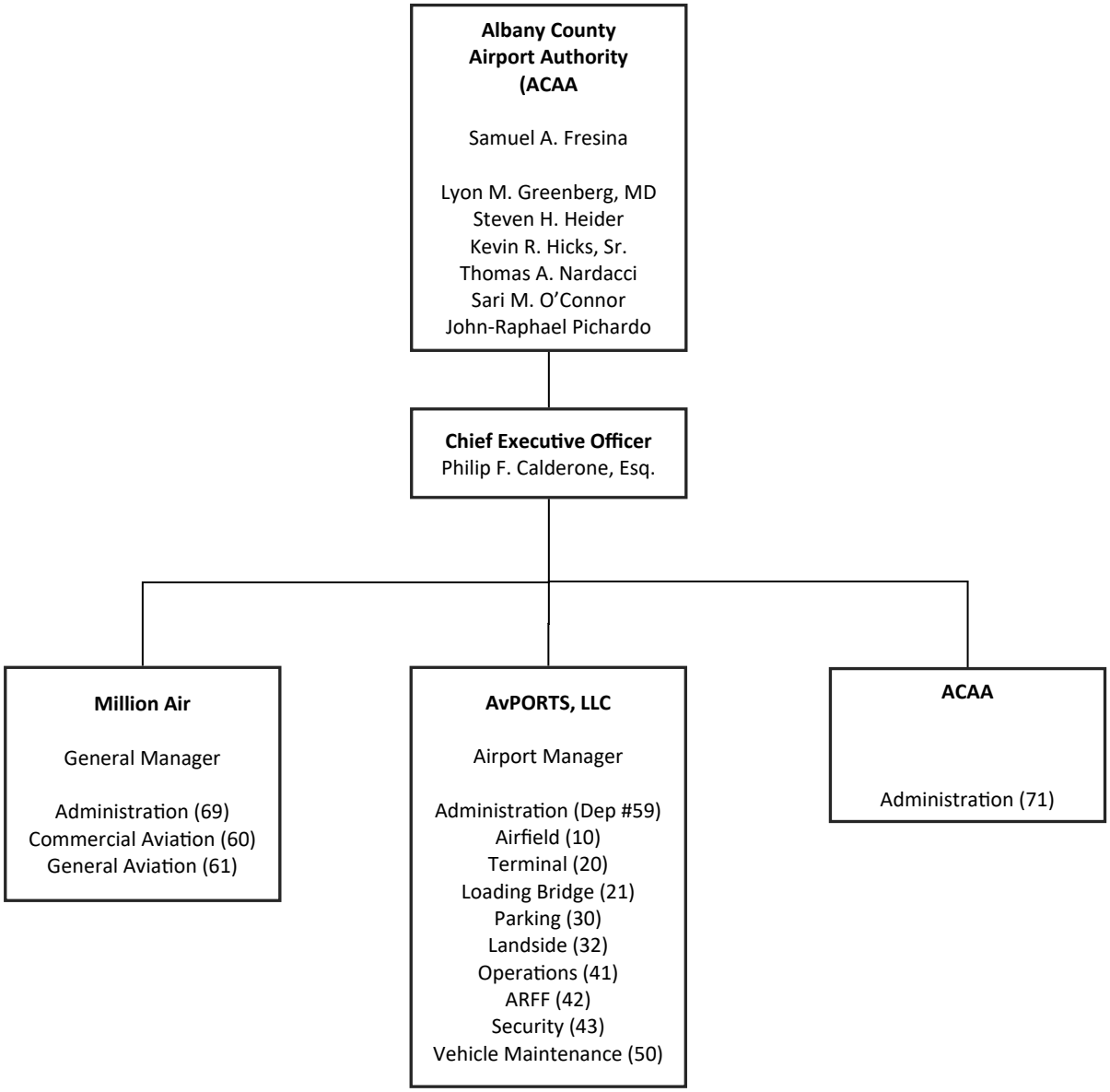
For the Fiscal Year Beginning

January 1, 2021

Christopher P. Morrill

Executive Director

ORGANIZATION CHART



Number in parenthesis represents department number.

ORGANIZATION

The Albany County Airport Authority is a body corporate and politic constituting a public benefit corporation established and existing pursuant to the Albany County Airport Authority Act, Title 32 of Article 8 of the New York Public Authorities Law. The State of New York (State) created the Authority in 1993 in order to promote the strengthening and improvement of the Airport, to facilitate the financing and construction of the Terminal Improvement Project (TIP) and as well the subsequent capital improvement programs, and give the Authority the power to operate, maintain and improve the Airport.

The Authority is governed by seven board members, four members appointed by the majority leader of the County of Albany (County) Legislature and three members by the County Executive, all with approval of the County Legislature. The Authority board members are appointed for a term of four years or until a successor is appointed, except that any person appointed to fill a vacancy will be appointed to serve only the unexpired term.

Samuel A. Fresina
Chairman of the Board

Kevin R. Hicks, Sr.
Vice Chair

Steven H. Heider
Secretary

Lyon M. Greenberg, MD
Treasurer

Sari M. O'Connor

Thomas A Nardacci

John-Raphael Pichardo

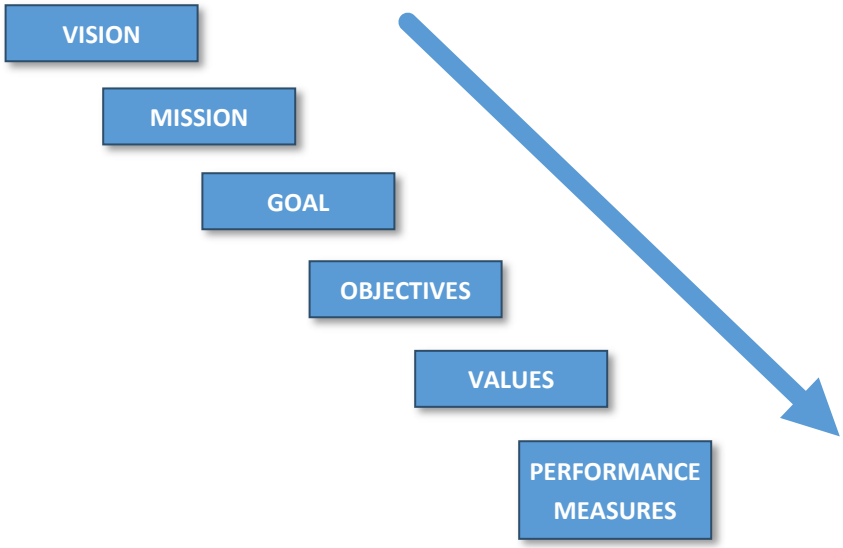
Philip F. Calderone, Esq
Chief Executive Officer

STRATEGIC PLAN

The Public Authorities Reform Act of 2009 introduced a requirement that Public Authorities adopt a mission statement and performance measurements. During 2010, the Albany County Airport Authority adopted a new Mission Statement and related Performance Measurements. The Albany County Airport Authority adopted Mission Statement Performance Measurements that at the time, were consistent with the recommendations found in the Transportation Research Board ACRP Report 19—Development and Airport Performance Measurement System issued in 2010 and sponsored by the Federal Aviation Administration. Since then, having had time to, digest and interpret the performance measures, the Authority has pared down the number of these measures to those that are priorities and readily and objectively identifiable.

The Authority continues to develop and refine its plans and programs with regard to its infrastructure, terminal and hangar buildings, equipment and staffing to maintain acceptable levels of service to its customers. The Authority has developed programmed schedules for vehicle and equipment replacements. Similarly, it has developed the Pavement Management Program in order to maintain runways, taxiways and aprons to an acceptable service level. Similar programs have been and are being developed for other components of the Authority's infrastructure.

The Authority's Strategic Plan is used as a source for the department's annual goals and is provided later in this section. The purpose of this plan is to identify and prioritize the issues facing the Albany International Airport and address those issues within the context of creating the annual budget. Provided that the Authority's vision, mission, goal, objectives, and values remain cogent for the Authority, the next step is to devise strategies to accomplish those goals and objectives.



At the department level, performance measures were developed to assess whether the Authority was successful in meeting its goals and objectives. As shown in the Supplemental Information Section of this budget report, are those performance measures.

As a matter of practice and for public review, the Authority prepares the performance measurements each year and incorporates them into both the annual financial report and the annual budget.

VISION
The Authority's vision statement is a measurable statement describing the future results the Authority seeks to achieve. The Authority's vision for Albany International Airport is to provide an exemplary airport in which to visit, travel, and work.

MISSION
The Authority's mission statement is a broad statement of what the Authority has been charged to accomplish and why. The Authority's mission is to provide adequate, safe, secure and efficient aviation and transportation facilities at a reasonable cost to the people. To accomplish our mission we will:

- Provide world-class, customer-oriented transportation services at Albany International Airport;
- Promote airline, cargo, business, and general aviation services at Albany International Airport by providing quality airport facilities;
- Operate the airport and provide services in the most cost-effective manner;
- Foster inter-modal transportation;
- Implement the airport's Capital Improvement Plan; and,
- Maintain financial security.

GOAL
The Authority's goal for the airport is derived from its mission and vision for the airport and describes the enduring end state desired for the airport. The Authority's goal for Albany International Airport is:

- To be widely recognized as the best airport of its size in the Northeast as well as an innovative model for a facility with vitality, enthusiasm, friendliness, competence, and efficiency.

OBJECTIVES
The Authority's objectives describe the outcomes required to accomplish the goal. The Authority's objectives in operating the airport are:

- To promote safe, secure, efficient and economic air transportation by preserving and enhancing Airport capacity.
- To acquire, construct, reconstruct, continue, develop, equip, expand, improve, maintain, finance, and operate aviation and other related facilities and services.
- To stimulate and promote economic development, trade and tourism.
- To form an integral part of a safe and effective nationwide system of airports to meet the present and future needs of civil aeronautics and national defense, and to assure inclusion of the Authority's facilities in state, national, and international programs for air transportation and for airway capital improvements.
- To ensure that aviation facilities shall provide for the protection and enhancement of the natural resources and the quality of the environment of the state and the capital district area.

VALUES
The Authority's values describe how the Authority will conduct itself, both internally and externally, when engaging in business activities. The Authority's values are:

- Responsiveness – being proactive; having a bias for action and sense of urgency in getting things done; anticipating the needs of tenants and passengers by taking fast action to surpass their expectations; encouraging tenant and passenger input.
- Integrity – possessing a commitment to doing the right things right, with consistent adherence to the highest professional standards; keeping commitments to our tenants, passengers, employees, and others.
- Innovation – dedicating ourselves to learning and growing; constantly searching for better ways to get the job done; using our collective imagination effectively to solve problems for our tenants, passengers and employees; going beyond perceived boundaries to get desired results.
- Teamwork – recognizing that every board member, employee, volunteer, tenant and others are important to the complete satisfaction of Albany International Airport; feeling personally responsible for successful outcomes; treating everyone with respect; communicating regularly, directly and honestly with our board members, employees, volunteers, tenants and others.

Strategic Plan

Strategy	Goal	Key Initiatives	Result
22-01 Ensure Long Term Financial Security	Provide the Albany International Airport ("ALB") with the financial resources to meet operational needs and meet all debt service obligations.	Maintain appropriate financial reserves.	✈ Maintain at lease a 125% debt service coverage of net revenues. ✈ Maintain its A3 / A– Bond Rating from Moody's and S&P Global Ratings , respectively. ✈ Maintain a minimum two-month operating reserve.
		Enforce cost saving measures—improve purchasing processes, assess and identify savings at service levels and cost/benefit analysis.	✈ Implement cost saving plans. ✈ Identify Savings.
		Increase non-aeronautical revenue.	✈ Identify new revenue streams. ✈ Generate new busines at ALB.
22-02 Promote Customer Service	Ensure ALB provides world-class customer service.	Promote Albany International Airport to international and domestic airlines to increase air service.	✈ Increase non-stop destinations. ✈ Increase flight frequency.
		Evaluate customer service needs based on changing demographics of traveling public.	✈ Increase concession revenues. ✈ Increase passenger activity.
		Review roles and responsibilities for customer service between airlines and other Airport businesses.	✈ Identify service responsibilities. ✈ Increase customer service.
20-03 Strengthen Relationships	Strengthen Albany International Airport's effectiveness through interdepartmental relationships and alliances with regional businesses, public agencies, governmental units and airlines.	Encourage internal teamwork.	✈ Improve effectiveness through cross department communications, coordination and sharing.
		Strengthen partnerships with Federal and State agencies.	✈ Improve communications and integration of efforts with Federal and State agencies.
		Strengthen partnerships with the regional business communities.	✈ Improve coordination efforts between ALB and the regional business communities
		Build public support of Albany International Airport policies and initiatives through proactive communication and public relations outreach activities.	✈ Improve communications at ALB's policies and programs. ✈ Increase support of ALB's positions and activities.

Strategic Plan

Strategy	Goal	Key Initiatives	Result
20-04 Utilize employee experience and knowledge to adjust to changing business needs	Ensure Albany International Airport acquires/retains employees with ability, experience and knowledge to fulfill its mission	Ensure employee wages and benefits are competitive.	✈ Ensure Airport is competitive in the marketplace and able to attract and retain quality talent.
		Expand employee training programs.	✈ Enhance employee knowledge and skill development in every department.
		Design and integrate leadership development process.	✈ Leadership that supports organizational goals. ✈ Preserve organizational knowledge.
		Build public support of Albany International Airport policies and initiatives through proactive communication and public relations outreach activities.	✈ Improve communications at ALB's policies and programs. ✈ Increase support of ALB's positions and activities.
20-05 Utilize new technology	Improve performance, increase productivity and deliver cost effective services.	Establish strategic investments in new equipment and technology based on current industry standards.	✈ Upgrade equipment and electronic technology that improves productivity.
		Evolve server equipment to virtual server technology.	✈ Lower energy maintenance, hardware and disaster recovery costs ✈ Greater efficiency and productivity ✈ Lower capital and operational technology costs.
		Distribute software updates, patches and new programs electronically.	✈ Complete updates and installations. ✈ Produce greater productivity and security.
		Evaluate common use system and support services at ALB.	✈ Common use systems upgraded.

Performance Measurements

Area of Measurement	Performance Measure	Perfomance Measure Component	Final 2017	Final 2018	Final 2019	Final 2020	Budget 2022
Safety	Employee Accidents and incidents	Construction Injuries Time Injury Rate	28	14	15	15	12
	Airfield Violations	Runway Incursions	0	0	0	1	0
		Runway Condition FAA Compliance	0	0	0	0	0
		Inspection Discrepancies	9	3	3	4	0
Security	Security Incidents and Violations	Security Badge Breaches:					
		Letters of investigation	1	1	0	0	0
		Violations	1	0	0	1	0
Financial	Revenue Management	Total Airline Revenue per enplaned passenger	$9.33	$9.72	$7.97	$19.57	$9.74
		Total Non-Airline Revenue per enplaned pax (passenger)	$24.54	$24.93	$26.16	$39.69	$34.59
		Total Revenue per enplaned pax	$38.07	$39.41	$39.48	$85.40	$44.33
	Cost Performance	Operating Cost per enplaned pax	$8.22	$8.58	$7.89	$19.22	$10.93
		Airport Cost per enplaned pax	$6.57	$6.57	$5.90	$16.30	$8.44
	Debt Management	Debt Service Coverage Ratio	1.61	1.44	1.78	1.30	1.71
		Debt per enplaned pax	$56	$64	$64	$161	$52
	Liquidity	Days Unrestricted Cash on Hand	252	261	294	292	242
Operational	Aircraft Delays caused by Airport	Number of Aircraft Delay caused by Airport or Runway Closings	2	0	0	0	0
	Aircraft Delays caused by FBO	Number of Aircraft Fueling Delays	14	36	27	15	15
Customer Service	Service Quality	Terminal Cleanliness Concessions Quality and Variety (5 is the highest)	note 1	4.5	4.7	note 1	note 1
	Customer Satisfaction	Customer Survey Results (5 is the highest)	note 1	4.5	4.6	note 1	note 1
Environmental Sustainability	Environmental Compliance	Violations Identified by Regulatory Agency De-Icing Material Discharge Frequency and Severity of Spills:					
		SPDES violations	0	0	0	0	0
		DEC violations	0	0	0	0	0
	Noise	Noise Levels/Noise Complaints	14	36	11	40	
People	Employee Satisfaction	Employee Turnover					
		AFCO/AvPORTS	14.1%	15.4%	15.4%	14.3%	12.0%
		Million Air FBO	24.0%	19.0%	19.0%	9.0%	10.0%
		ACAA	0.0%	0.0%	0.0	0.0%	0.0%
	Workforce Diversity	Minority Representation in Workforce	24.4%	33.0%	22.4%	20.7%	

* The increase in 2020 and 2022 is due to the large decrease in the enplanements (denominator) due to the COVID-19 pandemic

Note 1—An insufficient number of customer satisfaction survey were conducted to report on this performance measure.

FINANCIAL POLICIES

Guidelines
The budget process and format shall be performance based and focused on goals, objectives and performance indicators.

The budget will provide adequate funding for operation and maintenance of the Airport buildings and property, and replacement of capital equipment, construction, reconstruction and development at the Airport.

Balanced Budget
The budget should be balanced whereby current revenues equal to or greater than current expenditures.

Strategies to accomplish this balance include cost efficiencies, personnel efficiencies, increasing or implementing fees to match program expenses, fund balance usage (if available), and service reduction (if needed).

Budget Amendments
The adopted budget represents a business plan covering all Airport operations for the upcoming year.

If the plan needs to be significantly modified during the year the proposed revisions to the plan, together with their financial impact on either revenues or expenses, are presented to the Authority Board for review and approval.

No amendments have been enacted during the year 2021.

Budget Monitoring
The independent monitoring of the budget continues throughout the Fiscal Year for management control purposes.

Operating statements comparing actual financial results to budgets are reported monthly by the Chief Financial Officer and distributed to Board members, senior management and all key employees. Quarterly and annual financial reports are posted on the Authority's website – www.albanyairport.com.

Performance Measurements
Performance measurements are developed based on program objectives that tie to the Airport's vision, mission and values.

Performance measurements measure program results or accomplishments to provide good comparisons over time.

Performance measurements are monitored and used in decision-making processes.

Planning
The Authority will develop a five-year capital plan every five years commencing September 1, 1995.
Each five-year plan must be approved by the Albany County Legislature.

The five-year plan will include estimated operating costs and revenues for future capital improvements.

Capital Improvement Policies
Capital projects that will be made during the current budget year should be detailed by project and type of work.

Progress projections for the five-year capital plan will be updated on a yearly basis.

The Authority will identify the estimated costs and potential funding sources for each capital project proposal.

The Authority will determine the least costly financing method for all new projects.

The Authority will maintain all its assets at a level adequate to protect the Airport's capital interest and minimize future maintenance and replacement costs.

Debt Policy
The Authority will manage its current and future debt service requirement to be in compliance with all bond covenants.

The Authority will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.

The Authority will maintain communications with bond rating agencies regarding its financial condition and will follow a policy of full disclosure.

The Authority, when applicable, will determine if the financial market place will afford the opportunity to refund an issue and lessen its debt service costs.

The Authority shall attempt to limit total debt outstanding to no more than $100 per enplanement.

The Authority will not go over its legal debt limit of $285 million.

FINANCIAL POLICIES, continued

The Authority will comply with its Derivative Policy which limits the use of derivative financial products to capital financing.

The Authority will comply with its Variable Rate Debt Policy which limits the use of net permanent variable rate debt to twenty percent of total debt outstanding.

Revenue Policy

The Authority will estimate and project its annual revenues by an objective and analytical process, as practical, on a yearly basis.

The Authority will maintain a diversified and stable revenue system to shelter it from unforeseeable short-run fluctuations in any one-revenue source.

The Authority will maintain sufficient revenues to pay all expenditures incurred for the operations and maintenance at the Airport.

Rates and Charges

The Authority and the airlines have negotiated a Use and Lease Agreement that became effective on January 1, 2016 to establish how the airlines that signed the agreement will be assessed annual rates and charges for their use of the Airport. Rates and charges are established annually. The calculation thereof is set forth later in this document. The agreement is effective through December 31, 2021 with an option to renew for two one-year options and one two-year option.

Compliance with Master Bond Resolution

The Authority has established the following funds and accounts as required by the Master Resolution and has set the policy on fund balance as follows:

- Revenue Fund - holding revenues collected by the Authority and applying revenues as required by the Master Resolution. Our policy is to keep only necessary amounts for working capital.
- O&M Fund, holding anticipated O&M expenses. Extra unused funds are applied to the accounts below;
- O&M Reserve - holding reserve for O&M expenses, equaling two months of O&M expenses as required by the Master Resolution;
- Bond Fund - including only principal and interest to be paid in the next payment dates;
- Bond Reserve Fund - including only amounts required by the Master Resolution;
- Renewal and Replacement Fund - The Authority's policy is to keep a minimum balance of $500,000 in this account:
- Airport Development Fund - holding retained earnings of the Authority. The Authority's policy is to use this fund to build additional liquidity or avoid capital borrowing.
- Capital Construction Fund - to hold funds for Capital Project expense.

In addition, the Authority has the following funds and accounts:

- PFC account - holding all Passenger Facility Charge revenues collected by the Authority, to be used for future rates and charges or pay-as-you-go projects. The Authority reviews airlines rates and charges annually to determine the fund balance;
- Concession Area Improvement funds - collected by the Authority for improvement to concession areas if needed at the Authority's discretion; and

Investment Policies

The investment of Authority funds is governed by provisions of its enabling legislation and by an Investment Policy last amended by the Authority July 23, 2018. Any State or Federally chartered commercial bank that can meet the Authority's requirements in its Cash Management and Investment Policy which specifies required ratings and capabilities is authorized for deposit of monies.

Monies not needed for immediate expenditure may be invested in

(1) United States Treasury obligations
(2) Obligations backed by the United States Government full faith and credit
(3) Obligations of New York State
(4) Obligations of any other state provided it has received the highest rating by one independent rating agency designated by the State Comptroller
(5) Certificates of deposit fully collateralized from a bank or trust company in New York State
(6) Repurchase agreements using United States Treasury obligations with maturities of seven years or less.

Investments are stated at cost or amortized cost if maturity at time of purchase is less than 1 year and fair value if greater than 1 year.

RATES and CHARGES

			2018	2019	2020	BY2021	BY2022
01010	Landing Fees - Signatory	/1,000 lbs.	$ 2.92	$ 2 .75	$ 3.20	$ 4.15	$ 3.53
01011	Landing Fees - Non Signatory	/1,000 lbs.	$ 4.16	$ 4.19	$ 4.00	$ 5.19	$ 4.41
01021	Apron Parking	Square Foot	$ 1.31	$ 1.16	$ 1.30	$ 1.53	$ 1.48
01035	Glycol Disposal Fee	/gallon	$ 2.30	$ 2.30	$ 2.30	$ 2.30	$ 2.30
01050	Land Rental	Square Foot					
01060	Building Rental	Square Foot					
01065	NE Cargo Facility						
01070	Hangar Rental	Square Foot					
02010	Airline Space Rental-Signatory	Square Foot	$ 86.48	$ 90.57	$ 59.45	$ 74.14	$ 78.76
02010	Airline Space Rental-Non Sig	Square Foot	$ 103.64	$ 64.49	$ 74.31	$ 92.68	$ 98.45
02011	Passenger Boarding Bridge	Per bridge	$51,611.00	$40,948.00	$28,200.00	$38,451.00	$41,177.00
02012	Baggage Claim Room	Square Foot	$ 86.48	$ 90.57	$ 59.45	$ 74.14	$ 78.76
02020	Non-Airline Space Rental	Square Foot					
02020	Non-Airline Space Rental	Antennae					
02030	Non-Sig Per Turn Rate	/enplanement		$ 6.50	$ 6.27	$ 8.80	$ 7.27
03010	Short Term Parking	Maximum daily rate	$ 24.00	$ 24.00	$ 24.00	$ 24.00	$ 24.00
03011	Long Term Parking (surface)	Maximum daily rate	$ 10.00	$ 10.00	$ 10./6.00	$ 10./6.00	$ 10.00
	Long Term Parking (garage)			$ 13.00	$ 14./10.00	$14./10.00	$ 14.00
03013	Economy Parking	Maximum daily rate	$ 6.00	$ 6.00	$ 6/Closed	$ 6.00	$ 8.00
03014	Employee Parking	ee/space/year	$ 12.00	$ 15.00	$ 15.00	$ 15.00	$ 20.00
		flight crew/space/year	$ 240.00	$ 240.00	$ 240.00	$ 240.00	$ 240.00
03020	Contract Taxi	Per pickup	$ 1.43	$ 2.09	$ 2.09	$ 2.09	$ 2.09
03021	Limousines	Per pickup	$ 1.43	$ 2.09	$ 2.09	$ 2.09	$ 2.09
03022	Hotels	Per vehicle/year	$ 650.00	$ 650.00	$ 650.00	$ 650.00	$ 650.00
03023	Off-Airport Rental Cars	Gross revenues / MAG	10.0%	10.0%	10.0%	10.0%	10.0%
03024	Off-Airport Parking Facilities	Gross revenues / MAG	10.0%	10.0%	10.0%	10.0%	10.0%
03027	Transport. Net Charges (TNCs)	Per pickup	$ 2.09	$ 2.09	$ 2.09	$ 2.09	$ 2.09
02051	Rental Car Concession	Gross revenue / MAG					
02052	Food & Beverage (avg.)	Gross Sales / MAG	13.0%	13.0%	13.0%	13.0%	13.0%
02056	Vending Machine Concession						
02057	Baggage Cart	/cart, $1.00 at return	$4.00	$4.00	$4.00	$4.00	$ 4.00
02062	Operating Permits						
02063	Internet & Cable Access	Internet Hookup	$ 660.00	$ 660.00	$ 660.00	$ 660.00	$ 660.00
02063	Internet & Cable Access	Cable	$ 400.00	$ 400.00	$ 400.00	$ 400.00	$ 400.00
03040	Garage Space Rent	Auto space		$ 251.44		$ 251.44	$ 251.44
03040	Garage Space Rent	Kiosk	$15,300.00	$15,300.00	$15,300.00	$15,300.00	$15,300.00
03100	T-Hangar Rental - Small	Square foot	$ 3.07	$ 3.07	$ 3.07	$ 3.07	$ 3.47
	T-Hangar Rental - Large		$ 3.86	$ 3.86	$ 3.86	$ 3.86	$ 3.91
03200	Tie-down	Per tie down	$ 1,415.00	$ 1,451.00	$ 1 ,415.00	$ 1,451.00	$1,500.00
03280	Fuel Sales - AvGas						
09001	Fingerprinting	Based tenant			$ 39.25	$ 39.25	$ 45.00
		Non Based Tenant			$ 49.25	$ 49.25	$ 55.00
	Badge Renewal	Badge			$ 22.00	$ 22.00	$ 25.00
	Lost Badge	1st Offense			$ 50.00	$ 50.00	$ 75.00
		2nd Offense			$ 75.00	$ 75.00	$ 100.00
		3rd Offense			$ 125.00	$ 125.00	$ 125.00
79500	Passenger Facility Charges	Per Enplanement	$ 4.50	$ 4.50	$ 4.50	$ 4.50	$ 4.50

RATES and CHARGES, continued

			2018	2019	2020	BY2021	BY2022
Fixed Based Operator							
01510	JetA Fuel Sales,	Per gallon, + cost +	$ 2.00	$ 2.00	$ 2.00	$ 2.25	$ 2.75
01511	AvGas Fuel Sales	Per gallon, + cost +	$ 1.50	$ 1.50	$ 1.50	$ 1.50	$ 1.50
01512	Auto Gas Fuel Sales	Per gallon, full service	$ 1.00	$ 1.00	$ 1.00	$ 1.00	$ 1.00
		Per gallon, self service	$ 0.50	$ 0.50	$ 0.50	$ 0.50	$ 0.50
01513	Diesel Fuel Sales	Per gallon, full service	$ 1.00	$ 1.00	$ 1.00	$ 1.00	$ 1.00
		Per gallon, self service	$ 0.50	$ 0.50	$ 0.50	$ 0.50	$ 0.50
01520	Into Plane Rev, Signatory	Per fuel operation	$ 35.00	$ 35.00	$ 35.00	$ 35.00	$ 45.00
	Into Plane Rev, Non Sig		$ 45.00	$ 45.00	$ 45.00	$ 45.00	$ 55.00
01521	Fuel Farm Flow. Fee (1)	Per glycol gallon	$ 0.30	$ 0.30	$ 0.30	$ 0.30	$ 0.30
	Fuel Farm Flow. Fee	Per fuel gallon	$ 0.03	$ 0.03	$ 0.03	$ 0.03	$ 0.05
01530	General Aviation Landing Fee	Landed weight			$ 4.19	$4.19	$4.19
01535	General Aviation Parking Fee	Square Foot					
01540	Deicing Type I - Sprayed	Per gallon+cost $11.44	$ 5.50	$ 5.50	$ 5.50	$ 5.50	$ 5.50
01540	Deicing Type I - GA	Per gallon, + cost +					$ 9.56
01540	Deicing Type IV - GA	Per gallon, + cost +					$ 14.01
01541	Deicing Type I - Consortium[1]	Per gallon, cost $11.44	$ -	$ -	$ -	$ -	$ -
01542	Deicing Type IV - Sprayed	Per gallon cost $8.99	$ 5.50	$ 5.50	$ 5.50	$ 5.50	$ 5.50
01543	Deicing Type IV - Consortium[1]	Per gallon, cost $8.99	$ -	$ -	$ -	$ -	$ -
01545	Community Hangar	Sq.					

(1) Consortium - Airline sprays their own aircraft (SWA, AA, UPS, Fedex)

GOVERNMENTAL BUDGETARY FUND STRUCTURE

The Authority uses a Proprietary Fund structure, defined below, to record the financial activities. This method is used because the Authority is a self-supporting entity whereby the payment of all Authority expenditures is supported by all Authority revenues.

Generally, however, governments use fund accounting to record their financial activities. Fund accounting means activities are separated so as to have its own set of financial records, this segregation is often caused by legal, statutory or practical purposes. This structure provides three broad categories of governmental fund types; governmental, proprietary, and fiduciary that may be further broken down as shown below.

Governmental Funds are those through which most governmental functions are financed and provided. Governmental fund types are broken down into three categories explained in further detail below.

- General Fund, is the primary operating fund of a government. It is used to account for all financial resources and activities except those required to be accounted for in another fund. This fund records the day-to-day financial activities that include, administration, police and fire protection, and public work activities.
- Special Revenue Funds are used to record revenue that has a restriction as to how the funds are to be used/ expended. Each special revenue fund provides a unique service or activity and is funded via taxes and/or user charges that are legally limited to being expended strictly on the purpose of that fund.
- Capital Projects Funds accounts for all fixed asset acquisitions and major capital projects not otherwise accounted for in other capital projects or enterprise funds.
- Debt Service Funds are used to accumulate funds for the payment of general long-term debt service. These funds are frequently stipulated by bond indentures.

Proprietary Funds are established to account for the financing and self-support operations and activities of governmental units which render services to the public on a user-fee basis. These operations are often similar to those found in the private sector operated for a profit.

- Enterprise Funds are used to account for private enterprise type activities whereby the intent, at a minimum, is to have the financial resources meet or exceed the activity's expenses. The Authority has one Enterprise Fund for the airport where the expenses are wholly supported by the fees charged for landings, property rent, fuel and other services provided.

Fiduciary Funds are used to record trustee type activities of the Authority, whereby the Authority holds the assets in trust.

- Pension Trust Funds are used to account for the accumulation of resources used to pay pension benefits.
- Agency Funds are used to account for assets held by the Authority as an agent for individuals, private organizations, other governments. The Authority has one agency fund.

GOVERNMENTAL BUDGETARY FUND STRUCTURE

To account for the financial activities of the Airport, the Authority categorizes all revenue and expenses into one of the following department/cost centers as shown below:

				Day-To-Day Responsibility			Rates & Charges			
							Allocation			Revenue Sharing
Department Number	Department Name	Revenue	Expense	AvPORTS	Fixed Base Operator	Albany County Airport Authority	Direct	Indirect	Allocat. of Allocat.	
10	Airfield		✓	✓			✓R			✓
	Apron[1]		✓				✓C			
11	Revenue	✓				✓				✓
12	Revenue - Cargo	✓				✓				✓
14	Revenue - ATCT	✓				✓				✓
20	Terminal		✓	✓			✓C			✓
21	Passenger Loading Bridge	✓	✓	✓			✓C			✓
22	Concession Revenue	✓				✓				✓
30	Parking		✓	✓						✓
31	Parking Revenue	✓				✓				✓
32	Landside	✓	✓	✓						✓
41	Operations		✓	✓				✓		✓
42	ARFF		✓	✓				✓		✓
43	Security		✓	✓		✓		✓		✓
50	Vehicle Maintenance		✓	✓				✓		✓
59	AvPORTS Airport Mgmt.		✓	✓					✓	✓
60[2]	FBO - Air Carrier (Commercial)	✓	✓		✓		✓R			✓
61	FBO - General Aviation	✓	✓		✓					✓
69	FBO - Administration		✓		✓				✓	✓
70	Non-Operating Rev. and Exp.	✓	✓			✓				✓
71	Authority Administration		✓			✓			✓	✓
	R - Residual (see definition)									
	C - Compensatory									
	[1] Apron cost center is 10 percent of Department 10, Airfield.									
	[2] Revenue and Expense reallocated to Department 10 Airfield in entirety.									

Budget Calendar

Month	Action
Jun	Million Air and AvPORTS calculate payroll and benefits and Full Time Employment (FTE) positions Million Air, AvPORTS, and Albany County Airport Authority (ACAA) create new goals and objectives, actions to achieve the goals, and results to be achieved for current year and to state the results for budget year goals and objectives
Jul	Million Air, AvPORTS, and ACAA input line item-by-line item budget revenue and expenditures Budget meetings are held with Million Air, AvPORTS and Department Heads for each cost center Cost Center's goals and objectives and performance measurements completed
Aug	Finance Department due diligence review and updating budget Capital section completed by Finance Department Debt section completed by Finance Department
Sep	Final revisions received for budget ACAA, AvPORTS, and MA Expense completed Revenues and Airline Rates & Charges completed Budget Summary completed DRAFT #1 Budget assembled and printed DRAFT #1 Budget distributed for review to the Board Members DRAFT #1 Budget distributed for review to the Airlines 90 days prior to fiscal year
Oct	Comments received from Airlines DRAFT #2 Budget assembled and printed DRAFT #2 Budget distributed to Finance Committee DRAFT #2 Budget recommended by Finance Committee (with any amendments) for approval DRAFT #2 Budget input into PARIS DRAFT #2 Budget sent to County Officials
Nov	DRAFT #2 Budget presented at Finance Committee Meeting Comments received from Finance Committee and incorporated into Draft #3 DRAFT #3/Final Budget assembled and printed DRAFT #3/Final Budget distributed to ACAA Board Members
Dec	DRAFT #3/Final Budget adopted by ACAA Board Members at Board Meeting
	Adopted Budget uploaded to ACAA website Adopted Budget sent to signatory airlines Adopted Budget submitted to GFOA for Distinguished Budget Presentation Award Twenty five copies of the approved budget are printed.

CHANGES IN FUND BALANCE

	Operating	Development	Other	Total
Unrestricted				
Balance at December 31, 2019	$15,312,405	$15,655,319	$ -	$30,967,724
Balance at December 31, 2020	5,629,822	15,769,334	-	21,399,156
Balance at December 31, 2021*	7,750,000	15,557,000	-	23,307,000

	Capital	PFCs	Debt Service and Reserves	Operating Reserves	Other	Total
Restricted						
Balance at December 31, 2019	$6,538,342	$15,660,918	$12,831,704	Note 1	$2,218,353	$37,249,317
Balance at December 31, 2020	1,163,703	9,294,517	7,279,664	$7,102,131	1,350,566	26,190,581
Balance at December 31, 2021*	4,023,000	9,030,000	7,243,000	6,600,000	1,353,000	28,249,000

* Projected

(1) Previously included in Unrestricted Funds

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DEPARTMENT / COST CENTER

REVENUES - AIRPORT
EXPENSES - AIRPORT

FIXED BASE OPERATOR
REVENUES and EXPENSES

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Airport Operating Revenues				
03 Airfield	$5,944,943	$7,742,102	$7,750,202	$7,646,161
07 Terminal	5,657,599	6,285,486	6,612,622	5,698,266
11 Ground Transportation	5,719,988	10,589,115	8,944,757	11,904,933
15 Concessions	3,749,264	4,369,764	5,456,819	6,834,011
23 Other	3,440,122	3,440,323	3,546,849	3,550,621
25 CARES Act	10,914,551	5,000,000	4,363,325	5,091,757
	35,426,467	37,426,790	36,674,573	40,725,748
Airport Operating Expenses				
Salaries Expense	(9,045,923)	(9,710,309)	(8,876,788)	(10,464,754)
Other Employee Expenses	(4,873,484)	(5,224,757)	(5,391,442)	(5,722,717)
Utilities	(1,697,444)	(2,019,385)	(2,073,590)	(1,980,690)
Purchased Services	(4,531,383)	(4,807,397)	(4,484,161)	(5,497,939)
Material & Supplies	(5,121,850)	(4,545,281)	(4,400,450)	(5,080,195)
Office/Administration	(1,963,816)	(1,872,088)	(1,695,252)	(1,914,723)
Non-Capital Equipment	(452,338)	(1,634,500)	(1,877,423)	(1,459,000)
	(27,686,238)	(29,813,717)	(28,799,107)	(32,120,020)
	7,740,229	7,613,072	7,875,466	8,605,729
FBO Revenues				
	6,307,407	8,406,872	7,928,508	9,755,362
Cost of Good Sold (FBO)	(2,674,283)	(4,430,033)	(3,542,057)	(5,283,468)
	3,633,124	3,976,839	4,386,451	4,471,894
FBO Expenses				
Salaries Expense	(1,393,355)	(1,512,599)	(1,356,992)	(1,522,540)
Other Employee Expenses	(561,338)	(489,129)	(586,543)	(490,731)
Utilities	(68,810)	(78,872)	(98,700)	(78,872)
Purchased Services	(521,276)	(603,616)	(553,053)	(573,734)
Material & Supplies	(406,786)	(439,756)	(344,711)	(461,122)
Office/Administration	(128,982)	(166,605)	(152,735)	(156,655)
	(3,080,547)	(3,290,578)	(3,092,735)	(3,283,655)
	552,577	686,261	1,293,716	1,188,239
Other Expenses	(986,104)	-	-	-
Other Income	2,676,182	4,796,892	5,147,874	4,774,494
Debt Service	(11,066,097)	(10,130,800)	(11,819,269)	(10,020,200)
Capital Expenditure	(36,531,663)	(17,611,944)	(10,000,000)	(16,641,806)
Contributed Capital	35,993,440	14,986,944	8,033,114	12,753,190
	(9,914,242)	(7,958,908)	(8,638,281)	(9,134,322)
	(9,914,242)	(7,958,908)	(8,638,281)	(9,134,322)
	$(1,621,437)	**$340,425**	**$530,902**	**$659,646**

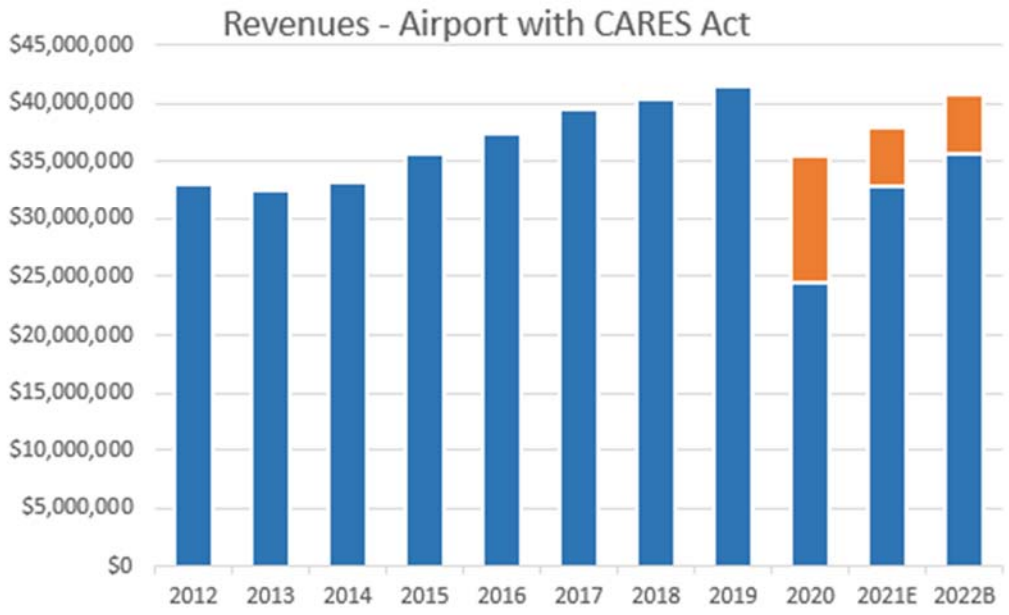
Revenue Sharing provided to the Signatory Airlines is $228,172 and $1,583,110 for Projected 2021 and Budget 2022, respectively. For detailed revenue sharing information, please see Page 8-25.

CARES Act funding is shown as an Airport Operating Revenue on this page only. Elsewhere in this document it will be shown as Other Income in Section 5.

Section 2 Operating Revenue

Airport

REVENUE - AIRPORT



	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Operating Revenues				
03 Airfield	5,944,943	7,742,102	7,750,202	7,646,161
07 Terminal	5,657,599	6,285,486	6,612,622	5,698,266
11 Ground Transportation	5,719,988	10,589,115	8,944,757	11,904,933
15 Concessions	3,756,139	4,376,384	5,463,439	6,840,631
23 Other	3,433,247	3,433,703	3,540,229	3,544,001
30 Non Operating	0	0	0	0
	$24,511,916	$32,426,790	$32,311,248	$35,633,991

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Operating Revenues					
03 Airfield					
01010	Landing Fees - Cargo/Signatory	3,485,529	5,051,115	4,746,979	5,295,000
01011	Landing Fees - Cargo/Non-Signatory	-	290,032	712,520	53,280
01012	Airfield Revenue Sharing	-	(80,194)	(45,634)	(316,622)
01021	Apron Parking Fees - Cargo	656,208	758,230	750,083	783,937
01035	Glycol Disposal Fee	228,089	360,304	170,764	301,436
01050	Land Rental	325,145	330,336	330,336	438,913
01060	Building Rental - USPS	139,964	112,523	88,443	115,033
01065	NE Quad Cargo Facility	539,013	433,316	510,000	433,316
01070	Hangar Rental - Cargo	535,424	456,440	456,711	511,869
03500	Tenant Maintenance	35,570	30,000	30,000	30,000
		5,944,943	7,742,102	7,750,202	7,646,161
07 Terminal					
02010	Airline Space Rental	3,425,758	3,974,451	4,097,993	4,205,863
02011	Rental of Boarding Bridges	394,805	538,090	563,618	576,478
02012	Baggage Claim Room	1,057,255	1,312,281	1,364,744	1,400,668
02013	Terminal Revenue Sharing	-	(320,774)	(182,538)	(1,266,488)
02020	Non-Airline Space Rental	732,161	736,879	736,879	728,186
02025	Utility Reimbursement	23,643	24,000	24,000	24,000
02030	Non Signatory Per Turn Fee	-	-	7,926	9,000
03500	Tenant Maintenance	23,977	20,559	-	20,559
		5,657,599	6,285,486	6,612,622	5,698,266
11 Ground Transportation					
03010	Short Term Parking	474,193	679,620	754,689	924,000
03011	Long Term Parking	4,269,280	7,548,647	7,958,119	9,324,000
03013	Economy Parking	723,052	1,945,915	3,055	1,242,000
03014	Employee Parking	7,950	40,770	15,570	40,770
03015	Lost Card Fees-Employees	-	-	350	-
03017	Short & Over	(84)	-	555	-
03020	Contract Taxi	8,979	13,324	5,806	13,324
03021	Limousines	4,620	7,233	4,770	7,233
03022	Hotels	25,350	24,050	24,700	24,050
03024	Off-Airport Parking Facilities	72,606	154,556	59,854	154,556
03027	TNCs	134,043	175,000	117,289	175,000
		5,719,988	10,589,115	8,944,757	11,904,933
15 Concessions					
02051	Rental Car Concession	2,471,572	2,998,600	3,700,000	4,794,000
02052	Food & Beverage Concession	401,308	451,200	474,400	780,000
02053	Retail Concession	413,953	404,200	717,000	744,000
02054	Advertising	158,536	150,000	208,862	150,000
02056	Vending Machine Concession	17,241	20,953	16,296	36,000
02057	Baggage Cart Concession	6,074	8,823	10,459	13,200
02062	Operating Permits	187,698	253,800	253,800	253,800
02063	Internet & Cable Access	6,875	6,620	6,620	6,620
02064	ATM Income	31,605	30,180	30,391	17,400
02100	Telephone - Monthly Service	55,843	46,008	43,797	45,611
02105	Telephone - Monthly Usage	5,240	6,000	1,814	-
02110	Payphones - Cash Collections	57	-	-	-
02115	Payphones - Concessions	137	-	-	-
		3,756,139	4,376,384	5,463,439	6,840,631

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
23 Other					
01055	Control Tower Rental	665,776	665,776	813,218	815,802
01070	Hanger Rental NYS Executive Hanger	1,123,083	1,123,083	1,123,083	1,123,083
01071	Hangar Maintenance NYS Executive Ha	124,000	124,000	124,000	124,000
01075	Eclipse Hangar Rental	328,551	346,926	326,837	301,695
03040	Garage Space Rent	95,464	100,514	99,200	100,514
03100	T-Hangar Rentals	128,313	121,229	121,000	121,229
03200	Tie Downs	2,891	2,891	2,891	2,891
03280	Fuel Sales - AV Gas	49,058	50,556	49,500	50,556
03300	Industrial Park	564,234	595,227	578,000	600,730
03405	Utility Reimbursements	151,747	156,000	156,000	156,000
03410	Reimbursement of Property Taxes	39,574	36,500	36,500	36,500
03500	Tenant Maintenance	-	1,000	1,000	1,000
09001	Fingerprinting	21,317	24,000	24,000	24,000
09005	Miscelleneous Income	131,007	80,000	80,000	80,000
09007	Purchasing Proposals	170	1,000	-	1,000
09008	Ebay/Scrap/Equipment Sales	8,063	5,000	5,000	5,000
		3,433,247	3,433,703	3,540,229	3,544,001
		$24,511,916	$32,426,790	$32,311,248	$35,633,991


ALBANY
AIRPORT

Section 3 Operating Expenses

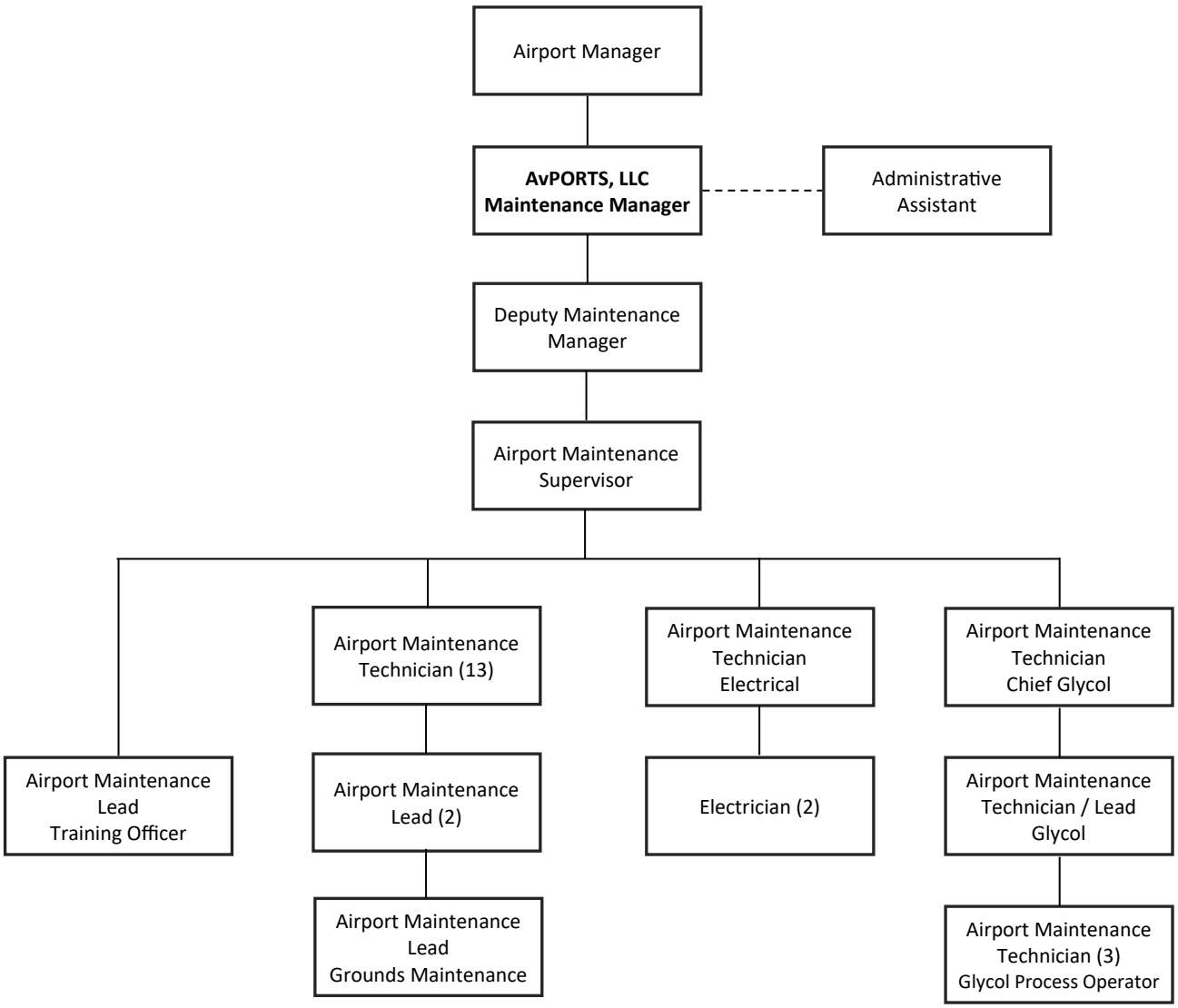
Airport


EXPENSES - Airport
$35,000,000
$30,000,000
$25,000,000
$20,000,000
$15,000,000
$10,000,000
$5,000,000
$0
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021E
2022B

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Airport Operating Expenses					
10	Airfield	2,904,643	3,655,750	3,378,506	4,024,310
20	Terminal	6,223,886	5,771,960	5,615,456	6,186,986
21	Loading Bridges	263,696	308,399	314,390	324,412
30	Parking	3,853,686	4,006,816	3,485,668	4,474,087
32	Landside	1,311,527	1,242,504	1,343,643	1,277,332
41	OPERATIONS	1,037,366	1,220,632	1,089,609	1,437,700
42	ARFF	2,125,312	2,243,063	2,166,203	2,270,873
43	Security	2,200,531	2,053,581	2,521,103	2,625,473
50	Vehicle Maintenance	1,363,115	1,824,798	1,664,673	2,006,678
59	Airport Management Admin	937,773	1,685,833	1,614,854	1,521,690
71	Authority Administration	5,464,703	5,800,382	5,605,001	5,970,478
		$27,686,238	**$29,813,717**	**$28,799,107**	**$32,120,020**

Airport Operating Expenses					
34	Salaries Expense	9,045,923	9,710,309	8,876,788	10,464,754
35	Other Employee Expenses	4,873,484	5,224,757	5,391,442	5,722,717
36	Utilities	1,697,444	2,019,385	2,073,590	1,980,690
37	Purchased Services	4,531,383	4,807,397	4,484,161	5,497,939
38	Material & Supplies	5,121,850	4,545,281	4,400,450	5,080,195
39	Office/Administration	1,963,816	1,872,088	1,695,252	1,914,723
41	Non-Capital Equipment	452,338	1,634,500	1,877,423	1,459,000
		$27,686,238	**$29,813,717**	**$28,799,107**	**$32,120,020**

10 AIRFIELD


Airport Manager
AvPORTS, LLC
Maintenance Manager
Administrative Assistant
Deputy Maintenance Manager
Airport Maintenance Supervisor
Airport Maintenance Technician (13)
Airport Maintenance Technician Electrical
Airport Maintenance Technician Chief Glycol
Airport Maintenance Lead Training Officer
Airport Maintenance Lead (2)
Electrician (2)
Airport Maintenance Technician / Lead Glycol
Airport Maintenance Lead Grounds Maintenance
Airport Maintenance Technician (3) Glycol Process Operator

10 AIRFIELD
Position Count

		Budget 2020	Budget 2021	Budget 2022
Full Time Positions				
.				
MFZ-Airport Maintenance Manager		1	1	1
MFZ-Airport Maintenance Supervisor		1	1	1
MFZ-Deputy Maintenance Manager		1	1	1
		3	3	3
AIRFIELD				
MFZ-Airport Maintenance Lead - Airfield		2	2	2
MFZ-Airport Maintenance Lead - Grounds		-	1	1
MFZ-Airport Maintenance Tech - Airfield		11	11	5
MFZ-Airport Maintenance Tech - Airfield	Vacant	-	-	6
MFZ-Airport Maintenance Tech - Airfield Training Officer		-	1	1
MFZ-Airport Maintenance Tech - Electrical	Vacant	-	1	1
MFZ-Electrician	Vacant	-	2	2
MFZ-Longevity		-	-	-
RAC-Administrative Assistant .5 Airfield and .5 Admin		-	1	1
		13	19	19
GLYCOL				
MFZ-Airport Maintenance Tech - Chief Glycol		1	1	1
MFZ-Airport Maintenance Tech - Glycol Process Operator		3	2	3
MFZ-Airport Maintenance Tech - Glycol Process Operator	Vacant	-	1	-
MFZ-Airport Maintenance Tech Lead - Glycol		1	1	1
		5	5	5
REQUEST				
MFZ-Airport Maintenance Tech - Airfield		-	-	2
		-	-	2
		21	**27**	**29**
Part Time Positions				
AIRFIELD				
MFZ-Master Gardener / Seasonal		-	-	1
MFZ-Part Time / Seasonal	Vacant	-	4	-
		-	4	1
		-	**4**	**1**
		21	**31**	**30**

10 AIRFIELD

10

Overview

This cost center includes the salaries and benefits for the airfield maintenance workers and the direct costs associated with the maintenance and repaires of all areas inside the Air Operations Area (AOA), which includes the runways, taxiways and ramp areas. This cost center also includes the expenses for the glycol containment system and all maintenance and repairs for airside buildings including the airfield/vehicle maintenance facility.

Manager: Ray Camilli - AvPORTS LLC

Rates & Charges Allocation: Direct; cost bore by Signatory Airlines.

Goals / Objectives / Performance Measures:
1. Runway incidents, 0
2. SPEDES Permit Sanctions, 0

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 1,016,418	$ 1,348,143	$ 1,051,014	$ 1,451,644
Other Employee Expenses	526,804	583,008	577,352	724,126
Utilities	110,206	118,871	141,317	118,871
Purchased Services	131,957	219,366	165,789	225,497
Material & Supplies	932,725	969,488	950,482	1,082,888
Office/Administration	186,533	416,874	404,963	421,284
Non-Capital Equipment	-	-	87,590	-
	$ 2,904,643	**$ 3,655,750**	**$ 3,378,506**	**$ 4,024,310**

10 AIRFIELD 10

Account Summary

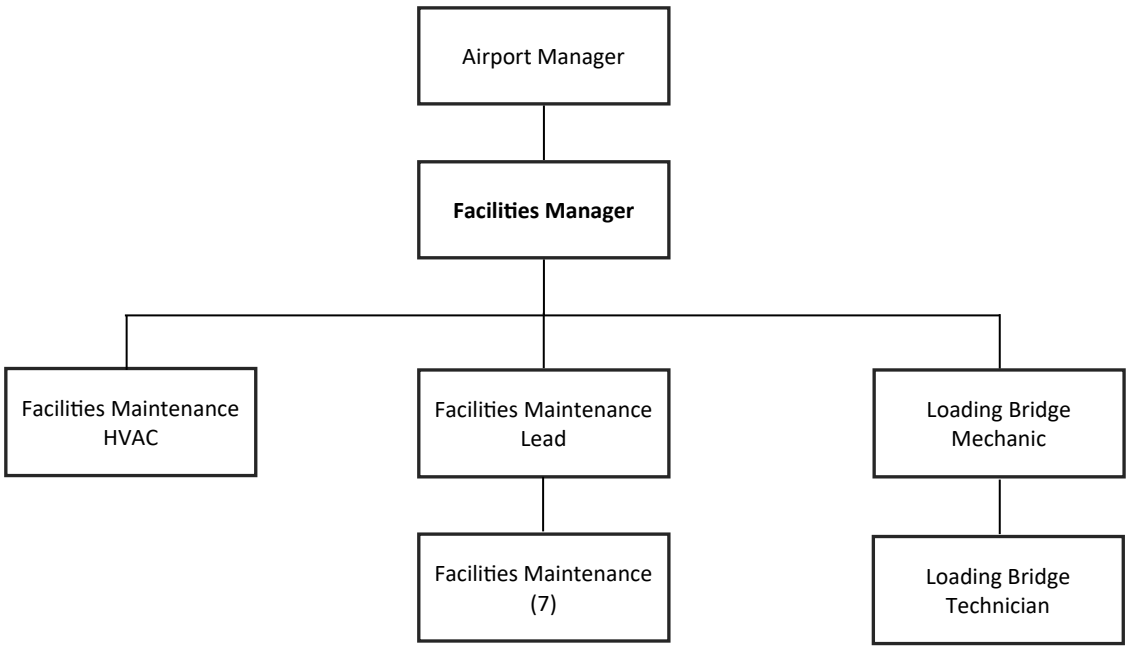
			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
	11000	Salaries	$ 923,554	$ 1,213,667	$ 919,767	$ 1,286,117
	11005	Part Time/Seasaonal Salaries	-	30,284	12,249	24,102
	12010	Overtime 1.5	77,516	88,296	94,280	119,580
	12020	Overtime 2.0	15,349	15,896	24,717	21,845
			1,016,418	1,348,143	1,051,014	1,451,644
35	**Other Employee Expenses**					
	21000	Social Security	77,583	102,095	70,075	111,051
	22000	Health Insurance	306,325	324,434	358,334	385,934
	22200	Dental Insurance	-	-	-	17,823
	25000	Uniforms & Laundry	12,082	12,000	12,952	12,000
	25005	Uniform Purchases	3,515	5,000	780	5,000
	26010	Disability Insurance	18,838	22,531	22,222	15,679
	26020	Unemployment Insurance	5,206	14,104	10,473	28,470
	26030	Workers Compensation	78,255	76,814	79,124	108,677
	29001	TBI Retirement	25,000	26,030	23,393	39,493
			526,804	583,008	577,352	724,126
36	**Utilities**					
	31000	Electric	107,236	116,000	138,977	116,000
	33000	Natural Gas	771	291	340	291
	34000	Sewer	1,065	1,200	1,000	1,200
	35000	Water	1,005	1,200	1,000	1,200
	36010	Telephone Charges-Local	85	105	-	105
	36011	Telephone Charges-Long Distance	44	75	-	75
			110,206	118,871	141,317	118,871
37	**Purchased Services**					
	42060	Property Insurance	22,565	28,082	22,000	34,212
	42095	Insurance Claims	-	500	-	500
	44005	Perimeter Security	76,153	149,400	80,000	149,400
	45000	Janitorial Services	4,600	9,201	48,000	9,201
	45010	Refuse Removal Services	3,184	3,184	3,789	3,184
	47010	GIS Services	12,324	24,000	12,000	24,000
	49020	Engineering Service	13,130	5,000	-	5,000
			131,957	219,366	165,789	225,497

10 AIRFIELD 10

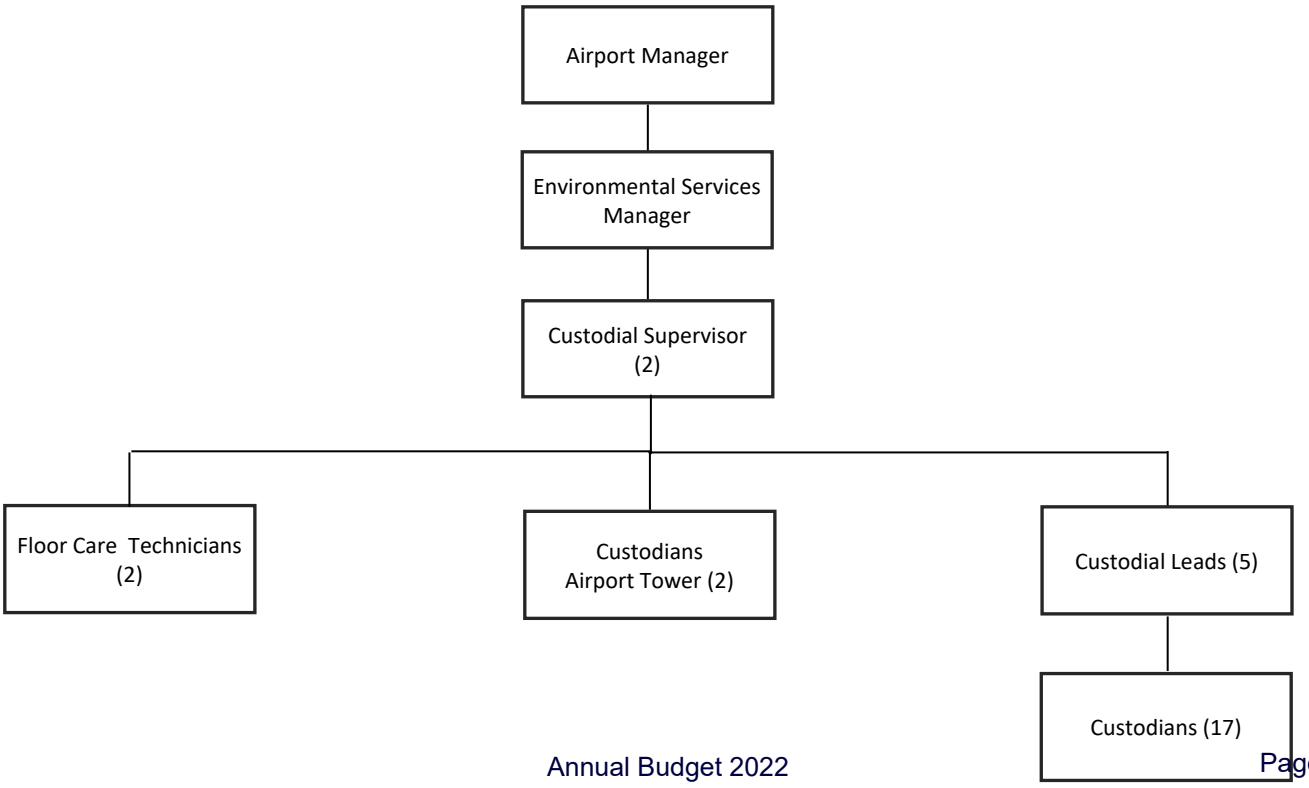
Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
38	**Material & Supplies**					
	51010	Fencing	6,156	8,000	3,574	9,000
	51011	Airfield Lighting	94,582	80,000	69,479	70,000
	51014	Pavement Repairs	368	5,400	1,568	6,000
	51015	Apron Maintenance	76,523	45,000	62,701	50,000
	51016	Runway Painting	36,365	31,500	780	35,000
	51017	Airfield Shop Supplies	24,475	22,500	27,045	22,500
	51019	Snow Removal Supplies	100,385	249,500	249,500	249,500
	51020	Rubber Removal	80,414	35,000	44,183	80,000
	51032	Hazardous Material Supplies	154	-	-	-
	51052	Wastewater Conveyance	7,500	7,500	15,000	7,500
	51053	Electric	84,181	110,000	121,501	110,000
	51054	Sewer District Charges	5,000	5,000	5,000	31,500
	51055	Water District Charges	14,592	25,000	25,149	25,000
	51057	System Maintenance & Repairs	231,132	150,000	177,850	180,000
	52010	Alarm & PA Systems	9	500	-	500
	52031	Electrical Repairs & Supplies	17,375	6,750	3,978	5,000
	52033	HVAC	783	1,000	2,027	1,000
	52034	Roof	-	2,500	-	2,500
	52035	Plumbing Repairs & Supplies	1,625	1,000	-	1,000
	52037	Pest Control	288	288	360	288
	52050	US Customs	24,561	50,600	6,943	50,600
	52060	Building Maintenance	7,305	15,000	14,256	25,000
	53010	Landscaping	-	2,250	-	2,250
	53040	Sign Expense	600	750	5,597	750
	53045	Catch Basin Maintenance	-	450	-	4,000
	53050	Snow Removal Services	76,079	70,000	70,000	70,000
	53060	Dump Fees - Landfill	1,480	5,400	280	5,400
	53071	Wildlife Hazard Management	37,840	35,000	38,712	35,000
	53078	Liquid Waste Disposal	2,954	3,600	5,000	3,600
			932,725	969,488	950,482	1,082,888
39	**Office/Administration**					
	55010	Office Equipment Rental	655	600	418	600
	55012	Office Equipment Service Agreement	524	524	1,048	524
	55014	Computer Systems	-	700	-	1,200
	55016	Computer Equipment	20,962	3,200	-	6,610
	55030	Printed Forms / Letterhead	-	450	-	450
	55060	Office Supplies	1,940	1,500	570	2,000
	66010	Training / Travel	4,257	6,050	-	6,050
	66040	Licenses & Permits	2,425	3,850	2,926	3,850
	66080	Airline Incentive Expenses	155,769	400,000	400,000	400,000
			186,533	416,874	404,963	421,284
41	**Non-Capital Equipment**					
	83000	Equipment	-	-	87,590	-
	Non Capital / Contingency		-	-	87,590	-
			$ 2,904,643	**$ 3,655,750**	**$ 3,378,506**	**$ 4,024,310**

20 TERMINAL / FACILITIES



20 TERMINAL / CUSTODIAL



20 TERMINAL
Position Count

		Budget 2020	Budget 2021	Budget 2022
Full Time Positions				
CUSTODIAL				
MFZ-Airport Custodian		16	16	16
MFZ-Airport Custodian	Vacant	-	1	2
MFZ-Airport Tower/Custodian		2	2	2
MFZ-Custodial Lead		5	5	4
MFZ-Custodial Supervisor		1	1	1
MFZ-Custodial Supervisor	Vacant	-	-	1
MFZ-Environmental Services Manager		-	-	1
RAC-Floor Care Technician		-	2	2
		24	27	29
FACILITIES				
MFZ-Facilities Maintenance Coordinator		-	1	1
MFZ-Facilities Maintenance Lead		2	2	2
MFZ-Facilities Maintenance Lead - HVAC		1	1	1
MFZ-Facilities Maintenance Technician		5	5	5
MFZ-Facilities Manager		1	1	1
		9	10	10
		33	**37**	**39**
Part Time Positions				
CUSTODIAL				
MFZ-Custodian		-	1	-
		-	1	0
FACILITIES				
MFZ-Facilities Maintenance Technician	Vacant	-	-	1
MFZ-Facilities Maintenance Technician Seasonal	Vacant	-	1	1
		-	1	2
		-	**2**	**2**
		33	**39**	**41**

20 TERMINAL

20

Overview

This department includes the salaries and benefits for the terminal maintenance and custodial staff. Also included, are all the direct costs associated with the daily maintenance and repairs of the terminal building. Expeditures include utilities, commun ication systems, window washing, elevator service, HVAC, electrical , plumbing, baggage systems, cleaning supplies, and the contracted services for the carpet, slate , and terrazzo floor maintenance.

Manager: Facilities - Kevin Hehir - AvPORTS, LLC
Custodial - David Collins - AvPORTS, LLC

Rates & Charges Allocation: Direct; costs bore by Signatory Airlines

Goals / Objectives / Performance Measures:
1. Limit overtime (% of salaries & wages) 7.1%
2. OSHA recordable accidents, 0
3. Response to workorders, 12 hours

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 1,407,699	$ 1,544,168	$ 1,396,049	$ 1,705,621
Other Employee Expenses	784,933	815,655	817,086	935,783
Utilities	846,653	959,250	1,000,765	946,955
Purchased Services	861,526	1,009,563	950,450	1,079,569
Material & Supplies	1,791,297	1,218,804	1,167,797	1,437,338
Office/Administration	520,378	38,020	96,809	81,720
Non-Capital Equipment	11,400	186,500	186,500	-
	$ 6,223,886	**$ 5,771,960**	**$ 5,615,456**	**$ 6,186,986**

20 TERMINAL 20

Account Summary

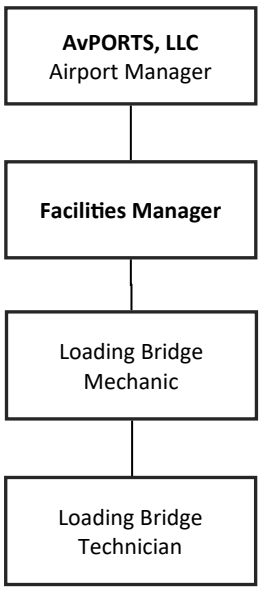
			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
	11000	Salaries	$ 1,306,444	$ 1,402,212	$ 1,258,689	$ 1,592,111
	11005	Part Time/Seasaonal Salaries	-	25,091	39,131	26,834
	12010	Overtime 1.5	101,255	116,290	98,229	83,430
	12020	Overtime 2.0	-	574	-	3,247
			1,407,699	1,544,168	1,396,049	1,705,621
35	**Other Employee Expenses**					
	21000	Social Security	105,482	118,129	95,389	130,480
	22000	Health Insurance	492,981	496,941	522,736	534,008
	22200	Dental Insurance	-	-	-	21,754
	25000	Uniforms & Laundry	16,241	12,000	18,298	16,750
	25005	Uniform Purchases	2,047	3,000	3,364	3,000
	26010	Disability Insurance	24,658	27,766	25,846	26,192
	26020	Unemployment Insurance	8,864	9,502	17,859	34,344
	26030	Workers Compensation	100,952	114,209	101,853	129,271
	29001	TBI Retirement	33,708	34,108	31,743	39,983
			784,933	815,655	817,086	935,783
36	**Utilities**					
	31000	Electric	597,279	687,000	666,685	687,000
	33000	Natural Gas	94,827	78,045	154,948	78,045
	34000	Sewer	78,381	78,000	75,000	78,000
	35000	Water	65,053	101,000	101,000	101,000
	36010	Telephone Charges-Local	24	100	-	100
	36011	Telephone Charges-Long Distance	11	10	-	10
	36017	Payphones Annual & Monthly Service	7,775	12,295	-	-
	36018	Payphones - Monthly Usage	109	150	-	150
	36020	Telephone Repairs	1,326	-	-	-
	36060	Cable Television	1,869	2,650	3,132	2,650
			846,653	959,250	1,000,765	946,955
37	**Purchased Services**					
	42060	Property Insurance	84,684	120,639	94,000	108,500
	42095	Insurance Claims	10,000	10,000	10,000	10,000
	44005	Perimeter Security	19,842	68,383	68,000	68,383
	45000	Janitorial Services	472,905	497,565	479,882	571,992
	45010	Refuse Removal Services	41,170	71,121	40,431	71,121
	46012	Artistic Exhibits	50,173	90,727	93,137	98,445
	46020	Passenger Info Booth	153,902	151,128	165,000	151,128
	49010	Architectural Services	28,850	-	-	-
			861,526	1,009,563	950,450	1,079,569

20 TERMINAL 20

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
38	**Material & Supplies**					
	52010	Alarm & PA Systems	62,378	53,368	25.703	50,000
	52020	Baggage System	945	20,000	20.000	45,000
	52031	Electrical Repairs & Supplies	167,397	161,500	156,752	161,500
	52032	Elevator Repairs & Supplies	154,990	75,000	109,493	90,000
	52033	HVAC	240,591	125,000	128,801	185,000
	52034	Roof	-	5,000	-	5,000
	52035	Plumbing Repairs & Supplies	73,058	65,000	60,000	75,000
	52036	Automatic Door Repairs & Supplies	2,017	8,000	1,277	8,000
	52037	Pest Control	54,776	36,000	37,545	55,000
	52060	Building Maintenance	683,738	300,000	300,000	403,060
	52062	Janitorial Supplies	183,943	238,435	238,435	238,435
	52063	Window Washing	13,282	72,727	7,154	75,169
	52080	Sign Expense	9,136	-	14,094	-
	52090	Flight Information Displays	110,074	51,874	34.696	39,274
	53010	Landscaping	34,782	3,000	31.163	3,000
	53030	Pavement Repairs	-	-	2,683	-
	53060	Dump Fees - Landfill	-	900	-	900
	53070	Hazardous Waste Management	190	-	-	-
	54011	Diesel Fuel	-	3,000	-	3,000
			1,791,297	1,218,804	1,167,797	1,437,338
39	**Office/Administration**					
	55010	Office Equipment Rental	1,452	820	816	820
	55014	Computer Systems	6,325	5,200	2.000	5,200
	55015	Hardware/Software Maint Agreements	7,916	25,450	87.993	23,950
	55016	Computer Equipment	39,295	4,550	6.000	49,750
	55020	Office Furniture & Fixtures	745	-	-	-
	55060	Office Supplies	1,004	2,000	-	2,000
	66080	Airline Incentive Expenses	463,641	-	-	-
			520,378	38,020	96,809	81,720
41	**Non-Capital Equipment**					
	83000	Equipment	11,400	186,500	186.500	-
	Non Capital / Contingency		11,400	186,500	186,500	-
			$ 6,223,886	**$ 5,771,960**	**$ 5,615,456**	**$ 6,186,986**

21 PASSENGER LOADING BRIDGE



21 LOADING BRIDGES
Position Count

	Budget 2020	Budget 2021	Budget 2022
Full Time Positions			
LOADING BRIDGE			
MFZ-Loading Bridge Mechanic	-	1	1
MFZ-Loading Bridge Technician	-	1	1
	-	2	2
	-	**2**	**2**
	-	**2**	**2**

21 LOADING BRIDGES

Overview

This department includes the maintenance expenses and related debt service payments associated with fourteen loading bridges. Revenues are collected in amounts sufficient to offset any expenses the Authority incurs.

Manager: Kevin Hehir, AvPORTS, LLC

Rates & Charges Allocation: Direct; costs bore by Signatory Airlines.

Goals / Objectives / Performance Measures:
1. Response to Passenger Load Bridge outages, 1 hour

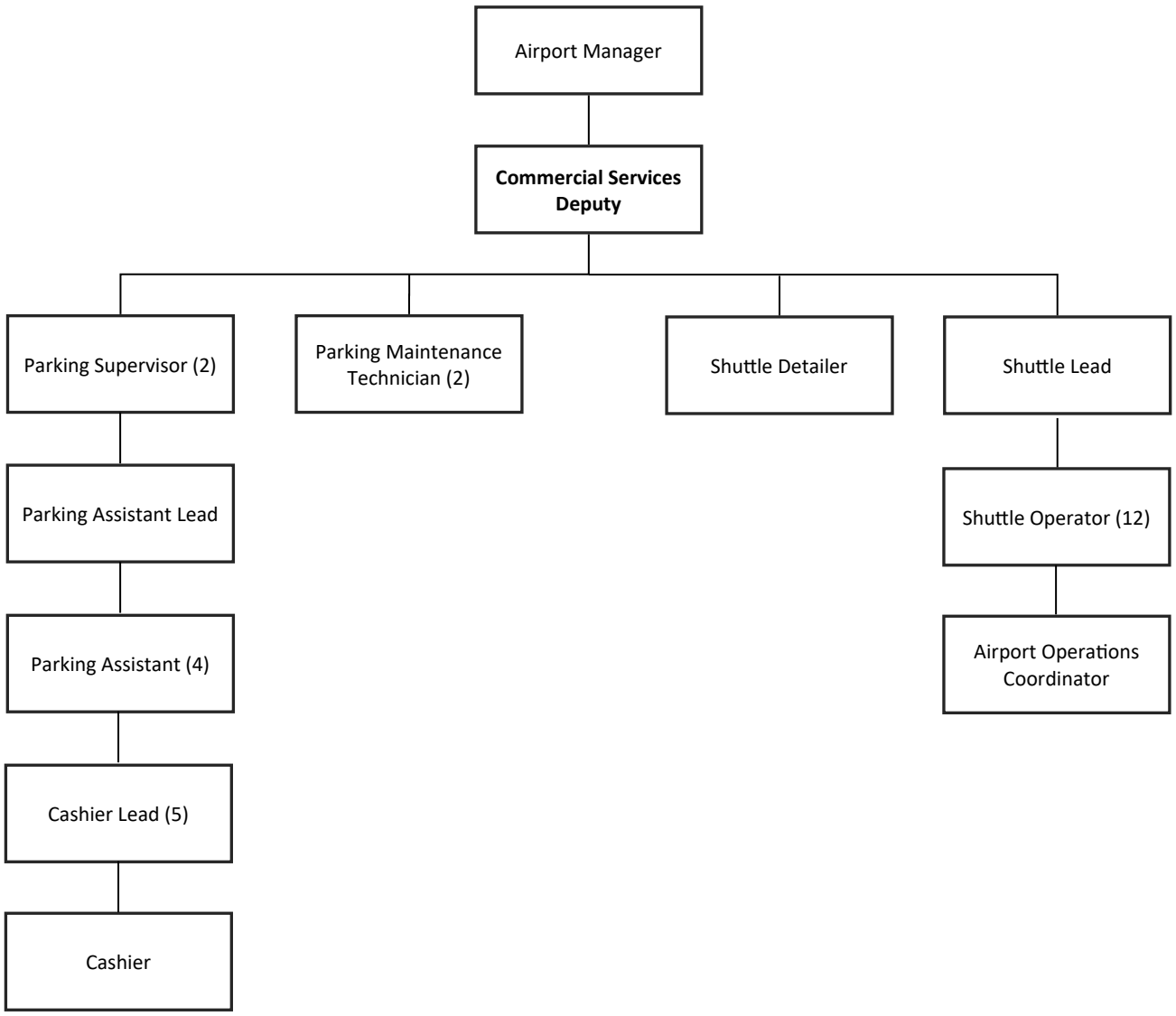
	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 89,897	$ 97,607	$ 90,191	$ 99,507
Other Employee Expenses	55,322	59,792	63,191	73,905
Utilities	68,250	68,250	79,625	68,250
Purchased Services	-	-	-	-
Material & Supplies	50,227	82,750	81,383	82,750
Office/Administration	-	-	-	-
Non-Capital Equipment	-	-	-	-
	$ 263,696	**$ 308,399**	**$ 314,390**	**$ 324,412**

21 LOADING BRIDGES 21

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
	11000	Salaries	$ 82,040	$ 83,415	$ 79.744	$ 83,618
	12010	Overtime 1.5	8,049	12,515	10.446	12,541
	12020	Overtime 2.0	(192)	1,677	-	3,348
			89,897	97,607	90,191	99,507
35	**Other Employee Expenses**					
	21000	Social Security	6,622	7,466	5,351	7,612
	22000	Health Insurance	37,333	38,124	45.185	50,534
	22200	Dental Insurance	-	-	-	1,437
	25000	Uniforms & Laundry	869	1,200	986	1,200
	25005	Uniform Purchases	-	200	-	200
	26010	Disability Insurance	1,778	1,734	1,909	1,406
	26020	Unemployment Insurance	99	1,383	1,110	1,808
	26030	Workers Compensation	5,910	6,757	5,975	6,773
	29001	TBI Retirement	2,713	2,928	2,673	2,935
			55,322	59,792	63,191	73,905
36	**Utilities**					
	31000	Electric	68,250	68,250	79.625	68,250
			68,250	68,250	79,625	68,250
37	**Purchased Services**					
			-	-	-	-
38	**Material & Supplies**					
	52010	Alarm & PA Systems	975	1,000	-	1,000
	52031	Electrical Repairs & Supplies	11,872	6,000	10,883	6,000
	52033	HVAC	448	750	500	750
	52060	Building Maintenance	36,932	75,000	70,000	75,000
			50,227	82,750	81,383	82,750
39	**Office/Administration**					
			-	-	-	-
41	**Non-Capital Equipment**					
	Non Capital / Contingency		-	-	-	-
			$ 263,696	**$ 308,399**	**$ 314,390**	**$ 324,412**

30 Parking


Airport Manager
Commercial Services Deputy
Parking Supervisor (2)
Parking Maintenance Technician (2)
Shuttle Detailer
Shuttle Lead
Parking Assistant Lead
Shuttle Operator (12)
Parking Assistant (4)
Airport Operations Coordinator
Cashier Lead (5)
Cashier

30 PARKING
Position Count

		Budget 2020	Budget 2021	Budget 2022
Full Time Positions				
MFZ-Deputy, Commercial Services		1	1	1
		1	1	1
PARKING				
MFZ-Parking Assistant		1	2	2
MFZ-Parking Assistant Lead		-	1	1
MFZ-Parking Cashier		14	10	10
MFZ-Parking Cashier Lead		6	5	5
MFZ-Parking MaintenanceTechnician		4	2	2
MFZ-Parking Supervisor		2	1	1
MFZ-Parking Supervisor	Vacant	-	-	1
		27	21	22
SHUTTLE				
MFZ-Shuttle Detailer		1	1	1
MFZ-Shuttle Operator Lead		1	1	-
MFZ-Shuttle Operator non-CDL		-	7	7
MFZ-Shuttle Operator w/CDL		-	5	5
		2	14	13
ZREQUEST				
MFZ-Parking Assistant		-	-	2
MFZ-Parking Supervisor		-	-	1
		-	-	3
		30	**36**	**39**
Part Time Positions				
PARKING				
MFZ-Cashier	Vacant	-	5	5
		-	5	5
SHUTTLE				
MFZ-Shuttle Operator		3	1	-
MFZ-Shuttle Operator non-CDL		-	1	1
		3	2	1
		3	**7**	**6**
		33	**43**	**45**

30 PARKING

30

Overview

This department is used to account for all the cost necessary to maintain the parking garages, the parking lots,and the shuttle buses used between the terminal and economy parking lot. These costs include the salaries and benefits for the parking cashiers, maintenance workers, shuttle bus drivers and detailer, utilities, parking lot equipment maintenance and repair, parking ticket stock, maintenance of the shuttle buses, and snow removal services..

The overall parking capacity is 7,222 parking spaces; Garage North, 1,912; Garage South, 1,000; Long Term, 1,278; Long Term C, 187; Short Term, 222; Economy, 1,217; Overflow, 1,206; and Other, 200.

Manager: Katie Mahoney, AvPORTS, LLC

Rates & Charges Allocation: Direct; 100 percent cost bore by Authority.

Goals / Objectives / Performance Measures:
1. Overtime (percent of salaries), 10.2 percent

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 1,361,999	$ 1,518,135	$ 1,410,327	$ 1,773,463
Other Employee Expenses	706,971	785,718	764,629	867,546
Utilities	250,572	275,495	286,269	275,495
Purchased Services	206,673	145,635	72,099	152,500
Material & Supplies	680,863	683,649	547,219	803,099
Office/Administration	308,174	598,184	281,508	601,984
Non-Capital Equipment	338,435	-	123,617	-
	$ 3,853,686	**$ 4,006,816**	**$ 3,485,668**	**$ 4,474,087**

30 PARKING 30

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
	11000	Salaries	$ 1,239,243	$ 1,329,102	$ 1,203,248	$ 1,462,102
	11005	Part Time/Seasaonal Salaries	-	34,355	35,672	93,516
	12010	Overtime 1.5	117,392	148,050	171,407	210,534
	12020	Overtime 2.0	3,008	6,627	-	7,311
	13000	Temporary Help	2,356	-	-	-
			1,361,999	1,518,135	1,410,327	1,773,463
35	**Other Employee Expenses**					
	21000	Social Security	100,791	115,853	88,215	135,670
	22000	Health Insurance	458,001	500,422	533,673	517,001
	22200	Dental Insurance	-	-	-	22,202
	24000	Medical Exams	-	600	-	600
	25000	Uniforms & Laundry	12,436	9,000	13,056	12,500
	25005	Uniform Purchases	1,521	2,000	5,769	3,000
	26010	Disability Insurance	26,255	24,849	24,683	25,139
	26020	Unemployment Insurance	9,175	24,890	20,505	37,960
	26030	Workers Compensation	66,862	63,243	52,148	74,084
	29001	TBI Retirement	31,931	44,861	26,579	39,390
			706,971	785,718	764,629	867,546
36	**Utilities**					
	31000	Electric	247,681	269,000	284,667	269,000
	33000	Natural Gas	1,218	5,000	-	5,000
	35000	Water	312	350	-	350
	36010	Telephone Charges-Local	1,330	1,100	1,602	1,100
	36011	Telephone Charges-Long Distance	32	45	-	45
			250,572	275,495	286,269	275,495
37	**Purchased Services**					
	42060	Property Insurance	78,616	76,635	60,000	87,500
	42095	Insurance Claims	10,000	5,000	3,099	5,000
	44010	Armored Car Service	4,830	9,000	9,000	5,000
	44020	Parking Valet Service	113,226	-	-	-
	47000	Special Studies	-	30,000	-	30,000
	49020	Engineering Services	-	25,000	-	25,000
			206,673	145,635	72,099	152,500

30 PARKING 30

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
38	**Material & Supplies**					
	52010	Alarm & PA Systems	5,330	6,044	2,844	6,044
	52031	Electrical Repairs & Supplies	145,078	30,000	23,497	30,000
	52032	Elevator Repair & Supplies	27,939	20,000	17,268	25,000
	52033	HVAC	798	10,000	-	10,000
	52034	Roof	1,507	1,000	-	1,000
	52035	Plumbing Repairs & Supplies	8,559	50,000	20,000	50,000
	52036	Automatic door Repairs & Supplies	-	4,000	-	4,000
	52037	Pest Control	648	720	700	720
	52060	Building Maintenance	141,357	40,750	40,123	140,000
	52063	Window Washing	2,926	-	-	8,000
	52080	Sign Expense	6,745	2,800	1,000	6,500
	53010	Landscaping	876	2,500	-	2,500
	53020	Fencing	-	900	-	900
	53030	Pavement Repairs	57,300	100,000	71,420	100,000
	53040	Sign Expense	12,463	9,000	12,086	12,500
	53048	Snow Removal Supplies	25,022	58,500	58,147	58,500
	53050	Snow Removal Services	115,286	200,000	199,382	200,000
	53070	Hazardous Waste Management	250	-	-	-
	53071	Wildlife Hazard Management	-	3,000	-	3,000
	53085	Land Lease	15,435	15,435	18,008	15,435
	54010	Gasoline	21,726	30,000	40,533	30,000
	54011	Diesel Fuel	8,151	7,000	1,366	7,000
	54013	Vehicle/Equipment Tires	3,742	9,000	3,938	9,000
	54015	CNG Fuel	8,874	23,000	15,000	23,000
	54021	Vehicle Repair & Maintenance	21,084	38,000	15,228	38,000
	54022	Vehicle Communications Equip & Repa	-	1,000	-	1,000
	54030	General Equipment Repair & Maintena	49,767	21,000	6,680	21,000
			680,863	683,649	547,219	803,099
39	**Office/Administration**					
	55010	Office Equipment Rental	1,161	1,000	681	1,200
	55012	Office Equipment Service Agreement	315	1,000	-	1,000
	55014	Computer Systems	22,498	5,200	5,200	5,200
	55015	Hardware/Software Maint Support	19,633	59,984	30,001	59,984
	55016	Computer Equipment	13,524	7,950	-	5,600
	55020	Office Furniture & Fixtures	-	1,500	-	1,500
	55030	Printed Forms / Letterhead	163	6,700	330	6,700
	55031	Parking Ticket Stock	4,244	-	-	6,000
	55060	Office Supplies	635	1,800	992	1,800
	66000	Dues & Subscriptions	-	50	-	-
	66010	Training / Travel	265	3,000	-	3,000
	66060	Credit Card Service Charges	190,153	390,000	190,525	390,000
	66061	EZ Pass Fees	55,583	120,000	53,780	120,000
			308,174	598,184	281,508	601,984
41	**Non-Capital Equipment**					
	83000	Equipment	338,435	-	123,617	-
	Non Capital / Contingency		338,435	-	123,617	-
			$ 3,853,686	**$ 4,006,816**	**$ 3,485,668**	**$ 4,474,087**

32 LANDSIDE

32

Overview

This department is used to account for expenses of the buildings and properties located outside the Air Opeations Area (AOA) and includes costs to maintain the buildings, properties, and any of the Authoirty's responsibilities under lease agreements within this area.

Rates & Charges Allocation: Direct; 100 percent of the cost is bore by the Authority.

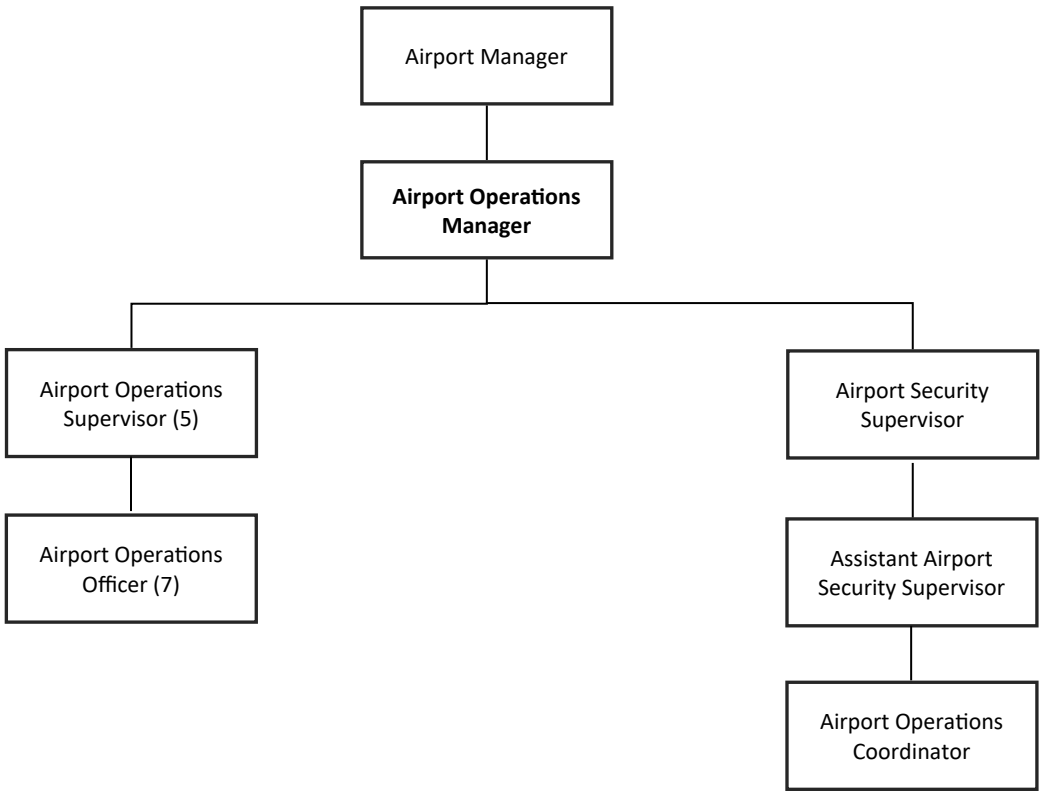
	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ -	$ -	$ -	$ -
Other Employee Expenses	-	-	-	-
Utilities	215,647	300,755	318,134	300,755
Purchased Services	78,872	87,149	50,000	68,502
Material & Supplies	979,009	814,400	902,219	867,825
Office/Administration	38,000	40,200	39,500	40,250
Non-Capital Equipment	-	-	33,790	-
	$ 1,311,527	**$ 1,242,504**	**$ 1,343,643**	**$ 1,277,332**

32 LANDSIDE 32

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**		-	-	-	-
35	**Other Employee Expenses**		-	-	-	-
36	**Utilities**					
	31000	Electric	108,920	118,000	149,623	118,000
	33000	Natural Gas	68,498	139,830	127,202	139,830
	34000	Sewer	12,374	12,300	12,300	12,300
	35000	Water	21,639	27,000	24,000	27,000
	36010	Telephone Charges-Local	4,216	3,600	5,010	3,600
	36011	Telephone Charges - Long Distance	-	25	-	25
			215,647	300,755	318,134	300,755
37	**Purchased Services**					
	42060	Property Insurance	49,940	62,149	50,000	56,000
	44030	Employee Shuttle Service	25,000	25,000	-	12,502
	49010	Architectural Services	3,933	-	-	-
			78,872	87,149	50,000	68,502
38	**Material & Supplies**					
	52010	Alarm & PA Systems	32,173	25,000	42,754	25,000
	52031	Electrical Repairs & Supplies	10,848	22,500	41,984	22,500
	52033	HVAC	54,644	35,000	34,681	75,000
	52034	Roof	26,106	12,500	1,591	15,500
	52035	Plumbing Repairs & Supplies	55,724	27,500	8,404	27,500
	52037	Pest Control	4,690	4,800	6,016	4,800
	52051	Control Tower Maintenance	299,563	300,000	300,000	300,000
	52060	Building Maintenance	182,510	125,000	120,000	140,000
	53010	Landscaping	20,816	5,000	75,466	5,000
	53030	Pavement Repairs	11,692	-	-	-
	53040	Sign Repairs	27,790	-	8,566	-
	53041	Traffice Light Repairs	-	2,000	-	2,000
	53048	Snow Removal Supplies	2,398	2,500	-	2,500
	53050	Snow Removal Contract Svces	12,468	28,000	14,865	28,000
	53051	NYS Police Hangar Maintenance	124,000	125,000	125.000	125,000
	53078	Liquid Waste Disposal	3,947	-	-	-
	53090	T-Hangar Maintenance	109,639	99,600	122.893	95,025
			979,009	814,400	902,219	867,825
39	**Office/Administration**					
	55014	Computer Systems	-	1,500	1,500	1,500
	55016	Computer Equipment	-	700	-	750
	66050	Property Taxes	38,000	38,000	38,000	38,000
			38,000	40,200	39,500	40,250
41	**Non-Capital Equipment**					
	83000	Equipment	-	-	33,790	-
	Non Capital / Contingency		-	-	33,790	-
			$ 1,311,527	**$ 1,242,504**	**$ 1,343,643**	**$ 1,277,332**

41 OPERATIONS



41 OPERATIONS
Position Count

		Budget 2020	Budget 2021	Budget 2022
Full Time Positions				
.				
MFZ-Airport Operations Manager		1	1	1
		1	1	1
OPERATIONS				
MFZ-Airport Operations Officer		4	4	4
MFZ-Airport Operations Officer	Vacant	-	1	1
MFZ-Airport Operations Supervisor		5	5	5
MFZ-Receptionist		1	-	-
		10	10	10
SECURITY				
MFZ-Airport Security Supervisor		1	1	1
MFZ-Assistant Airport Security Supervisor		1	1	1
MFZ-Security / Operations Coordinator		-	1	1
		2	3	3
ZREQUEST				
MFZ-Airport Operations Officer- 3 new positions		-	-	3
		-	-	3
		13	**14**	**17**
		13	**14**	**17**

41 OPERATIONS

Overview

The Albany International Airport is an Federal Aviation Administration certificated Part 139 Airport. As a Part 139 Airport, it is required to have a command center for the overall day-to-day operations of the airport. This department includes the costs for the 24/7/365 staffing of the command center as well as other Part 139 inspection and enforcement responsiblities.

Manager: James O'Brien, AvPORTS, LLC

Rates & Charges Allocation: Indirect; charges allocated 40% Airfield, 30% Terminal, 5% Loading Bridge, 5% Parking, 10% Landside, 5% FBO- Commercial, and 5% FBO- General Aviation.

Goals / Objectives / Performance Measures:
1. FAA Part 139 Discrepencies, 6

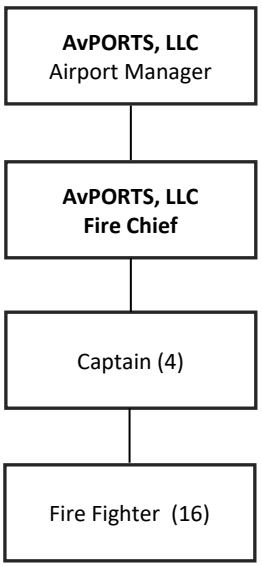
	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 643,779	$ 727,298	$ 611,145	$ 835,112
Other Employee Expenses	318,922	331,484	334,684	431,108
Utilities	61,947	75,365	64,370	75,365
Purchased Services	-	-	-	-
Material & Supplies	-	-	-	-
Office/Administration	12,718	37,485	30,409	47,115
Non-Capital Equipment	-	49,000	49,000	49,000
	$ 1,037,366	**$ 1,220,632**	**$ 1,089,609**	**$ 1,437,700**

41 OPERATIONS 41

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
11000	Salaries		$ 584,367	$ 633,795	$ 526.884	$ 766,887
12010	Overtime 1.5		59,398	93,503	84.262	68,225
12020	Overtime 2.0		14	-	-	-
			643,779	727,298	611,145	835,112
35	**Other Employee Expenses**					
21000	Social Security		47,598	45,581	44,966	68,054
22000	Health Insurance		194,691	194,921	209.831	231,950
22200	Dental Insurance		-	-	-	8,527
25000	Uniforms & Laundry		671	1,500	669	1,500
25005	Uniform Purchases		2,151	3,816	2,500	3,816
26010	Disability Insurance		11,223	10,732	11,747	13,956
26020	Unemployment Insurance		3,768	8,986	7,236	15,365
26030	Workers Compensation		42,076	47,338	42,544	62,118
29001	TBI Retirement		16,745	18,611	15,192	25,824
			318,922	331,484	334,684	431,108
36	**Utilities**					
36010	Telephone Charges-Local		7,541	7,600	8.408	7,600
36011	Telephone Charges-Long Distance		122	165	-	165
36030	Telephone-Cellular		54,284	64,800	55,962	64,800
36060	Cable Television		-	2,800	-	2,800
			61,947	75,365	64,370	75,365
37	**Purchased Services**					
			-	-	-	-
38	**Material & Supplies**					
			-	-	-	-
39	**Office/Administration**					
55010	Office Equipment Rental		1,914	1,700	1.855	1,700
55012	Office Equipment Service Agreement		1,194	1,200	1,194	1,200
55014	Computer Systems		-	3,000	9,904	2,900
55015	Hardware/Software Maintenance Agree		1,500	9,185	3,000	9,300
55016	Computer Equipment		-	700	-	750
55020	Office Furniture & Fixtures		-	2,400	1,000	2,500
55030	Printed Forms / Letterhead		-	300	-	300
55060	Office Supplies		1,801	2,300	1,769	2,300
66000	Dues & Subscriptions		4,389	4,950	5,000	5,225
66002	A.A.A.E. Membership		275	-	-	-
66010	Training / Travel		1,646	11,750	6,688	20,940
			12,718	37,485	30,409	47,115
41	**Non-Capital Equipment**					
83000	Equipment		-	49,000	49,000	49,000
	Non Capital / Contingency		-	49,000	49,000	49,000
			$ 1,037,366	**$ 1,220,632**	**$ 1,089,609**	**$ 1,437,700**

42 ARFF


AvPORTS, LLC
Airport Manager
AvPORTS, LLC
Fire Chief
Captain (4)
Fire Fighter (16)

42 ARFF

Position Count

	Budget 2020	Budget 2021	Budget 2022
Full Time Positions			
MFZ-ARFF Captain / Safety Supervisor	4	4	4
MFZ-ARFF Chief / Safety Manager	1	1	1
MFZ-ARFF Firefighter / Safety Officer	16	16	16
MFZ-Longevity Pay 2021, 1 @ $300	-	-	-
MFZ-Longevity Pay 2021, 3 @ $600	-	-	-
MFZ-Longevity Pay 2021, 6 @ $850	-	-	-
MFZ-Longevity Pay 2022, 1 @ $300	-	-	-
MFZ-Longevity Pay 2022, 3 @ $600	-	-	-
MFZ-Longevity Pay 2022, 4 @ $850	-	-	-
RAC-Longevity	-	-	-
	21	21	21
	21	**21**	**21**
	21	**21**	**21**

42 ARFF

Overview

This department is a necessity pursuant to FAA Part 139. Based on the length of the largest aircraft providing service to the Airport, it is classified as Index C. This cost center includes the salaries and benefits for the ARFF employees, all the expenses for ARFF supplies, the maintenance expenses associated with the ARFF facility which includes HVAC, electrical, building maintenance, and the repair and maintenance of the ARFF vehicles and equipment.

Manager: David Cook, AvPORTS, LLC

Rates & Charges Allocation: Indirect; charges allocated 15% Airfield, 48% Terminal, 1% Loading Bridge, 6% Parking, 24% Landside, 3% FBO- Commercial, and 3% FBO- General Aviation.

Goals / Objectives / Performance Measures:
1. Fire Extinguishers Inspected/Services, 5,750
2. Building Code Inspections, 20
3. FAA ARFF Training Hours, 480

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 1,346,762	$ 1,343,299	$ 1,277,133	$ 1,298,664
Other Employee Expenses	587,363	672,371	640,656	661,725
Utilities	23,396	31,365	27,869	31,365
Purchased Services	5,529	8,337	8,769	7,000
Material & Supplies	109,159	131,437	147,788	178,405
Office/Administration	35,317	56,254	63,988	63,715
Non-Capital Equipment	17,786	-	-	30,000
	$ 2,125,312	**$ 2,243,063**	**$ 2,166,203**	**$ 2,270,873**

42 ARFF 42

Account Summary

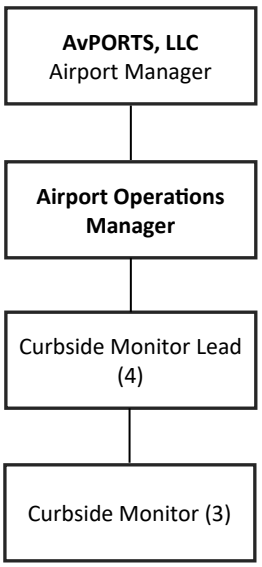
			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
	11000	Salaries	$ 1,140,901	$ 1,189,647	$ 1,108,662	$ 1,141,203
	12010	Overtime 1.5	205,861	152,479	168,471	156,324
	12020	Overtime 2.0	-	1,173	-	1,136
			1,346,762	1,343,299	1,277,133	1,298,664
35	**Other Employee Expenses**					
	21000	Social Security	92,741	102,818	92,603	99,348
	22000	Health Insurance	352,107	370,748	401,094	346,951
	22200	Dental Insurance	-	-	-	15,215
	24000	Medical Exams	3,847	3,000	-	3,500
	25000	Uniforms & Laundry	34	-	-	-
	25005	Uniform Purchases	9,032	12,000	13,284	15,000
	26010	Disability Insurance	21,329	23,017	20,564	20,884
	26020	Unemployment Insurance	5,651	14,519	11,549	18,980
	26030	Workers Compensation	66,745	108,643	67,486	105,193
	29001	TBI Retirement	35,878	37,626	34,076	36,655
			587,363	672,371	640,656	661,725
36	**Utilities**					
	31000	Electric	17,317	24,000	20,724	24,000
	33000	Natural Gas	4,807	7,200	7,145	7,200
	36010	Telephone Charges-Local	89	125	-	125
	36011	Telephone Charges-Long Distance	45	40	-	40
	36020	Telephone Repairs	1,139	-	-	-
			23,396	31,365	27,869	31,365
37	**Purchased Services**					
	42060	Property Insurance	4,691	5,837	8,769	7,000
	46010	Public Relations	838	2,500	-	-
			5,529	8,337	8,769	7,000
38	**Material & Supplies**					
	51030	EMS Supplies	7,063	14,285	16,653	16,184
	51031	ARFF Supplies	19,284	21,800	37,063	59,992
	51032	Hazardous Material Supplies	1,158	5,000	4,404	5,000
	51033	ARFF Foam	2,234	25,922	20,000	33,257
	52010	Alarm & PA Systems	4,231	1,500	-	1,500
	52031	Electrical Repairs & Supplies	3,640	2,700	1,463	2,700
	52033	HVAC	1,319	7,500	6,118	9,500
	52034	Roof	-	1,000	-	1,000
	52035	Plumbing Repairs & Supplies	672	2,500	3,972	2,500
	52037	Pest Control	509	600	588	600
	52040	Fire Equipment Services	3,860	13,633	16,935	5,866
	52041	Fire Equipment Testing	3,585	2,796	2,554	4,606
	52060	Building Maintenance	26,184	6,000	10,085	9,000
	52062	Janitorial Supplies	6,940	3,500	3,500	3,500
	53010	Landscaping	-	200	-	200
	53070	Hazardous Waste Management	1,061	-	-	-
	54013	Vehilcle/Equipment Tires	14,412	4,500	4,500	5,000
	54045	ARFF Vehicle Repair & Maintenance	13,006	18,000	19,954	18,000
			109,159	131,437	147,788	178,405

42 ARFF 42

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
39	**Office/Administration**					
	55010	Office Equipment Rental	657	400	661	400
	55012	Office Equipment Service Agreement	525	375	750	375
	55014	Computer Systems	216	700	-	700
	55015	Hardware/Software Maintenance Agree	2,388	2,690	2,000	7,296
	55016	Computer Equipment	-	3,300	2,000	2,550
	55020	Office Furniture & Fixtures	-	3,000	5,995	3,000
	55030	Printed Forms / Letterhead	-	150	-	150
	55050	Reference Materials	1,197	1,700	-	1,700
	55060	Office Supplies	859	1,500	1,907	1,600
	66000	Dues & Subscriptions	2,170	2,239	4,019	2,100
	66010	Training / Travel	27,306	40,200	46,656	43,844
			35,317	56,254	63,988	63,715
41	**Non-Capital Equipment**					
	83000	Equipment	17,786	-	-	30,000
	Non Capital / Contingency		17,786	-	-	30,000
			$ 2,125,312	**$ 2,243,063**	**$ 2,166,203**	**$ 2,270,873**

43 SECURITY


AvPORTS, LLC
Airport Manager
Airport Operations Manager
Curbside Monitor Lead (4)
Curbside Monitor (3)

43 SECURITY
Position Count

		Budget 2020	Budget 2021	Budget 2022
Full Time Positions				
SECURITY				
MFZ-Curbside Monitor		4	3	2
MFZ-Curbside Monitor	Vacant	-	-	1
MFZ-Curbside Senior Lead		-	1	1
		4	4	4
		4	**4**	**4**
Part Time Positions				
SECURITY				
MFZ-Curbside Monitor		3	3	3
MFZ-Curbside Monitor	Vacant	-	2	2
		3	5	5
		3	**5**	**5**
		7	**9**	**9**

43 SECURITY

Overview

This cost center includes the salaries and benefits for the Curbside Monitors, the costs affiliated with employee security checks and badging, security equipment, and the fees incurred to have the Albany County Sheriffs provide protective service on Airport premises.

Manager: James O'Brien, AvPORTS, LLC

Rates & Charges Allocation: Indirect; charges allocated: 15% Airfield, 50% Terminal, 3% Loading Bridge, 20% Parking, 10% Landside, 1% FBO- Commercial, and 1% FBO- General Aviation.

Goals / Objectives / Performance Measures:
1. Fingerprinting, 500
2. Driver Training,100
3. Badges Issued and Revalidations, 1,000

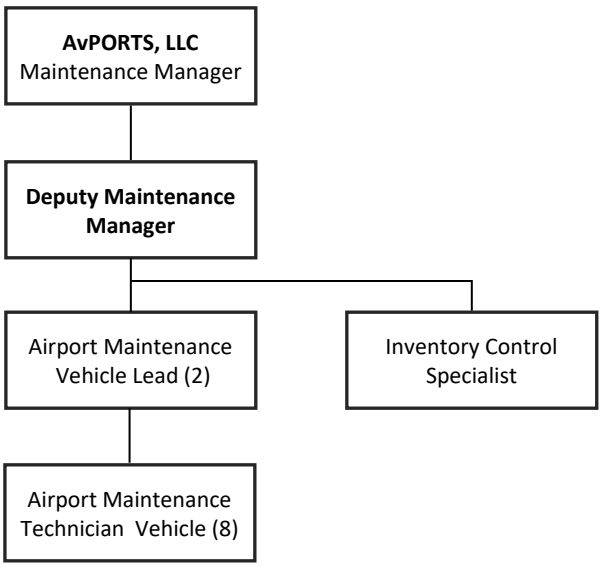
	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 157,641	$ 157,664	$ 139,006	$ 195,529
Other Employee Expenses	86,166	90,279	88,345	121,351
Utilities	4,022	4,100	2,671	4,100
Purchased Services	1,779,885	1,591,868	2,087,109	2,091,868
Material & Supplies	144,149	168,500	145,603	181,500
Office/Administration	28,668	41,170	58,369	31,125
Non-Capital Equipment	-	-	-	-
	$ 2,200,531	**$ 2,053,581**	**$ 2,521,103**	**$ 2,625,473**

43 SECURITY 43

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
	11000	Salaries	$ 152,641	$ 114,978	$ 94.458	$ 119,332
	11005	Part Time/Seasaonal Salaries	-	40,938	41.195	70,817
	12010	Overtime 1.5	5,000	1,748	3,352	5,380
			157,641	157,664	139,006	195,529
35	**Other Employee Expenses**					
	21000	Social Security	19,836	11,847	10,143	14,957
	22000	Health Insurance	51,890	52,774	62.632	70,179
	22200	Dental Insurance	-	-	-	2,785
	25000	Uniforms & Laundry	1,807	2,000	1,983	2,000
	25005	Uniform Purchases	2,515	1,300	750	1,300
	26010	Disability Insurance	2,108	3,201	2,897	2,006
	26020	Unemployment Insurance	1,595	3,608	3,467	8,134
	26030	Workers Compensation	3,235	12,403	3,271	15,837
	29001	TBI Retirement	3,180	3,146	3,202	4,153
			86,166	90,279	88,345	121,351
36	**Utilities**					
	36012	Telephone - Sheriff	4,022	4,100	2,671	4,100
			4,022	4,100	2,671	4,100
37	**Purchased Services**					
	44000	Public Safety	1,779,885	1,591,868	2,087,109	2,091,868
			1,779,885	1,591,868	2,087,109	2,091,868
38	**Material & Supplies**					
	52012	Card Access System	81,829	75,000	90,303	80,000
	52013	CCTV Repair	35,489	42,000	28,549	50,000
	52014	Key Access System	7,309	16,500	7,375	16,500
	52070	Security System	2,955	-	-	-
	52071	ID Tags	16,568	35,000	19,377	35,000
			144,149	168,500	145,603	181,500
39	**Office/Administration**					
	55014	Computer Systems	65	2,500	336	2,500
	55015	Hardware/Software Maintenance Agree	28,603	19,500	49,145	21,500
	55016	Computer Equipment	-	14,475	5,000	7,125
	55020	Office Furniture & Fixtures	-	-	2,758	-
	66010	Training / Travel	-	4,695	1,130	-
			28,668	41,170	58,369	31,125
41	**Non-Capital Equipment**					
	Non Capital / Contingency		-	-	-	-
			$ 2,200,531	**$ 2,053,581**	**$ 2,521,103**	**$ 2,625,473**

50 VEHICLE MAINTENANCE



50 VEHICLE MAINTENANCE
Position Count

		Budget 2020	Budget 2021	Budget 2022
Full Time Positions				
MFZ-Airport Maintenance Lead - Vehicle Maintenance		2	2	2
MFZ-Airport Maintenance Technician - Vehicle Maintenance		8	8	6
MFZ-Airport Maintenance Technician - Vehicle Maintenance	Vacant	-	-	2
MFZ-Inventory Control Specialist		1	1	1
MFZ-Longevity Pay		-	-	-
		11	11	11
REQUEST				
MFZ-Airport Maintenance Technician - Vehicle Maintenance		-	-	-
		-	-	0
		11	**11**	**11**
		11	**11**	**11**

50 VEHICLE MAINTENANCE

50

Overview

This cost center includes the salaries and benefits for the vehicle maintenance employees responsible for the maintenance and repairs of all airport vehicles and heavy equipment including snow removal equipment (snow blowers, brooms and plows), heavy equipment (loaders, dumpt trucks, fuel trucks), road vehicles (pick-up trucks, shuttle buses, and vans), general equipment (paint machines, cement mixers and generators) and mowing equipment.

Manager: Chris Pasquini, AvPORTS, LLC

Rates & Charges Allocation: Indirect; charges allocated 35% Airfield, 5% Terminal, -% Loading Bridge, 15% Parking, 37% Landside, 5% FBO- Commercial, and 3% FBO- General Aviation.

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 542,085	$ 593,385	$ 480,906	$ 609,447
Other Employee Expenses	331,778	385,566	355,641	368,352
Utilities	17,958	20,035	22,680	20,035
Purchased Services	75,066	96,109	64,000	75,000
Material & Supplies	393,224	436,290	437,890	438,890
Office/Administration	3,004	44,414	3,556	14,954
Non-Capital Equipment	-	249,000	300,000	480,000
	$ 1,363,115	**$ 1,824,798**	**$ 1,664,673**	**$ 2,006,678**

50 VEHICLE MAINTENANCE 50

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
	11000	Salaries	$ 508,289	$ 561,214	$ 451,409	$ 558,734
	12010	Overtime 1.5	25,826	29,935	29,497	48,483
	12020	Overtime 2.0	7,970	2,235	-	2,230
			542,085	593,385	480,906	609,447
35	**Other Employee Expenses**					
	21000	Social Security	40,171	45,394	34,704	46,623
	22000	Health Insurance	216,759	225,087	234,465	189,068
	22200	Dental Insurance	-	-	-	8,499
	25000	Uniforms & Laundry	5,066	6,000	7,514	6,000
	25005	Uniform Purchases	3,695	3,500	-	3,500
	26010	Disability Insurance	9,865	10,419	10,140	9,394
	26020	Unemployment Insurance	2,450	7,605	4,938	10,846
	26030	Workers Compensation	41,466	73,632	53,621	79,114
	29001	TBI Retirement	12,306	13,929	10,260	15,309
			331,778	385,566	355,641	368,352
36	**Utilities**					
	31000	Electric	5,347	7,000	2,390	7,000
	33000	Natural Gas	12,582	13,000	20,290	13,000
	36010	Telephone Charges-Local	26	25	-	25
	36011	Telephone Charges-Long Distance	2	10	-	10
			17,958	20,035	22,680	20,035
37	**Purchased Services**					
	42020	Automotive Insurance	75,066	96,109	64,000	75,000
			75,066	96,109	64,000	75,000
38	**Material & Supplies**					
	52031	Electrical Repairs & Supplies	1,383	2,250	2,000	2,250
	52033	HVAC	3	-	-	-
	52060	Building Maintenance	1,970	-	-	-
	53060	Dump Fees - Landfill	-	1,980	-	1,980
	53070	Hazardous Waste Management	1,494	3,600	-	3,600
	53078	Liquid Waste Disposal	1	-	-	-
	54010	Gasoline	15,526	15,660	26,451	15,660
	54011	Diesel Fuel	56,847	100,000	86,612	100,000
	54012	Oil / Grease	19,043	22,500	12,268	23,500
	54013	Vehicle/Equipment Tires	65,829	18,900	19,274	20,000
	54021	Vehicle Repair & Maintenance	18,212	35,000	34,723	35,000
	54022	Vehicle Communication Equipment	7,096	5,400	995	5,400
	54030	General Equipment Repair & Maintenac	18,145	22,500	31,034	22,500
	54040	Heavy Equipment Maintenance	43,412	60,000	58,571	60,000
	54050	Snow Equipment Repair & Maintenance	81,675	90,000	90,000	90,000
	54060	Mower Repair & Maintenance	21,913	13,500	6,557	14,000
	54070	Vehicle Shop Tools & Supplies	40,675	45,000	69,405	45,000
			393,224	436,290	437,890	438,890
39	**Office/Administration**					
	55010	Office Equipment Rental	221	300	227	300
	55012	Office Equipment Service Agreements	298	-	-	-
	55014	Computer Systems	-	700	-	700
	55015	Hardware/Software Maintenance Agree	1,500	33,804	3,000	5,544
	55016	Computer Equipment	-	5,660	-	4,460
	55020	Office Furniture & Fixtures	-	450	-	450
	55060	Office Supplies	630	500	-	500
	66010	Training / Travel	354	3,000	329	3,000
			3,004	44,414	3,556	14,954

50 VEHICLE MAINTENANCE 50

Account Summary

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
41	**Non-Capital Equipment**				
83000	Equipment	-	249,000	300,000	480,000
	Non Capital / Contingency	-	249,000	300,000	480,000
		$ 1,363,115	**$ 1,824,798**	**$ 1,664,673**	**$ 2,006,678**

59 AIRPORT MANAGEMENT ADMINISTRATION



59 AIRPORT MANAGEMENT ADMIN
Position Count

	Budget 2020	Budget 2021	Budget 2022
Full Time Positions			
MFZ-Administrative Services Manager	1	1	1
MFZ-Airport Manager	1	1	1
MFZ-Assistant Airport Manager	1	1	1
	3	3	3
ADMIN			
MFZ-Add'l Discretionary	-	-	1
RAC-Administrative Assistant .5 Airfield and .5 Admin	-	1	1
	-	1	2
	3	**4**	**5**
	3	**4**	**5**

59 AIRPORT MANAGEMENT ADMIN 59

Overview

This cost center category inclues the salaries and benefits for the AFCO AvPORTS adminstration and includes the office and administration expenses needed to support the AFCO AvPORTS operations.

Manager: Fred Acunto, AvPORTS, LLC

Rates & Charges Allocation: Indirect; charges allocated based on proportion of AvPORT responsible direct and indirect cost centers.

Goals / Objectives / Performance Measures:
1. Employee Bodily Injury Reports, 100
2. FAA Part 139 Discrepencies, 6

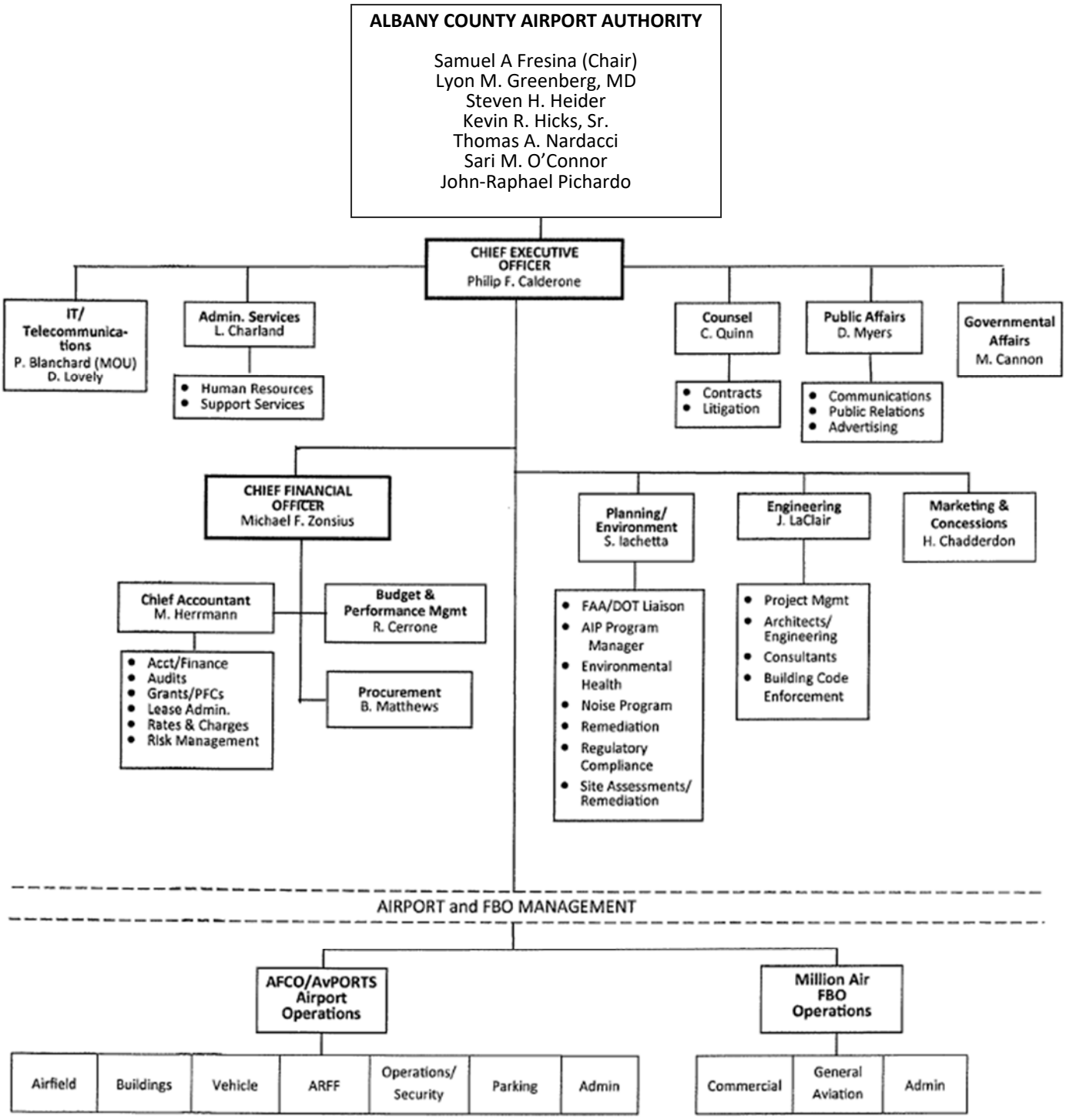
	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 338,039	$ 317,790	$ 266,684	$ 354,584
Other Employee Expenses	115,344	133,623	120,843	161,537
Utilities	442	720	-	720
Purchased Services	430,823	432,254	431,793	432,254
Office/Administration	47,126	51,445	45,533	72,595
Non-Capital Equipment	6,000	750,000	750,000	500,000
	$ 937,773	**$ 1,685,833**	**$ 1,614,854**	**$ 1,521,690**

59 AIRPORT MANAGEMENT ADMIN 59

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
	11000	Salaries	$ 338,039	$ 317,790	$ 266,684	$ 354,584
			338,039	317,790	266,684	354,584
35	**Other Employee Expenses**					
	21000	Social Security	23,458	23,755	17,905	27,126
	22000	Health Insurance	69,343	69,399	70,562	89,795
	22200	Dental Insurance	-	-	-	4,075
	24000	Medical Exams/Abstracts	6,158	18,000	14.875	18,000
	25005	Uniform Purchases	140	500	-	500
	26010	NYS Disability	6,141	9,567	8,211	8,039
	26020	Unemployment Insurance	986	2,766	1,643	3,615
	26030	Workers Compensation	(372)	621	488	649
	29001	Retirement	9,490	9,015	7,159	9,738
			115,344	133,623	120,843	161,537
36	**Utilities**					
	36010	Telephone-Local	122	200	-	200
	36011	Telephone - Long Distance	320	520	-	520
			442	720	-	720
37	**Purchased Services**					
	42010	Airport Liability	5,823	7,254	6,793	7,254
	49040	Professional Management	425,000	425,000	425,000	425,000
			430,823	432,254	431,793	432,254
39	**Office/Administration**					
	55010	Office Equipment Rental	2,774	1,700	2,637	3,000
	55012	Office Equipment Service Agreement	957	1,200	1,044	1,200
	55014	Computer Systems	500	1,000	-	1,200
	55015	Hardware/Software Maint Agreements	-	6,000	-	6,000
	55016	Computer Equipment	-	3,500	1,448	3,500
	55020	Office Furniture and Fixtures	-	500	-	500
	55030	Outside Printing Services	-	500	-	500
	55041	Express Mail	-	-	22	-
	55060	Office Supplies	804	2,045	-	2,045
	55070	Payroll Services	29,038	30,000	40.381	36,000
	66002	AAAE	550	-	-	650
	66010	Training / Travel	12,004	3,000	-	16,000
	66030	Advertising & Public Meetings	500	2,000	-	2,000
			47,126	51,445	45,533	72,595
41	**Non-Capital Equipment**					
	83000	Equipment	6,000	750,000	750,000	500,000
	Non Capital / Contingency		6,000	750,000	750,000	500,000
			$ 937,773	**$ 1,685,833**	**$ 1,614,854**	**$ 1,521,690**

71 AUTHORITY ADMINISTRATION



71 AUTHORITY ADMINISTRATION

Position Count

	Budget 2020	Budget 2021	Budget 2022
Full Time Positions			
MFZ-Account Technician	2	2	2
MFZ-Add'l Discretionary	-	-	1
MFZ-Add'l Discretionary to bring total to $40,000	-	-	1
MFZ-Administration	-	-	1
MFZ-Administrative Services	-	-	1
MFZ-Airport Engineer	1	1	1
MFZ-Airport Planner	1	1	1
MFZ-Budget and Performance Manager	1	1	1
MFZ-Buyer/Deputy Purchasing Agent	1	1	1
MFZ-Chief Accountant	1	1	1
MFZ-Chief Executive Officer	1	1	1
MFZ-Chief Financial Officer	1	1	1
MFZ-Confidential Secretary - Business Development	1	1	1
MFZ-Confidential Secretary - Legal	1	1	1
MFZ-Director of Administrative Services	1	1	-
MFZ-Director of Exhibits & Programs	1	1	1
MFZ-General Counsel	-	1	1
MFZ-Government Relations/Business Development	-	1	1
MFZ-Marketing and Concessions	1	1	1
MFZ-MFZ-Add'l Discretionary	-	1	-
MFZ-Public Relations Officer	1	1	1
MFZ-Purchasing Agent	1	1	1
MFZ-Senior Account Technician	2	1	1
MFZ-Telecom Technician / IT	1	1	1
RAC-Total Salaries	-	1	-
	19	22	23
2021B			
MFZ-2021 Budget $1,977,836	-	-	-
	-	-	0
BY22-02-02			
MFZ-Reduce Discretionary $15,000 to $25,000	-	-	1
	-	-	1
VACANT			
MFZ-Ground Transportation Coordinator	-	-	-
	-	-	0
ACAA			
-	-	-	-
	-	-	0
	19	**22**	**24**
Part Time Positions			
MFZ-Contract / Tenant Complance Officer	1	1	-
MFZ-Contract / Tenant Complance Officer, 20hrs/week	-	-	1,080
MFZ-Courier / Mail Delivery	1	1	-
MFZ-Courier / Mail Delivery, 20hrs/weel	-	-	1,080
MFZ-Public Relations Offier, 20hrs/week	-	-	1,080
MFZ-Seasonal Summer Intern	1	1	-

71 AUTHORITY ADMINISTRATION 71

Overview

This cost center is used to account for the salaries and benefits for the Airport Authority's administration and financial staff. Also included in this category are risk management, professional services and all the day-to-day office and administration expenses needed for the Authority.

Rates & Charges Allocation: Rates & Charges Allocation: Indirect; charges allocated based on proportion of expenses for all cost centers.

Goals / Objectives / Performance Measures:
1. GFOA Distinguished Budget Rating Form: 50% Proficient, 50% Outstanding

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 2,141,604	$ 2,062,821	$ 2,154,331	$ 2,141,183
Other Employee Expenses	1,359,881	1,367,260	1,629,015	1,377,285
Utilities	98,351	165,179	129,889	138,779
Purchased Services	961,054	1,217,117	654,153	1,365,750
Material & Supplies	41,197	39,963	20,069	7,500
Office/Administration	783,899	548,042	670,618	539,982
Non-Capital Equipment	78,717	400,000	346,926	400,000
	$ 5,464,703	**$ 5,800,382**	**$ 5,605,001**	**$ 5,970,478**

71 AUTHORITY ADMINISTRATION

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
34	**Salaries Expense**					
11000	Salaries		$ 2,132,898	$ 1,977,836	$ 2,154,331	$ 2,013,420
11005	Part Time/Seasaonal Salaries		-	74,985	-	117,763
13000	Temporary Help		8,706	10,000	-	10,000
			2,141,604	2,062,821	2,154,331	2,141,183
35	**Other Employee Expenses**					
21000	Social Security		152,631	119,667	164,862	155,174
22000	Health Insurance		463,946	545,531	611,843	661,701
22105	Other Post Employment Benefits (OPE		214,994	400,000	466,667	174,595
22200	Dental Insurance		36,736	43,116	49,702	39,460
22300	Health Insurance - Vision		5,846	6,282	7,415	6,918
23000	Health Insurance - AFLAC		7,109	6,499	9,043	6,499
24010	Employee EAP Program		969	969	2,482	969
24015	Smoking Cessation Class		-	1,200	-	1,200
25005	Uniform Purchases		473	1,000	-	1,000
26010	Disability Insurance		593	569	7,939	600
26020	Unemployment Insurance		1,703	2,968	3,832	2,968
26030	Workers Compensation		6,508	4,892	9,642	4,892
29000	NYS Retirement		468,374	234,567	295,588	321,309
			1,359,881	1,367,260	1,629,015	1,377,285
36	**Utilities**					
31000	Electric		16,420	18,300	17,417	-
33000	Natural Gas		4,819	8,100	5,514	-
36010	Telephone Charges-Local		4,575	4,500	4,968	4,500
36011	Telephone Charges-Long Distance		10,895	15,000	4,811	15,000
36015	Telephones-Monthly Service		15,336	14,835	18,230	14,835
36016	Telephones-Monthly Usage		279	3,000	28	3,000
36020	Telephone Repairs		11,733	55,537	32,605	55,537
36032	Internet Access		34,074	45,612	45,917	45,612
36060	Cable Television		219	294	399	294
			98,351	165,179	129,889	138,779
37	**Purchased Services**					
41010	Financial Services		114,696	100,000	131,128	100,000
41020	Rates & Charges		6,000	-	-	-
42010	Airport Liability Insurance		253,635	291,680	-	246,200
42041	Environmental Liability		35,350	40,653	-	35,350
42060	Propery Insurance		2,536	3,156	-	-
42065	Crime Insurance		6,604	7,595	-	7,000
42070	Public Official Liability		39,615	45,557	-	35,000
42080	Cyber Liability Insurance		6,687	11,420	-	20,000
42090	Fiduciary Liability		15,899	18,102	-	18,000
42093	Agency Fee		30,000	30,000	-	30,000
43000	Legal Services		11,156	50,000	-	50,000
45000	Janitorial Services		21,380	19,755	1,660	-
46010	Public Relations		72,864	100,000	110,990	100,000
46015	Advertising		23,373	150,000	13,129	150,000
47000	Special Studies		51,270	35,000	117,525	35,000
49005	Appraisal		-	25,000	5,000	25,000
49015	Consultant		85,947	48,000	52,180	48,000
49020	Engineering Services		-	-	7,000	-
49060	Code Enforcement		112,268	116,200	83,541	116,200
49070	Other Professional Services		71,775	125,000	132,000	350,000
			961,054	1,217,117	654,153	1,365,750

71 AUTHORITY ADMINISTRATION 71

Account Summary

			Actual 2020	Budget 2021	Projection 2021	Budget 2022
38	**Material & Supplies**					
	52010	Alarm & PA System	777	4,000	-	-
	52031	Electrical Repair & Supplies	2,067	7,200	9,491	-
	52032	Elevator Repair & Supplies	3,915	3,000	1,797	-
	52033	HVAC	258	1,000	-	-
	52034	Roof	-	500	-	-
	52035	Plumbing Repair & Supplies	4,599	12,500	-	-
	52036	Automatic Door Repair & Supplies	-	500	-	-
	52059	Storage Space Rental	9,587	7,500	9,709	7,500
	52060	Building Maintenance	19,995	2,500	(928)	-
	52063	Window Washing	-	1,263	-	-
			41,197	39,963	20,069	7,500
39	**Office/Administration**					
	55010	Office Equipment Rental	9,626	9,773	4,124	9,773
	55011	Copy Machine Use	952	1,000	4,050	1,000
	55012	Office Equipment Service Agreement	3,423	5,099	4,420	5,099
	55014	Computer Systems	12,575	25,000	36,978	25,000
	55015	Hardware/Software Maint Support	330,244	319,559	221,386	307,155
	55016	Computer Equipment	44,976	4,200	82,184	6,904
	55020	Office Furniture & Fixtures	14,490	10,000	6,380	10,000
	55030	Printed Forms & Letterhead	1,069	-	-	-
	55032	Printing Outside Services	7,523	20,000	25,011	20,000
	55040	Postage	6,867	9,000	6,440	9,000
	55041	Express Mail	47	-	170	-
	55050	Reference Materials	117	-	-	-
	55060	Office Supplies	21,636	17,000	19,189	17,000
	55070	Payroll Services	9,773	6,500	5,908	6,500
	66000	Dues & Subscriptions	7,126	45,510	58,663	47,150
	66001	Airport Membership (ACI)	14,787	-	-	-
	66002	A.A.A.E. Memberships	275	-	-	-
	66005	NYS Bar Association	145	-	-	-
	66006	NY Airport Managers Association	5,000	-	-	-
	66007	Local Chamber of Commerce	6,412	-	-	-
	66008	Center For Economic Growth	3,000	-	-	-
	66011	Authority Board Travel & Education	-	500	-	500
	66012	Authority Management Travel & Educat	5,459	23,400	1,519	23,400
	66013	Function Refreshments	6,574	15,000	24,302	15,000
	66014	Outside Functions	2,700	5,000	-	5,000
	66020	Tuition Reimbursement	-	2,500	-	2,500
	66030	Advertising - Public Meetings	10,733	20,000	17,113	20,000
	66060	Credit Card Service Charges	1,543	2,000	3,944	2,000
	66062	Bank & Paying Agent Fees	7,029	7,000	14,579	7,000
	66070	COVID Related Expenses	-	-	134,258	-
	79065	Bond Issue Costs	249,796	-	-	-
			783,899	548,042	670,618	539,982
41	**Non-Capital Equipment**					
	83000	Equipment	78,717	400,000	346,926	400,000
	Non Capital / Contingency		78,717	400,000	346,926	400,000
			$ 5,464,703	**$ 5,800,382**	**$ 5,605,001**	**$ 5,970,478**

Combined Operating Expenses by Account

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Airport Operating Expenses					
Salaries Expense					
11000	Salaries	8,408,415	8,823,657	8,063,879	9,378,108
11005	Part Time/Seasaonal Salaries	-	205,653	128,247	333,032
12010	Overtime 1.5	600,297	642,816	659,945	704,498
12020	Overtime 2.0	26,149	28,183	24,717	39,116
13000	Temporary Help	11,062	10,000	-	10,000
		9,045,923	9,710,309	8,876,788	10,464,754
Other Employee Expenses					
21000	Social Security	666,913	692,605	624,212	796,094
22000	Health Insurance	2,643,375	2,818,382	3,050,355	3,077,121
22105	Other Post Employment Benefits (OPI	214,994	400,000	466,667	174,595
22200	Dental Insurance	36,736	43,116	49,702	141,777
22300	Health Insurance - Vision	5,846	6,282	7,415	6,918
23000	Health Insurance - AFLAC	7,109	6,499	9,043	6,499
24000	Medical Exams	10,005	21,600	14,875	22,100
24010	Employee EAP Program	969	969	2,482	969
24015	Smoking Cessation Class	-	1,200	-	1,200
25000	Uniforms & Laundry	49,206	43,700	55,457	51,950
25005	Uniform Purchases	25,089	32,316	26,447	36,316
26010	Disability Insurance	122,788	134,384	136,158	123,294
26020	Unemployment Insurance	39,495	90,331	82,612	162,489
26030	Workers Compensation	411,636	508,552	416,153	586,608
29000	NYS Retirement	468,374	234,567	295,588	321,309
29001	TBI Retirement	170,949	190,254	154,278	213,479
		4,873,484	5,224,757	5,391,442	5,722,717
Utilities					
31000	Electric	1,168,449	1,307,550	1,360,108	1,289,250
33000	Natural Gas	187,523	251,466	315,438	243,366
34000	Sewer	91,820	91,500	88,300	91,500
35000	Water	88,009	129,550	126,000	129,550
36010	Telephone Charges-Local	18,008	17,355	19,988	17,355
36011	Telephone Charges-Long Distance	11,470	15,890	4,811	15,890
36012	Telephone - Sheriff	4,022	4,100	2,671	4,100
36015	Telephones-Monthly Service	15,336	14,835	18,230	14,835
36016	Telephones-Monthly Usage	279	3,000	28	3,000
36017	Payphones-Annual & Monthly Service	7,775	12,295	-	-
36018	Payphones-Monthly Usage	109	150	-	150
36020	Telephone Repairs	14,197	55,537	32,605	55,537
36030	Telephone-Cellular	54,284	64,800	55,962	64,800
36032	Internet Access	34,074	45,612	45,917	45,612
36060	Cable Television	2,088	5,745	3,531	5,745
		1,697,444	2,019,385	2,073,590	1,980,690
Purchased Services					
41010	Financial Services	114,696	100,000	131,128	100,000
41020	Rates & Charges	6,000	-	-	-
42010	Airport Liability Insurance	259,458	298,934	6,793	253,454
42020	Automotive Insurance	75,066	96,109	64,000	75,000
42041	Environmental Liability	35,350	40,653	-	35,350
42060	Propery Insurance	243,031	296,497	234,769	293,212
42065	Crime Insurance	6,604	7,595	-	7,000
42070	Public Official Liability	39,615	45,557	-	35,000
42080	Cyber Liability Insurance	6,687	11,420	-	20,000
42090	Fiduciary Liability	15,899	18,102	-	18,000
42093	Agency Fee	30,000	30,000	-	30,000
42095	Insurance Claims	20,000	15,500	13,099	15,500
43000	Legal Services	11,156	50,000	-	50,000
44000	Public Safety	1,779,885	1,591,868	2,087,109	2,091,868

Combined Operating Expenses by Account

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Purchased Services					
44005	Outside Security Services	95,995	217,783	148,000	217,783
44010	Armored Car Service	4,830	9,000	9,000	5,000
44020	Parking Valet Service	113,226	-	-	-
44030	Employee Shuttle Service	25,000	25,000	-	12,502
45000	Janitorial Services	498,885	526,521	529,541	581,193
45010	Refuse Removal Services	44,354	74,305	44,220	74,305
46010	Public Relations	73,702	102,500	110,990	100,000
46012	Artistic Exhibits	50,173	90,727	93,137	98,445
46015	Advertising	23,373	150,000	13,129	150,000
46020	Passenger Information Booth	153,902	151,128	165,000	151,128
47000	Special Studies	51,270	65,000	117,525	65,000
47010	GIS Services	12,324	24,000	12,000	24,000
49005	Appraisal	-	25,000	5,000	25,000
49010	Architectural Services	32,783	-	-	-
49015	Consultant	85,947	48,000	52,180	48,000
49020	Engineering Services	13,130	30,000	7,000	30,000
49040	Professional Management	425,000	425,000	425,000	425,000
49060	Code Enforcement	112,268	116,200	83,541	116,200
49070	Other Professional Services	71,775	125,000	132,000	350,000
		4,531,383	4,807,397	4,484,161	5,497,939

Combined Operating Expenses by Account

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Material & Supplies					
51010	Fencing	6,156	8,000	3,574	9,000
51011	Airfield Lighting	94,582	80,000	69,479	70,000
51014	Pavement Repairs-DO NOT USE	368	5,400	1,568	6,000
51015	Apron Maintenance	76,523	45,000	62,701	50,000
51016	Runway Painting	36,365	31,500	780	35,000
51017	Airfield Shop Supplies	24,475	22,500	27,045	22,500
51019	Snow Removal Supplies	100,385	249,500	249,500	249,500
51020	Rubber Removal	80,414	35,000	44,183	80,000
51030	EMS Supplies	7,063	14,285	16,653	16,184
51031	ARFF Supplies	19,284	21,800	37,063	59,992
51032	Hazardous Material Supplies	1,312	5,000	4,404	5,000
51033	ARFF Foam	2,234	25,922	20,000	33,257
51052	Wastewater Conveyance	7,500	7,500	15,000	7,500
51053	Electric	84,181	110,000	121,501	110,000
51054	Sewer District Charges	5,000	5,000	5,000	31,500
51055	Water District Charges	14,592	25,000	25,149	25,000
51057	System Maintenance & Repairs	231,132	150,000	177,850	180,000
52010	Alarm & PA System	105,873	91,412	71,300	84,044
52012	Card Access System	81,829	75,000	90,303	80,000
52013	CCTV Repair	35,489	42,000	28,549	50,000
52014	Key Access System	7,309	16,500	7,375	16,500
52020	Baggage System	945	20,000	20,000	45,000
52031	Electrical Repair & Supplies	359,659	238,900	250,048	229,950
52032	Elevator Repair & Supplies	186,843	98,000	128,559	115,000
52033	HVAC	298,844	180,250	172,127	281,250
52034	Roof	27,614	22,500	1,591	25,000
52035	Plumbing Repair & Supplies	144,237	158,500	92,375	156,000
52036	Automatic Door Repair & Supplies	2,017	12,500	1,277	12,000
52037	Pest Control	60,911	42,408	45,209	61,408
52040	Fire Equipment Services	3,860	13,633	16,935	5,866
52041	Fire Equipment Testing	3,585	2,796	2,554	4,606
52050	US Customs	24,561	50,600	6,943	50,600
52051	Control Tower Maintenance	299,563	300,000	300,000	300,000
52059	Storage Space Rental	9,587	7,500	9,709	7,500
52060	Building Maintenance	1,099,991	564,250	553,535	792,060
52062	Janitorial Supplies	190,884	241,935	241,935	241,935
52063	Window Washing	16,208	73,990	7,154	83,169
52070	Security System - Abloy	2,955	-	-	-
52071	ID Tags	16,568	35,000	19,377	35,000
52080	Sign Expense	15,881	2,800	15,094	6,500
52090	Flight Information Displays	110,074	51,874	34,696	39,274
53010	Landscaping	56,474	12,950	106,629	12,950
53020	Fencing	-	900	-	900
53030	Pavement Repairs	68,991	100,000	74,104	100,000
53040	Sign Repairs	40,853	9,750	26,249	13,250
53041	Traffice Light Repairs	-	2,000	-	2,000
53045	Catch Basin Maintenance	-	450	-	4,000
53048	Snow Removal Supplies	27,420	61,000	58,147	61,000
53050	Snow Removal Contract Svces	203,833	298,000	284,247	298,000
53051	NYS Police Hangar Maintenance	124,000	125,000	125,000	125,000
53060	Dump Fees - Landfill	1,480	8,280	280	8,280
53070	Hazardous Waste Management	2,995	3,600	-	3,600
53071	Wildlife Hazard Management	37,840	38,000	38,712	38,000
53078	Liquid Waste Disposal	6,903	3,600	5,000	3,600
53085	Land Lease	15,435	15,435	18,008	15,435
53090	T-Hangar Maintenance	109,639	99,600	122,893	95,025
54010	Gasoline	37,252	45,660	66,984	45,660
54011	Diesel Fuel	64,998	110,000	87,978	110,000
54012	Oil / Grease	19,043	22,500	12,268	23,500
54013	Vehicle/Equipment Tires	83,983	32,400	27,712	34,000

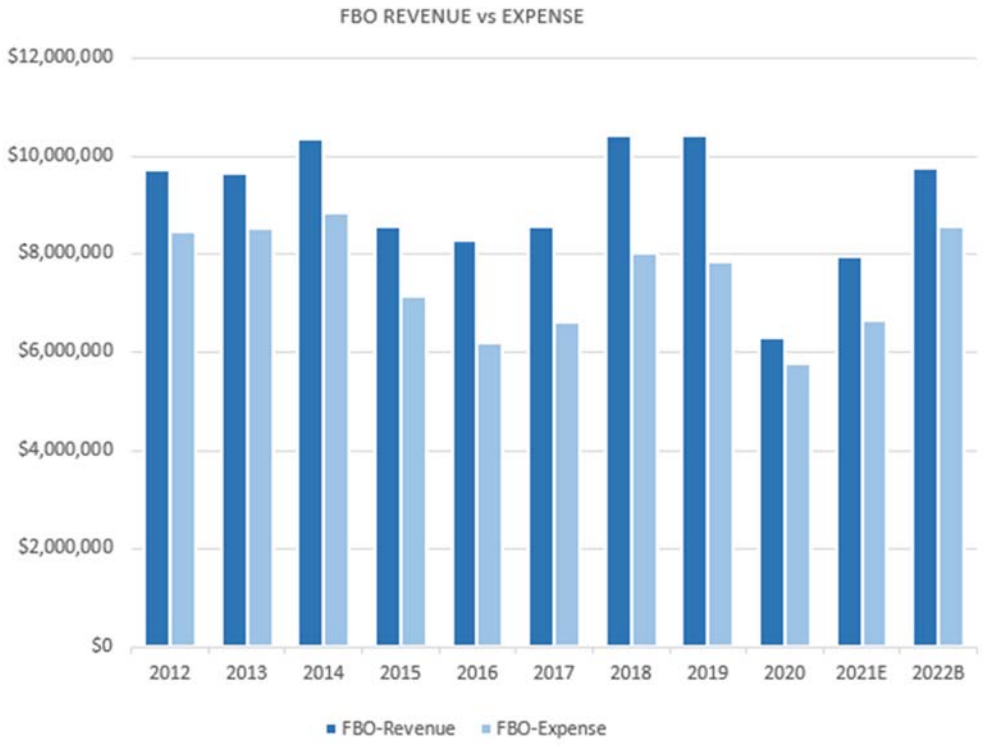
Combined Operating Expenses by Account

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Material & Supplies					
54015	CNG	8,874	23,000	15,000	23,000
54021	Vehicle Repair & Maintenance	39,296	73,000	49,950	73,000
54022	Vehicle Communication Equipment	7,096	6,400	995	6,400
54030	General Equipment Repair & Mainten	67,913	43,500	37,714	43,500
54040	Heavy Equipment Maintenance	43,412	60,000	58,571	60,000
54045	ARFF Vehicle Repair & Maintenance	13,006	18,000	19,954	18,000
54050	Snow Equipment Repair & Maintenan	81,675	90,000	90,000	90,000
54060	Mower Repair & Maintenance	21,913	13,500	6,557	14,000
54070	Vehicle Shop Tools & Supplies	40,675	45,000	69,405	45,000
		5,121,850	4,545,281	4,400,450	5,080,195
Office/Administration					
55010	Office Equipment Rental	18,460	16,293	11,419	17,793
55011	Copy Machine Use	952	1,000	4,050	1,000
55012	Office Equipment Service Agreement	7,236	9,398	8,456	9,398
55014	Computer Systems	42,179	45,500	55,918	46,100
55015	Hardware/Software Maint Support	391,784	476,172	396,525	440,729
55016	Computer Equipment	118,757	48,235	96,632	87,999
55020	Office Furniture & Fixtures	15,235	17,850	16,134	17,950
55030	Printed Forms & Letterhead	1,232	8,100	330	8,100
55031	Parking Ticket Stock	4,244	-	-	6,000
55032	Printing Outside Services	7,523	20,000	25,011	20,000
55040	Postage	6,867	9,000	6,440	9,000
55041	Express Mail	47	-	192	-
55050	Reference Materials	1,314	1,700	-	1,700
55060	Office Supplies	29,309	28,645	24,427	29,245
55070	Payroll Services	38,811	36,500	46,289	42,500
66000	Dues & Subscriptions	13,685	52,749	67,681	54,475
66001	Airport Membership (ACI)	14,787	-	-	-
66002	A.A.A.E. Memberships	1,100	-	-	650
66005	NYS Bar Association	145	-	-	-
66006	NY Airport Managers Association	5,000	-	-	-
66007	Local Chamber of Commerce	6,412	-	-	-
66008	Center For Economic Growth	3,000	-	-	-
66010	Training / Travel	45,831	71,695	54,803	92,834
66011	Authority Board Travel & Education	-	500	-	500
66012	Authority Management Travel & Educ	5,459	23,400	1,519	23,400
66013	Function Refreshments	6,574	15,000	24,302	15,000
66014	Outside Functions	2,700	5,000	-	5,000
66020	Tuition Reimbursement	-	2,500	-	2,500
66030	Advertising - Public Meetings	11,233	22,000	17,113	22,000
66040	License & Permits	2,425	3,850	2,926	3,850
66050	Property Taxes	38,000	38,000	38,000	38,000
66060	Credit Card Service Charges	191,696	392,000	194,470	392,000
66061	EZ Pass Fees	55,583	120,000	53,780	120,000
66062	Bank & Paying Agent Fees	7,029	7,000	14,579	7,000
66070	COVID Related Expenses	-	-	134,258	-
66080	Airline Incentive Expenses	619,410	400,000	400,000	400,000
79065	Bond Issue Costs	249,796	-	-	-
		1,963,816	1,872,088	1,695,252	1,914,723
Non-Capital Equipment		452,338	1,634,500	1,877,423	1,459,000
		$27,686,238	**$29,813,717**	**$28,799,107**	**$32,120,020**

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Section 4 Fixed Based Operator

Revenue and Expense


FBO REVENUE vs EXPENSE
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021E
2022B
FBO-Revenue
FBO-Expense

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
FBO Revenues				
	6,307,407	8,406,872	7,928,508	9,755,362
Cost of Good Sold (FBO)	(2,674,283)	(4,430,033)	(3,542,057)	(5,283,468)
	3,633,124	3,976,839	4,386,451	4,471,894
FBO Expenses				
Salaries Expense	(1,393,355)	(1,512,599)	(1,356,992)	(1,522,540)
Other Employee Expenses	(561,338)	(489,129)	(586,543)	(490,731)
Utilities	(68,810)	(78,872)	(98,700)	(78,872)
Purchased Services	(521,276)	(603,616)	(553,053)	(573,734)
Material & Supplies	(406,786)	(439,756)	(344,711)	(461,122)
Office/Administration	(128,982)	(166,605)	(152,735)	(156,655)
	(3,080,547)	(3,290,578)	(3,092,735)	(3,283,655)
	552,577	686,261	1,293,716	1,188,239
	$552,577	**$686,261**	**$1,293,716**	**$1,188,239**

FBO Revenue and Expense by Department

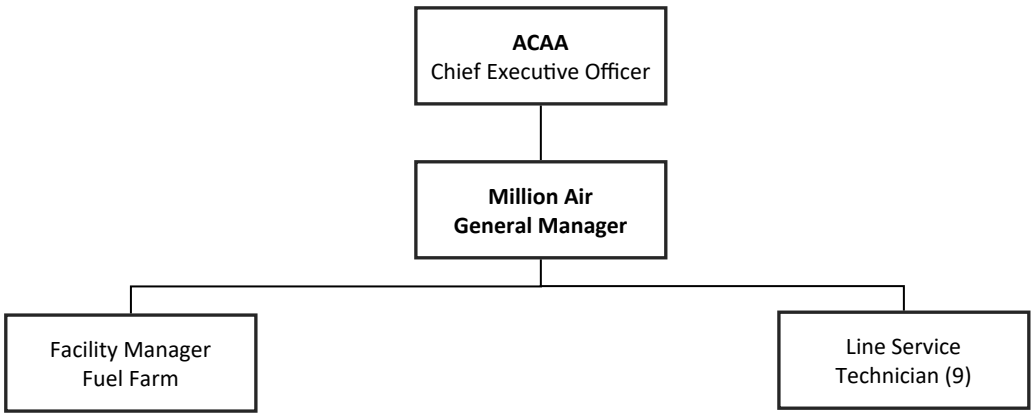
		Dep 60 Commercial	Dept 61 General Aviation	Dep 69 Administration	Total Budget 2022
01510	Jet A Fuel Sales	-	5,250,000	-	5,250,000
01511	AvGas Fuel Sales	-	255,780	-	255,780
01512	Auto Gas Fuel Sales	80,000	-	-	80,000
01513	Diesel Fuel Sales	140,000	-	-	140,000
01514	AvGas Fuel Sales-Commercial	21,000	-	-	21,000
01520	Into Plane Revenues	514,260	-	-	514,260
01521	Fuel Farm Revenues	720,900	-	-	720,900
01530	GA Landing Fees	-	225,000	-	225,000
01535	GA Parking Fees	-	170,000	-	170,000
01540	Deicing Type I - Sprayed	847,000	-	-	847,000
01540	Deicing Services-GA Retail	-	80,400	-	80,400
01541	Deicing Type I - Consortium	640,640	-	-	640,640
01542	Deicing Type IV - Sprayed	141,176	-	-	141,176
01543	Deicing Type IV - Consortium	124,206	-	-	124,206
01545	Properties	-	450,000	-	450,000
01550	Customer Services	-	95,000	-	95,000
		3,229,182	6,526,180	-	9,755,362
51101	Fuel Costs - Jet A	-	(3,140,100)	-	(3,140,100)
51102	Jet A Discounts	-	(340,000)	-	(340,000)
51103	Fuel Costs - AvGas	-	(177,480)	-	(177,480)
51104	AvGas Discounts	-	(4,435)	-	(4,435)
51105	Fuel Costs - Auto Gas	(50,000)	-	-	(50,000)
51107	Fuel Costs - Diesel	(120,000)	-	-	(120,000)
51108	Fuel Costs-AvGas Commercial	(17,000)	-	-	(17,000)
51110	Deicing Type I - Sprayed	(575,720)	-	-	(575,720)
51111	Deicing Type I - Constortium	(640,640)	-	-	(640,640)
51112	Deicing Type IV - Sprayed	(89,388)	-	-	(89,388)
51113	Deicing Type IV - Consortium	(124,206)	-	-	(124,206)
51125	Oil	-	(2,500)	-	(2,500)
51126	TKS	-	(2,000)	-	(2,000)
		(1,616,953)	(3,666,515)	-	(5,283,468)
		1,612,229	2,859,665	-	4,471,894
	Salaries Expense	(495,957)	(800,479)	(226,104)	(1,522,540)
	Other Employee Expenses	(147,957)	(270,829)	(71,945)	(490,731)
	Utilities	(17,957)	(60,195)	(720)	(78,872)
	Purchased Services	(55,900)	(120,150)	(397,684)	(573,734)
	Material & Supplies	(275,040)	(186,082)	-	(461,122)
	Office/Administration	-	(112,500)	(44,155)	(156,655)
	Non-Capital Equipment	-	-	-	-
	Other Expenses	-	-	-	-
		$ 619,417	**$ 1,309,430**	**$ (740,608)**	**$ 1,188,239**

Account Summary

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
FBO Revenues					
01510	Jet A Fuel Sales	3,511,041	4,960,000	4,677,000	5,250,000
01511	AvGas Fuel Sales	270,258	299,794	228,800	255,780
01512	Auto Gas Fuel Sales	66,433	102,500	65,600	80,000
01513	Diesel Fuel Sales	115,950	205,000	136,500	140,000
01514	AvGas Fuel Sales-Commerc	12,210	0	20,700	21,000
01520	Into Plane Revenues	383,695	447,125	383,200	514,260
01521	Fuel Farm Revenues	335,744	386,036	343,800	720,900
01530	GA Landing Fees	170,418	161,491	204,600	225,000
01535	GA Parking Fees	132,666	148,034	148,800	170,000
01540	Deicing Services-GA Retail	500,079	629,900	765,458	927,400
01541	Deicing Type I - Consortium	251,130	462,170	306,100	640,640
01542	Deicing Type IV - Sprayed	55,633	79,030	64,500	141,176
01543	Deicing Type IV - Consortium	60,230	128,480	75,900	124,206
01545	Properties	386,192	329,767	421,200	450,000
01550	Customer Services	55,727	67,544	86,350	95,000
		$6,307,407	**$8,406,872**	**$7,928,508**	**$9,755,362**

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
	FBO Expenses				
60	FBO Commercial				
	Cost of Good Sold (FBO)	655,929	1,115,632	730,177	1,616,953
	Salaries Expense	506,606	486,003	463,440	495,957
	Other Employee Expenses	144,001	153,192	159,346	147,957
	Utilities	15,913	17,957	16,038	17,957
	Purchased Services	54,446	68,266	57,984	55,900
	Material & Supplies	269,086	290,000	247,514	275,040
	Office/Administration	-	5,000	-	-
	Non-Capital Equipment	-	-	-	-
	Other Expenses	-	-	-	-
		1,645,982	2,136,051	1,674,498	2,609,765
61	FBO General Aviation				
	Cost of Good Sold (FBO)	2,018,355	3,314,401	2,811,880	3,666,515
	Salaries Expense	664,562	800,493	675,375	800,479
	Other Employee Expenses	319,869	264,315	324,737	270,829
	Utilities	52,219	60,195	82,662	60,195
	Purchased Services	94,315	136,000	121,069	120,150
	Material & Supplies	137,699	149,756	97,197	186,082
	Office/Administration	92,246	112,500	116,681	112,500
	Non-Capital Equipment	-	-	-	-
		3,379,266	4,837,659	4,229,603	5,216,750
69	FBO Administration				
	Salaries Expense	222,187	226,104	218,177	226,104
	Other Employee Expenses	97,468	71,621	102,460	71,945
	Utilities	678	720	-	720
	Purchased Services	372,515	399,351	374,000	397,684
	Office/Administration	36,735	49,105	36,054	44,155
		729,583	746,901	730,691	740,608
		$5,754,830	$7,720,611	$6,634,792	$8,567,123
	FBO Expenses				
	Cost of Good Sold (FBO)	2,674,283	5,283,468	3,542,057	5,283,468
	Salaries Expense	1,393,355	1,522,540	1,356,992	1,522,540
	Other Employee Expenses	561,338	490,731	586,543	490,731
	Utilities	68,810	78,872	98,700	78,872
	Purchased Services	521,276	573,734	553,053	573,734
	Material & Supplies	406,786	461,122	344,711	461,122
	Office/Administration	128,982	156,655	152,735	156,655
	Non-Capital Equipment	-	-	-	-
	Other Expenses	-	-	-	-
		$5,754,830	$8,567,123	$6,634,792	$8,567,123

60 FBO COMMERCIAL



60 FBO COMMERCIAL
Position Count

	Budget 2020	Budget 2021	Budget 2022
Full Time Positions			
MFZ-Facility Manager - Fuel Farm	1	1	1
MFZ-Line Service Technician	9	9	9
	10	10	10
	10	**10**	**10**
	10	**10**	**10**

60 FBO COMMERCIAL 60

Overview

This department includes the salaries and benefits for the employees who service the commercial airlines, all the expenses incurred by the fuel farm, expenses incurred by the fuel trucks and other vehciles used for the commercial airlines, and the cost incurred from the purchase of the, glycol, gas and diesel for resale to the commercial airlines.

Manager: Robert Heitz, Million Air

Rates & Charges Allocation: 100% of costs allocated to airfield cost center

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 506,606	$ 486,003	$ 463,440	$ 495,957
Other Employee Expenses	144,001	153,192	159,346	147,957
Utilities	15,913	17,957	16,038	17,957
Purchased Services	54,446	68,266	57,984	55,900
Material & Supplies	269,086	290,000	247,514	275,040
Office/Administration	-	5,000	-	-
Non-Capital Equipment	-	-	-	-
	$ 990,053	**$ 1,020,419**	**$ 944,321**	**$ 992,812**

60 FBO COMMERCIAL 60

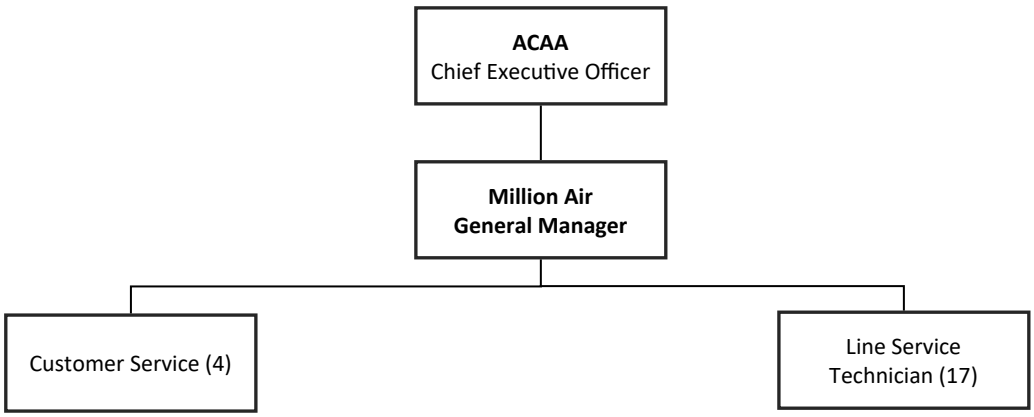
Account Summary

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Cost of Good Sold (FBO)					
51105	Fuel Costs - Auto Gas	48,511	63,533	44,492	50,000
51107	Fuel Costs - Diesel	79,995	102,801	98,662	120,000
51108	Fuel Costs-AvGas Commercial	11,300	-	16,849	17,000
51110	Deicing Type I - Sprayed	146,327	317,250	206,371	575,720
51111	Deicing Type I - Constortium	269,755	462,170	320,043	640,640
51112	Deicing Type IV - Sprayed	41,359	41,399	43,760	89,388
51113	Deicing Type IV - Consortium	58,683	128,480	-	124,206
		655,929	1,115,632	730,177	1,616,953
Salaries Expense					
11000	Salaries	$ 478,187	$ 433,937	$ 413,170	$ 433,937
12010	Overtime 1.5	28,419	52,066	50,270	62,020
		506,606	486,003	463,440	495,957
Other Employee Expenses					
21000	Social Security	32,553	37,180	34,473	37,180
22000	Health	95,463	92,584	107,106	86,867
22200	Dental Insurance	-	-	-	482
25000	Uniforms & Laundry	3,125	3,000	3,811	3,000
25005	Uniform Purchases	1,634	5,000	-	5,000
26010	NYS Disability	1,034	988	910	988
26020	Unemployment Insurance	1,343	5,646	3,796	5,646
29001	Retirement	8,849	8,796	9,250	8,796
		144,001	153,192	159,346	147,957
Utilities					
31000	Electric	10,111	13,000	13,337	13,000
35000	Water	2,942	2,000	-	2,000
36010	Telephone Charges-Local	34	45	-	45
36011	Telephone Charges-Long Distance	35	55	-	55
36033	Wireless	2,791	2,857	2,701	2,857
		15,913	17,957	16,038	17,957
Purchased Services					
42060	Property Insurance	38,492	44,266	40,000	42,000
49040	Professional Management	15,954	24,000	17,984	13,900
		54,446	68,266	57,984	55,900
Material & Supplies					
52010	Alarm & PA Systems	550	5,000	2,000	5,000
52031	Electrical Repairs & Supplies	3,373	4,500	8,725	4,500
52033	HVAC	-	500	-	500
52034	Roof	-	500	-	500
52035	Plumbing Repair & Supplies	-	500	-	500
52060	Building Maintenance	4,271	2,500	5,047	2,500
53078	Liquid Waste Disposal	20,029	38,000	10,650	38,000
54010	Gasoline	2,496	6,000	3,099	6,000
54011	Diesel Fuel	19,109	35,000	29,022	35,000
54013	Vehicle/Equipment Tires	6,314	14,000	2,861	10,000
54021	Vehicle Repair & Maintenance	-	500	-	1,500
54022	Vehicle Communications Equipment	107	1,000	235	500
54030	General Equipment Repair/Maint	97,679	75,000	29,739	73,540
54031	Quality Control Equipment	4,790	7,000	(444)	7,000
54040	Heavy Equipment Maintenance	106,920	100,000	143,562	90,000
54070	Vehicle Shop Tools & Supplies	3,448	-	13,020	-
		269,086	290,000	247,514	275,040
Office/Administration					
66010	Training / Travel	-	5,000	-	-
		-	5,000	-	-

60 FBO COMMERCIAL 60
Account Summary

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Non-Capital Equipment				
Non Capital / Contingency	-	-	-	-
	$1,645,982	**$2,136,051**	**$1,674,498**	**$2,609,765**

61 FBO GENERAL AVIATION



61 FBO GENERAL AVIATION
Position Count

	Budget 2020	Budget 2021	Budget 2022
Full Time Positions			
MFZ-Customer Service	4	3	3
MFZ-Line Service Technician	10	17	17
	14	20	20
	14	**20**	**20**
	14	**20**	**20**

61 FBO GENERAL AVIATION

Overview

This cost center includes the salaries and benefits for the employees who service the general aviation community, the customer service representatives, all the expenses incurred for the FBO building and hangars such as electric, telephone and general maintenance, the purchases of aviation fuel, oil, and deicing fluid for the general aviation community, the vehicles used for general aviation aircraft and cutomers, the credit card processing fees from general aviation sales, and all other related expenses, incurred on behalf of the general aviation community.

Manager: Robert Heitz, Million Air

Rates & Charges Allocation: 100 percent of the charges bore by the Authority.

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 664,562	$ 800,493	$ 675,375	$ 800,479
Other Employee Expenses	319,869	264,315	324,737	270,829
Utilities	52,219	60,195	82,662	60,195
Purchased Services	94,315	136,000	121,069	120,150
Material & Supplies	137,699	149,756	97,197	186,082
Office/Administration	92,246	112,500	116,681	112,500
Non-Capital Equipment	-	-	-	-
	$ 1,360,911	**$ 1,523,259**	**$ 1,417,723**	**$ 1,550,235**

61 FBO GENERAL AVIATION 61

Account Summary

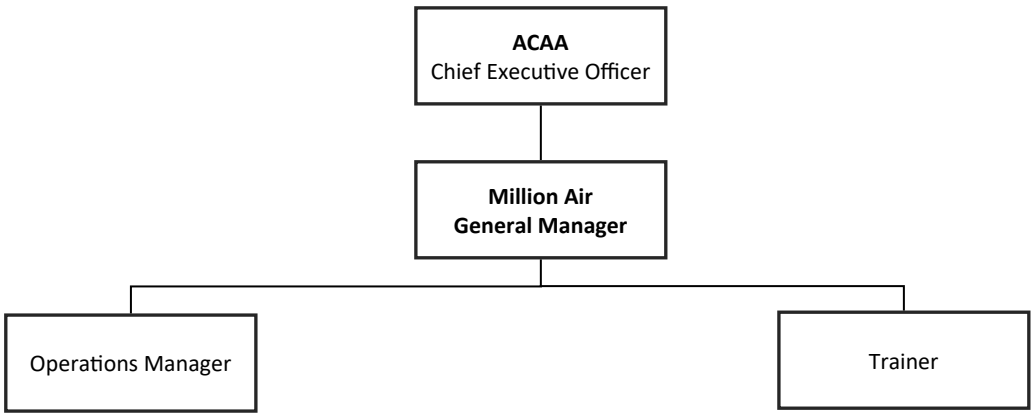
		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Cost of Good Sold (FBO)					
51101	Fuel Costs - Jet A	1,539,034	2,710,000	2,347,904	3,140,100
51102	Jet A Discounts	280,129	265,346	315,586	340,000
51103	Fuel Costs - AvGas	189,973	330,120	144,289	177,480
51104	AvGas Discounts	6,067	4,435	4,102	4,435
51120	Catering	238	-	-	-
51125	Oil	2,083	2,500	-	2,500
51126	TKS	831	2,000	-	2,000
		2,018,355	3,314,401	2,811,880	3,666,515
Salaries Expense					
11000	Salaries	$ 585,980	$ 657,104	$ 572,466	$ 657,104
12010	Overtime 1.5	78,583	143,388	102,910	143,375
		664,562	800,493	675,375	800,479
Other Employee Expenses					
21000	Social Security	52,415	61,238	50,127	61,238
22000	Health	243,335	171,955	255,075	177,384
22200	Dental Insurance	-	-	-	1,084
25000	Uniforms & Laundry	2,598	3,000	3,246	3,000
25005	Uniform Purchases	9,724	6,000	-	6,000
26010	NYS Disability	2,142	2,760	1,541	2,760
26020	Unemployment Insurance	3,383	15,211	8,646	15,211
29001	Retirement	6,273	4,152	6,102	4,152
		319,869	264,315	324,737	270,829
Utilities					
31000	Electric	28,191	29,300	38,671	29,300
33000	Natural Gas	22,143	26,800	39,776	26,800
36060	Cable Television	1,885	4,095	4,215	4,095
		52,219	60,195	82,662	60,195
Purchased Services					
42060	Property Insurance	18,763	23,350	35,075	21,000
42095	Insurance Claims	-	20,000	-	20,000
45010	Refuse Removal Services	2,696	2,650	3,208	2,650
49040	Professional Management	72,856	90,000	82,787	76,500
		94,315	136,000	121,069	120,150

61 FBO GENERAL AVIATION 61

Account Summary

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Material & Supplies					
52010	Alarm & PA Systems	1,831	2,500	2,845	2,500
52031	Electrical Repairs & Supplies	58,099	7,200	-	7,200
52032	Elevator Repairs & Supplies	8,418	3,500	2,254	3,500
52033	HVAC	255	7,500	9,770	25,500
52034	Roof	1,070	3,500	-	3,500
52035	Plumbing Repairs & Supplies	-	4,500	-	4,500
52036	Automatic Door Repairs & Supplies	-	2,000	-	2,000
52037	Pest Control	744	840	876	-
52060	Building Maintenance	4,988	20,000	8,958	20,840
52062	Janitorial Supplies	4,666	9,000	8,104	9,000
52063	Window Washing	1,033	2,066	-	2,066
53010	Landscaping	90	-	-	-
53078	Liquid Waste Disposal	1,768	-	-	-
54010	Gasoline	2,751	6,000	3,099	6,000
54011	Diesel Fuel	19,109	35,000	29,022	35,000
54013	Vehicles/Equipment Tires	2,807	3,150	2,324	3,000
54021	Vehicle Repair & Maintenance	-	1,000	-	1,000
54022	Vehicle Communications Equipment	1,737	1,000	1,213	500
54030	General Equipment Repair/Maint	2,813	5,000	-	5,000
54040	Heavy Equipment Maintenance	25,520	31,500	25,777	31,500
54070	Vehicle Shop Tools & Supplies	-	4,500	2,953	2,500
54075	Fuel Truck Lease	-	-	-	20,976
		137,699	149,756	97,197	186,082
Office/Administration					
55010	Office Equipment Rental	1,128	1,000	1,118	1,000
66000	Dues & Subscriptions	15,041	15,000	20,000	15,000
66010	Training/Travel	-	2,500	-	2,500
66015	Incentives	13,413	30,000	8,649	30,000
66060	Credit Card Service Charges	62,665	64,000	86,914	64,000
		92,246	112,500	116,681	112,500
Non-Capital Equipment					
Non Capital / Contingency		-	-	-	-
		$3,379,266	**$4,837,659**	**$4,229,603**	**$5,216,750**

69 FBO ADMINISTRATION



69 FBO ADMINISTRATION
Position Count

	Budget 2020	Budget 2021	Budget 2022
Full Time Positions			
MFZ-General Manager	1	1	1
MFZ-Operations Manager	1	1	1
MFZ-Trainer-QC	-	1	1
	2	3	3
	2	**3**	**3**
	2	**3**	**3**

69 FBO ADMINISTRATION

69

Overview

This cost center includes the salaries and benefits, utiliites, insurances and office expenses for the administration of the Fixed Based Operator (FBO).

Manager: Robert Heitz, AvPORTS, LLC

Rates & Charges Allocation: Indirect; charges allocated based on proportion of direct, FBO- Commercial, and FBO-General Aviation cost centers.

	Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense	$ 222,187	$ 226,104	$ 218,177	$ 226,104
Other Employee Expenses	97,468	71,621	102,460	71,945
Utilities	678	720	-	720
Purchased Services	372,515	399,351	374,000	397,684
Office/Administration	36,735	49,105	36,054	44,155
	$ 729,583	**$ 746,901**	**$ 730,691**	**$ 740,608**

69 FBO ADMINISTRATION 69

Account Summary

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Salaries Expense					
11000	Salaries	$ 222,187	$ 226,104	$ 218,177	$ 226,104
		222,187	226,104	218,177	226,104
Other Employee Expenses					
21000	Social Security	16,153	17,297	16,180	17,297
22000	Health	75,156	45,657	72,158	45,657
22200	Dental Insurance	-	-	-	324
24000	Medical Exams	945	1,500	1,930	1,500
25000	Uniforms & Laundry	455	650	498	650
25005	Uniform Purchases	144	500	-	500
26010	NYS Disability	553	470	7,087	470
26020	Unemployment Insurance	365	1,736	937	1,736
29001	Retirement	3,696	3,810	3,670	3,810
		97,468	71,621	102,460	71,945
Utilities					
36010	Telephone Charges-Local	145	175	-	175
36011	Telephone Charges-Long Distance	128	140	-	140
36035	Radio Communications	405	405	-	405
		678	720	-	720
Purchased Services					
42010	Airport Liability	157,182	180,684	145,000	180,684
46010	Public Relations	42,000	42,000	49,000	42,000
49040	Professional Management	173,333	176,667	180,000	175,000
		372,515	399,351	374,000	397,684
Office/Administration					
55010	Office Equipment Rental	658	400	658	400
55012	Office Equipment Service Agreements	509	500	-	500
55013	Office Equipment Repairs	848	-	-	-
55014	Computer Systems	-	3,500	-	1,000
55015	Hardware/Software Maint Agreement	7,540	13,505	7,094	13,505
55016	Computer Equipment	2,472	3,200	-	750
55030	Printed Forms/Letterhead	170	200	-	200
55032	Printing Outside Services	-	300	-	300
55041	Express Mail	4	-	-	-
55060	Office Supplies	3,508	5,000	5,533	5,000
55070	Payroll Services	19,551	19,000	19,961	19,000
66000	Dues & Subscriptions	325	1,500	650	1,500
66010	Training / Travel	1,149	2,000	2,157	2,000
		36,735	49,105	36,054	44,155
		$729,583	**$746,901**	**$730,691**	**$740,608**

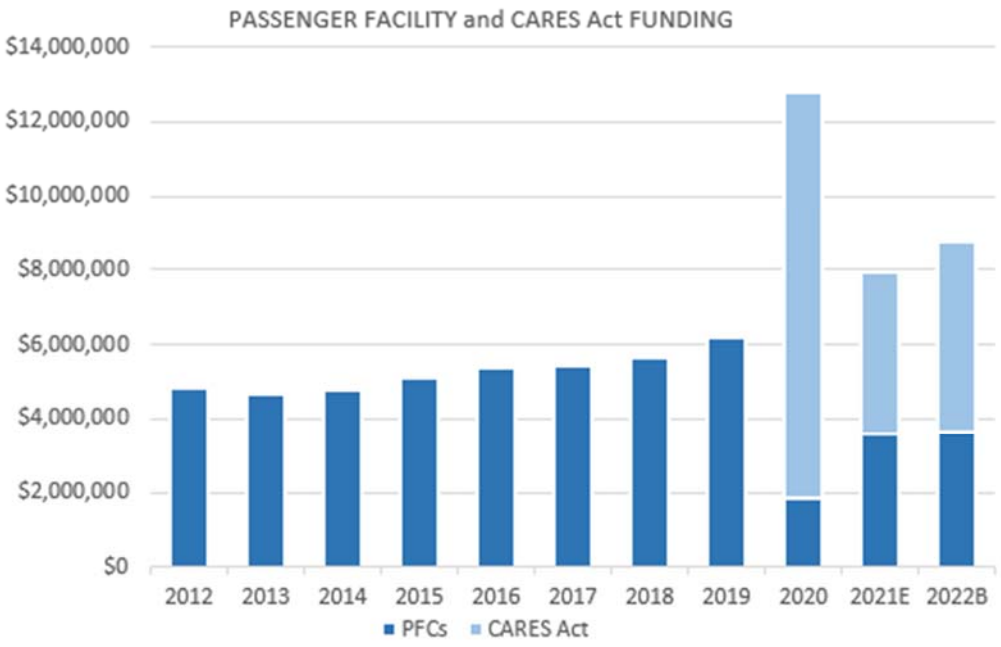
Combined Operating Expenses by Account

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
FBO Expenses					
Cost of Good Sold (FBO)					
51101	Fuel Costs - Jet A	$1,539,034	$2,710,000	$2,347,904	$3,140,100
51102	Jet A Discounts	280,129	265,346	315,586	340,000
51103	Fuel Costs - AvGas	189,973	330,120	144,289	177,480
51104	AvGas Discounts	6,067	4,435	4,102	4,435
51105	Fuel Costs - Auto Gas	48,511	63,533	44,492	50,000
51107	Fuel Costs - Diesel	79,995	102,801	98,662	120,000
51108	Fuel Costs-AvGas Commercial	11,300	-	16,849	17,000
51110	Deicing Type I - Sprayed	146,327	317,250	206,371	575,720
51111	Deicing Type I - Constortium	269,755	462,170	320,043	640,640
51112	Deicing Type IV - Sprayed	41,359	41,399	43,760	89,388
51113	Fuel Variance	58,683	128,480	-	124,206
51120	Catering	238	-	-	-
51125	Oil	2,083	2,500	-	2,500
51126	TKS	831	2,000	-	2,000
		2,674,283	4,430,033	3,542,057	5,283,468
Salaries Expense					
11000	Salaries	1,286,353	1,317,145	1,203,813	1,317,145
12010	Overtime 1.5	107,001	195,454	153,180	205,395
		1,393,355	1,512,599	1,356,992	1,522,540
Other Employee Expenses					
21000	Social Security	101,121	115,714	100,780	115,714
22000	Health	413,954	310,196	434,338	309,908
22200	Dental Insurance	-	-	-	1,890
24000	Medical Exams	945	1,500	1,930	1,500
25000	Uniforms & Laundry	6,178	6,650	7,555	6,650
25005	Uniform Purchases	11,501	11,500	-	11,500
26010	NYS Disability	3,729	4,218	9,538	4,218
26020	Unemployment Insurance	5,092	22,592	13,380	22,592
29001	Retirement	18,818	16,758	19,021	16,758
		561,338	489,129	586,543	490,731
Utilities					
31000	Electric	38,302	42,300	52,009	42,300
33000	Natural Gas	22,143	26,800	39,776	26,800
35000	Water	2,942	2,000	-	2,000
36010	Telephone Charges-Local	179	220	-	220
36011	Telephone Charges-Long Distance	163	195	-	195
36033	Wireless	2,791	2,857	2,701	2,857
36035	Radio Communications	405	405	-	405
36060	Cable Television	1,885	4,095	4,215	4,095
		68,810	78,872	98,700	78,872
Purchased Services					
42010	Airport Liability	157,182	180,684	145,000	180,684
42060	Property Insurance	57,255	67,616	75,075	63,000
42095	Insurance Claims	-	20,000	-	20,000
45010	Refuse Removal Services	2,696	2,650	3,208	2,650
46010	Public Relations	42,000	42,000	49,000	42,000
49040	Professional Management	262,144	290,667	280,770	265,400
		521,276	603,616	553,053	573,734
Material & Supplies					
52010	Alarm & PA Systems	2,381	7,500	4,845	7,500
52031	Electrical Repairs & Supplies	61,471	11,700	8,725	11,700
52032	Elevator Repairs & Supplies	8,418	3,500	2,254	3,500
52033	HVAC	255	8,000	9,770	26,000
52034	Roof	1,070	4,000	-	4,000
52035	Plumbing Repairs & Supplies	-	5,000	-	5,000
52036	Automatic Door Repairs & Supplies	-	2,000	-	2,000

Combined Operating Expenses by Account

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Material & Supplies					
52037	Pest Control	744	840	876	-
52060	Building Maintenance	9,259	22,500	14,006	23,340
52062	Janitorial Supplies	4,666	9,000	8,104	9,000
52063	Window Washing	1,033	2,066	-	2,066
53010	Landscaping	90	-	-	-
53078	Liquid Waste Disposal	21,798	38,000	10,650	38,000
54010	Gasoline	5,247	12,000	6,198	12,000
54011	Diesel Fuel	38,218	70,000	58,044	70,000
54013	Vehicles/Equipment Tires	9,121	17,150	5,185	13,000
54021	Vehicle Repair & Maintenance	-	1,500	-	2,500
54022	Vehicle Communications Equipment	1,844	2,000	1,448	1,000
54030	General Equipment Repair/Maint	100,493	80,000	29,739	78,540
54031	Quality Control Equipment	4,790	7,000	(444)	7,000
54040	Heavy Equipment Maintenance	132,440	131,500	169,339	121,500
54070	Vehicle Shop Tools & Supplies	3,448	4,500	15,972	2,500
54075	Fuel Truck Lease	-	-	-	20,976
		406,786	439,756	344,711	461,122
Office/Administration					
55010	Office Equipment Rental	1,786	1,400	1,776	1,400
55012	Office Equipment Service Agreements	509	500	-	500
55013	Office Equipment Repairs	848	-	-	-
55014	Computer Systems	-	3,500	-	1,000
55015	Hardware/Software Maint Agreement	7,540	13,505	7,094	13,505
55016	Computer Equipment	2,472	3,200	-	750
55030	Printed Forms/Letterhead	170	200	-	200
55032	Printing Outside Services	-	300	-	300
55041	Express Mail	4	-	-	-
55060	Office Supplies	3,508	5,000	5,533	5,000
55070	Payroll Services	19,551	19,000	19,961	19,000
66000	Dues & Subscriptions	15,366	16,500	20,650	16,500
66010	Training / Travel	1,149	9,500	2,157	4,500
66015	Incentives	13,413	30,000	8,649	30,000
66060	Credit Card Service Charges	62,665	64,000	86,914	64,000
		128,982	166,605	152,735	156,655
Non-Capital Equipment					
		-	-	-	-
		$5,754,830	**$7,720,611**	**$6,634,792**	**$8,567,123**

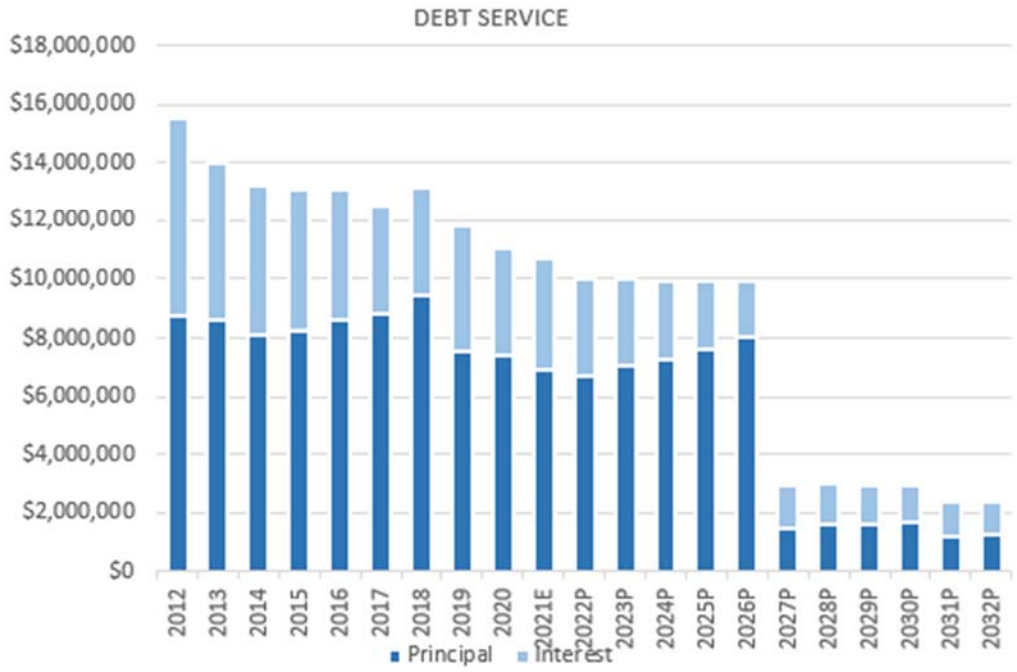
Section 5 Non Operating Revenue and Expense


PASSENGER FACILITY and CARES Act FUNDING
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021E
2022B
PFCs
CARES Act

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Other Nonoperating Revenue					
07010	Investments Earnings - Savings	196,563	319,991	319,991	319,991
07030	Investment Earnings - Capital	113,213	380,901	380,901	308,901
71000	Improvement Charges	368,400	368,400	368,400	368,400
71005	Customer Facility Charge Revenues	50	0	0	0
71100	Federal Airport Security Grant	139,080	136,800	136,800	136,800
71200	TSA LEO Reimbursement	0	0	0	0
71300	Federal Emergency Disaster Relief	10,914,551	5,000,000	4,363,325	5,091,757
71400	Insurance Recoveries	0	0	0	0
71500	Investment Income	0	0	0	0
71600	Air Service Development	0	0	0	0
79500	Passenger Facility Charges	1,858,877	3,590,800	3,941,782	3,640,402
		$13,590,733	**$9,796,892**	**$9,511,199**	**$9,866,251**

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Other Nonoperating Expense					
78013	Principal - 2010 A Refunding Bonds	5,835,000	-	-	-
78015	Principal - 2017 A Refunding Bonds	585,000	880,000	1,026,667	830,000
78016	Principal - 2017 B Refunding Bonds	470,000	245,000	285,833	255,000
78018	Principal - 2018 B Revenue Bond	360,000	375,000	437,500	395,000
78019	Principal - 2019 A Revenue Bond	140,000	391,150	192,500	170,000
78020	Principal - 2020 A Revenue Bond	-	345,000	402,500	370,000
78021	Principal - 2020 B Revenue Bond	-	4,440,000	5,180,000	4,665,000
79013	Interest - 2010 A Refunding Bonds	1,258,306	-	-	-
79015	Interest - 2017 A Refunding Bonds	210,756	307,375	358,605	238,625
79016	Interest - 2017 B Refunding Bonds	144,308	155,025	180,864	142,775
79017	Interest - 2018 A Revenue Bond	612,508	738,500	861,583	738,500
79018	Interest - 2018 B Revenue Bond	272,043	358,250	417,958	339,500
79019	Interest - 2019 A Revenue Bond	284,426	165,000	456,342	384,550
79020	Interest - 2020 A Revenue Bond	112,880	219,500	256,083	202,250
79021	Interest - 2020 B Revenue Bond	740,136	1,511,000	1,762,833	1,289,000
79063	Bond Issue Costs - 2010 A Revenue B	40,733	-	-	-
		$11,066,097	**$10,130,800**	**$11,819,269**	**$10,020,200**

Section 6 Debt Service



2021E does not include defeasance of $580,000 Series 2007A Bonds.

DEBT POLICY

The actual amount of debt the Authority may have outstanding at any one time is limited by the following:

- The Authority's legal debt limit ($285 million). The Authority's debt limit was increased from $175 million to $285 million during 2004 by State legislation enacted (Chapter 500), amending the Albany County Airport Authority Act, Title 32 of Article 8, of the New York State Public Authorities Law. The Authority has historically only issued debt to fund major capital improvement projects in excess of $50,000.
- The Authority's Master Bond Resolution which permits new borrowings only if the Authority's net revenues equal 125% of Maximum Annual Debt Service on all debt outstanding and the proposed debt to be issued. This debt coverage calculation can be found in the Rates and Charges section of this document.
- The maintenance of investment grade debt ratings from major debt rating agencies. These agencies generally suggest that the total debt outstanding should be limited to $100 per enplaned passenger.
- The willingness of investors in the bond market to purchase the Authority's indebtedness.
- Any negotiated bond sales are subject to the approval of the Comptroller of the State of New York and the Comptroller of the County of Albany.

The Authority also adopted a Derivatives Policy and a Variable Rate Debt Policy as summarized below.

Derivatives Policy

The Authority adopted a Derivatives Policy which allows for the use of Derivative Financial products for capital financing. The Derivatives Policy prohibits the use of Derivative Financial products for either investment or speculation. The Derivatives Policy recognizes derivatives as non-traditional financial products, including but not limited to, floating to fixed rate swaps, swaptions, caps, floors, collars and municipal warrants. The Derivatives Policy requires:

- that transactions entered into under the policy must be for a market transaction for which competing good faith quotations may be obtained at the discretion of the Authority and with the advice and recommendation of the Authority's swap advisor, and other financial professionals;
- that transactions should produce material economic benefit believed to not otherwise be attainable under the current existing market conditions, or existing conventional debt structures, and improve the flexibility of debt management strategies;
- employ a structure that will attempt to minimize any additional floating rate basis risk, tax law risk or credit risk to the Authority and justify the acceptance of these risks for a particular transaction, based on the additional benefits to the Authority; and
- limits the total amount of derivative financial product transactions so as not to exceed thirty-three percent (33%) of the total authorized debt limit of the Authority (currently $285 million).

Variable Rate Debt Policy

The Authority adopted a Variable Rate Debt Policy which allows for the use of variable rate debt within prescribed limitations. The Variable Rate Debt Policy recognizes permanent and interim uses of variable rate debt. Interim use of variable rate debt may occur during the construction phase of a project for which the Authority intends to obtain permanent financing at the conclusion of the construction phase. The Variable Rate Debt Policy provides that:

- permanent variable rate debt exposure includes variable rate debt which the Authority does not intend to be refinanced by a long-term fixed rate debt;
- net permanent variable rate debt exposure is permanent variable rate debt that is not offset by the cash, cash equivalent and short-term investment assets of the Authority;

DEBT POLICY, continued

- net permanent variable rate debt excludes, with some exceptions, variable debt that has been synthetically changed to fixed rate debt by the use of a financial derivative hedge product with a fixed-payer interest rate swap;
- net permanent variable rate debt, excluding synthetic fixed rate transactions, should not generally exceed twenty percent (20%) of the Authority's outstanding indebtedness.

The Authority's policy is to manage its current and future debt service requirements to be in compliance with all bond covenants, while prudently meeting the capital needs of the Airport and to continue the pursuit of higher underlying ratings from the rating agencies.

MASTER and SUPPLEMENTAL BOND RESOLUTION

The Authority in 1995, as amended in 1997, established procedures for selection of underwriters for the sale of the Authority's bonds and for certain other matters. These procedures allow for public competitive sale, public negotiated sale or private negotiated sale of debt based upon a determination of the Chief Financial Officer and the recommendation of the Authority Chair.

In 1997 the Authority adopted a Master Bond Resolution which authorizes the issuance of Airport Revenue Bonds; prescribing the limitations on and the conditions of issuance and the form of any bonds to be issued. Two key provisions provide for an additional bonds test before the Authority issues any new debt and a covenant to maintain 125% debt service coverage of net revenues, as defined.

Since 1997, there have been sixteen supplemental resolutions.

DEBT OUTSTANDING

At the beginning of 2022, it is anticipated there will be $69,495,000 of debt outstanding. Principal payments of $6,685,000 are due and payable during 2022. The chart below exhibits for each issue the original issue amounts, the debt to be outstanding as of December 31, 2022, the principal payments due in 2022, the interest due in 2022, the amortization of bond related receipts and expenditures that were deferred into interest costs in 2022 and the amount in debt service reserve funds.

Bond Series	Original Issue Amount	Outstanding 12-31-21	Principal Payments Due in 2022	Interest Payments Due in 2022	Total Payments Due in 2022	Outstanding 12-31-22
2017A	$ 7,795,000	$ 5,015,000	$ 830,000	$ 238,625	$ 1,068,625	4,185,000
2017B	6,600,000	3,285,000	255,000	142,775	397,775	3,030,000
2018A	14,770,000	14,770,000	-	738,500	738,500	14,770,000
2018B	7,820,000	6,790,000	395,000	339,500	734,500	6,395,000
2019	9,620,000	9,315,000	170,000	384,550	554,550	9,145,000
2020A	4,390,000	4,045,000	370,000	202,250	572,250	3,675,000
2020B	30,220,000	25,780,000	4,665,000	1,289,000	5,954,000	21,115,000
	$81,215,000	$69,000,000	$6,685,000	$3,335,200	$10,020,200	$62,315,000

DEBT SERVICE SCHEDULE

Year	Principal	Interest	Total
2020	$7,390,000	$3,618,820	$11,008,820
2021	6,945,000	3,756,050	10,701,050
2022	6,685,000	3,335,200	10,020,200
2023	7,020,000	3,002,650	10,022,650
2024	7,280,000	2,653,400	9,933,400
2025	7,625,000	2,291,250	9,916,250
2026	8,030,000	1,910,000	9,940,000
2027	1,455,000	1,508,500	2,963,500
2028	1,530,000	1,437,550	2,967,000
2029	1,585,000	1,366,275	2,951,275
2030	1,665,000	1,291,731	2,956,731
2031	1,170,000	1,212,963	2,382,963
2032	1,230,000	1,158,906	2,388,906
2033	1,285,000	1,101,800	2,386,800
2034	1,240,000	1,041,400	2,281,400
2035	1,290,000	981,750	2,271,750
2036	1,105,000	919,600	2,024,600
2037	1,165,000	864,350	2,029,350
2038	1,220,000	806,100	2,026,100
2039	1,285,000	745,100	2,030,100
2040	1,345,000	684,650	2,029,650
2041	1,410,000	621,350	2,031,350
2042	1,470,000	554,950	2,024,950
2043	1,540,000	485,700	2,025,700
2044	1,615,000	413,100	2,028,100
2045	1,690,000	336,950	2,026,,950
2046	1,765,000	262,050	2,027,050
2047	1,840,000	183,700	2,023,700
2048	1,920,000	101,800	2,021,800
2049	540,000	16,200	556,200

		Actual 2020	Budget 2021	Projection 2021	Budget 2022
Debt Service					
78013	Principal - 2010 A Refunding Bonds	5,835,000	0	0	0
78015	Principal - 2017 A Refunding Bonds	585,000	880,000	1,026,667	830,000
78016	Principal - 2017 B Refunding Bonds	470,000	245,000	285,833	255,000
78018	Principal - 2018 B Revenue Bond	360,000	375,000	437,500	395,000
78019	Principal - 2019 A Revenue Bond	140,000	391,150	192,500	170,000
78020	Principal - 2020 A Revenue Bond	0	345,000	402,500	370,000
78021	Principal - 2020 B Revenue Bond	0	4,440,000	5,180,000	4,665,000
79013	Interest - 2010 A Refunding Bonds	1,258,306	0	0	0
79015	Interest - 2017 A Refunding Bonds	210,756	307,375	358,605	238,625
79016	Interest - 2017 B Refunding Bonds	144,308	155,025	180,864	142,775
79017	Interest - 2018 A Revenue Bond	612,508	738,500	861,583	738,500
79018	Interest - 2018 B Revenue Bond	272,043	358,250	417,958	339,500
79019	Interest - 2019 A Revenue Bond	284,426	165,000	456,342	384,550
79020	Interest - 2020 A Revenue Bond	112,880	219,500	256,083	202,250
79021	Interest - 2020 B Revenue Bond	740,136	1,511,000	1,762,833	1,289,000
79063	Bond Issue Costs - 2010 A Revenue B	40,733	0	0	0
		$11,066,097	**$10,130,800**	**$11,819,269**	**$10,020,200**

71 AUTHORITY ADMINISTRATION 71

10 Series 2017A Refunding Bonds(Non-AMT)

Bond Series: Series 2017A Refunding Bond (Non-AMT)

Date: March 29, 2017

Payable: Principal is payable annually on December 15 with interest paid semianually each June 15 and December 15.

Rating: (underlying) Moody's: A3
Sandard & Poor's: A-, Stable

Purpose: The bonds were issued to refund the Series 2003A and 2006A Bonds and finance various land, parking expansions, hangars, and equipment acquisitions, apron and runway expansions, taxiway, runway and hangar rehabilitations, certain terminal expansion and lease hold improvements.

Security: The bonds are secured by the full faith and credit of the Authoirty and are payable from general Airport revenues without limitation.

78015	Principal - 2017 A Refunding Bonds	
	MFZ-GARB Series 2017A - Principal	985,000
	MFZ-GARB Series 2017A - Principal - Paid in Escrow 8/3/2021	(116,425)
	MFZ-GARB Series 2017A - Principal - Add'l Escrow	(38,575)
79015	Interest - 2017 A Refunding Bonds	
	MFZ-GARB Series 2017A - Interest	263,375
	MFZ-GARB Series 2017A - Interest	(24,750)
		$ 1,068,625

71 AUTHORITY ADMINISTRATION 71

20 Series 2017B Refunding Bonds(AMT)

Bond Series: Series 2017B Refunding Bond (AMT)

Date: March 29, 2017

Payable: Principal is payable annually on December 15 with interest paid semianually each June 15 and December 15.

Rating: (underlying) Moody's: A3
Sandard & Poor's: A-, Stable

Purpose: The bonds were issued refund the Series 2006C Bonds and to finance the construction of a 42,800 square foot aviation service and maintenance facility, certain terminal renovations, general aviation hangar renovatons, construction of additional general aviation T- hangars, fuel farm upgrades and equipment for use by Airport management contractors.

Security: The bonds are secured by the full faith and credit of the Authoirty and are payable from general Airport revenues without limitation.

78016	Principal - 2017 B Refunding Bonds	
	MFZ-GARB Series 2017B - Principal	255,000
79016	Interest - 2017 B Refunding Bonds	
	MFZ-GARB Series 2017B - Interest	142,775
		$ 397,775

71 AUTHORITY ADMINISTRATION 71

30 Series 2018A Revenue Bonds(Non-AMT)

Bond Series: Series 2018A Revenue Bond (Non-AMT)

Date: November 15, 2018

Payable: Principal is payable annually on December 15 with interest paid semianually each June 15 and December 15.

Rating: (underlying) Moody's: A3
Sandard & Poor's: A

Purpose: The Series 2018A Bonds were issued to (i) finance $15million of project costs in the Authority's 2015-2019 Five-Year Capital Plan (the "Capital Plan"), (ii) make the require deposit to the Bond Reserve Account for the Series 2018A Bonds, and (iii) to pay the costs of issuing the Series 2018A Bonds.

The Capital Plan approved by the County of Albany, as amended in 2017, includes the issuance of up to $38.5 million in bonds to fund projects included in the plan. On August 14, 2018 the State of New York announced a $92 million Albany International Airport Modernization Project (the "Project"). The Project includes an Airport Highway Access Project funded by the State at an estimated cost of $50 million and a $42.2 million Airport Modernization Project to which the State is contribuiting $22.1 million in grant funding. The Authority intends to use $14.1 million of the Series 2018A Bond Proceeds and other available funds to fund a portion of the Airport Modernization Project.

The Allbany International Airport Modernization Project includes:

1. Construction of a 1,000 unit, multi-level parking garage.
2. Energy-effiecient LED lights illuminating a bridge connecting the garage to the terminal.
3. Parking access improvements including lighting to highlight available parking spaces.
4. Terminal Projects that will include refurbishing the escalators, restrooms, waiting rooms and food courts.
5. The Authority will use $900,000 of the Series 2018A Boind proceeds to fund other capital expenditures included in the Capital Plan.

Security: The bonds are secured by the full faith and credit of the Authority and are payable from general Airport revenues without limition

79017	Interest - 2018 A Revenue Bond	
	MFZ-GARB Series 2018A	738,500
		$ 738,500

71 AUTHORITY ADMINISTRATION 71

40 Series 2018B Revenue Bonds(AMT)

Bond Series: Series 2018B Revenue Bond (AMT)

Date: November 15, 2018

Payable: Principal is payable annually on December 15 with interest paid semianually each June 15 and December 15.

Rating: (underlying) Moody's: A3
Sandard & Poor's: A-, Stable

Purpose: The bonds were issued to (i) finance $8 million of project costs in the Capital Plan, (ii) make the required deposit to the Bond Reserve Account for the Series 2018B Bonds, and (iii) to pay the costs of issuing the Series 2018B Bonds. The Series 2018B Bonds will be used to fund capital renovatoins and improvements to general and commercial hangars, fund equipment acquisitions for its Fixed Base Operatons and fnd other capital improvements to the Passenger Terminal included in the Airport Modenization Project.

Security: The bonds are secured by the full faith and credit of the Authoirty and are payable from general Airport revenues without limitation.

78018	Principal - 2018 B Revenue Bond	
	MFZ-GARB Series 2018B - Principal	395,000
79018	Interest - 2018 B Revenue Bond	
	MFZ-GARB Series 2018 - Interest	339,500
		$ 734,500

71 AUTHORITY ADMINISTRATION 71

50 Series 2019 Revenue Bonds(Non-AMT)

Bond Series: Series 2019A Revenue Bond (Non-AMT)

Date: November 26, 2019

Payable: Principal is payable annually on December 15 with interest paid semianually each June 15 and December 15.

Rating: (underlying) Moody's: A3
Sandard & Poor's: A-, Stable

Purpose: The bonds were issued to finance a portion of the Upstate Airport Development & Revitalization Project at the Airport.

Security: The bonds are secured by the full faith and credit of the Authoirty and are payable from general Airport revenues without limitation.

78019	Principal - 2019 A Revenue Bond	
	MFZ-GARB Series 2019A - Principal	170,000
79019	Interest - 2019 A Revenue Bond	
	MFZ-GARB Series 2019A - Interest	384,550
		$ 554,550

71 AUTHORITY ADMINISTRATION 71

60 Series 2020A Forward Refunding Bonds(Non-AMT)

Bond Series: Series 2020B Forward Refunding Bonds (Non-AMT)

Date: March 18, 2020

Payable: Principal is payable annually on December 15 with interest paid semianually each June 15 and December 15.

Rating: (underlying) Moody's: A3
Sandard & Poor's: A-, Stable

Purpose: The bonds were issued to refund and defease the Series 2010A Bonds. The refunded bonds were issued to partially finance the 1998 Terminal Improvement and Airport Redevelopment, a 1,900 space parking garage, and the New York Police Executive Hangar.

Security: The bonds are secured by the full faith and credit of the Authoirty and are payable from general Airport revenues without limitation.

78020	Principal - 2020 A Revenue Bond	
	MFZ-GARB Series 2020A - Principal	370,000
79020	Interest - 2020 A Revenue Bond	
	MFZ-GARB Series 2020A - Interest	202,250
		$ 572,250

71 AUTHORITY ADMINISTRATION 71

70 Series 2020B Forward Refunding Bonds(AMT)

Bond Series: Series 2020B Forward Refunding Bonds (AMT)

Date: March 18, 2020

Payable: Principal is payable annually on December 15 with interest paid semianually each June 15 and December 15.

Rating: (underlying) Moody's: A3
Sandard & Poor's: A-, Stable

Purpose: The bonds were issued to refund and defease the Series 2010A Bonds. The refunded bonds were issued to partially finance the 1998 Terminal Improvement and Airport Redevelopment, a 1,900 space parking garage, and the New York Police Executive Hangar.

Security: The bonds are secured by the full faith and credit of the Authoirty and are payable from general Airport revenues without limitation.

78021	Principal - 2020 B Revenue Bond	
	MFZ-GARB Series 2020B -Principal	4,665,000
79021	Interest - 2020 B Revenue Bond	
	MFZ-GARB Series 2020B - Interest	1,289,000
		$ 5,954,000
		$ 10,020,200

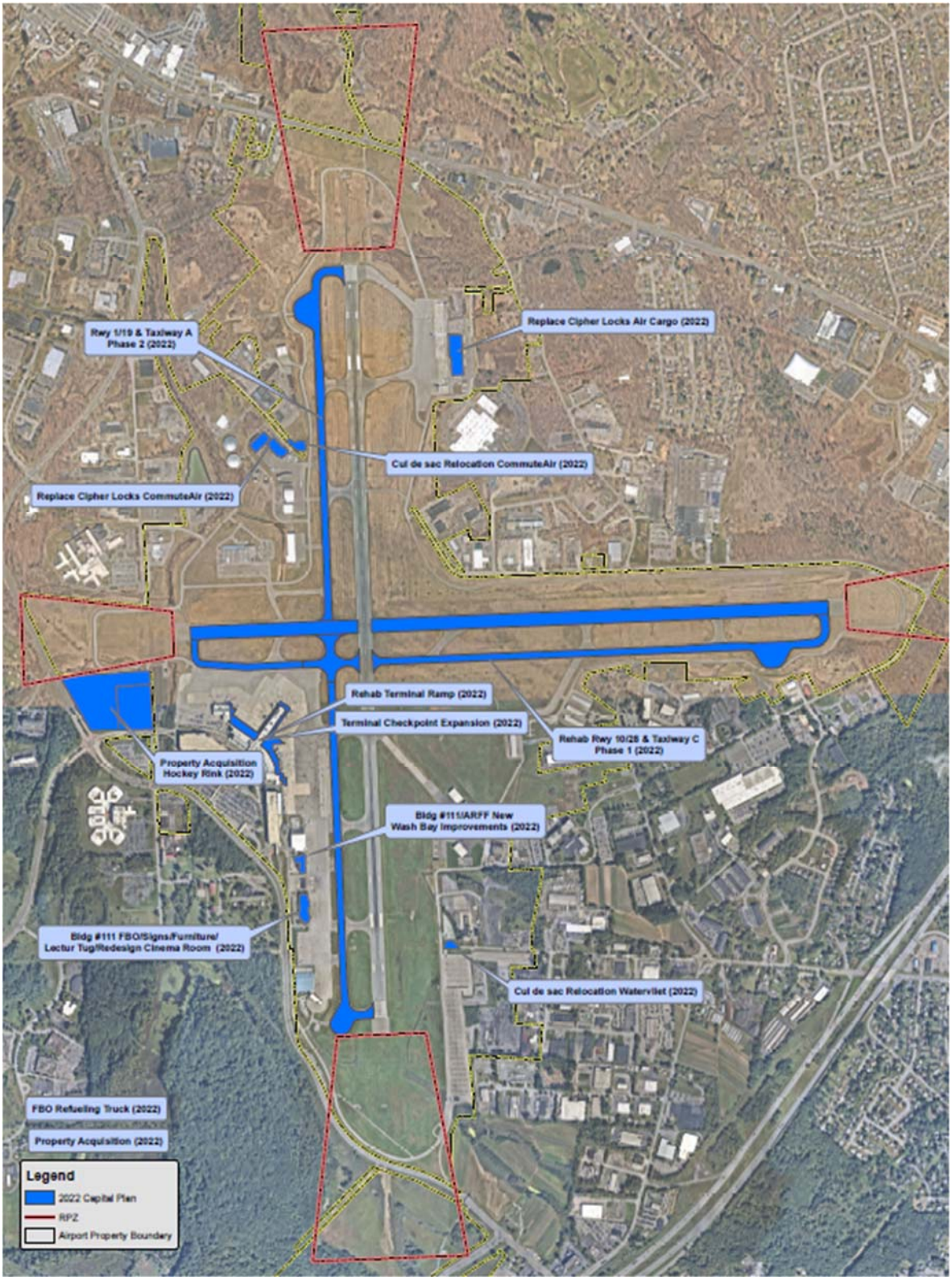
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Section 7 Capital Improvement Program

Capital Contributions

and

Capital Expenditures


Rwy 1/19 & Taxiway A Phase 2 (2022)
Replace Cipher Locks Air Cargo (2022)
Cul de sac Relocation CommuteAir (2022)
Replace Cipher Locks CommuteAir (2022)
Rehab Terminal Ramp (2022)
Terminal Checkpoint Expansion (2022)
Rehab Rwy 10/28 & Taxiway C Phase 1 (2022)
Property Acquisition Hockey Rink (2022)
Bldg #111/ARFF New Wash Bay Improvements (2022)
Bldg #111 FBO/Signs/Furniture/ Lectur Tug/Redesign Cinema Room (2022)
Cul de sac Relocation Watervliet (2022)
FBO Refueling Truck (2022)
Property Acquisition (2022)
Legend
2022 Capital Plan
RPZ
Airport Property Boundary

FIVE-YEAR CAPITAL PROGRAMS

The enabling legislation creating the Authority (Chapter 686 of the Laws of 1993) sets forth in section 2784.3. (a) The following:

> "On or before September first, nineteen hundred ninety-five, and on or before September first on every fifth year thereafter, the Authority shall submit to the county legislature a capital projects plan for the five year period commencing January first of the following year. The plan shall set goals and objectives for capital spending and describe each capital project proposed to be initiated in each of the years covered by the plan. Each plan shall also set forth an estimate of the amount of capital funding required each year and the expected sources of such funding."

The first-five year capital program covering the years 1996 through 2000 totaling $49,571,843 was approved by the Albany County Legislature, in Resolution 280, adopted on September 11, 1995. There was one amendment to the five year capital plan for $6,605,319 approved in Resolution 251, adopted on July 13, 1998 which increased the total approved capital program to $56,177,162.

The five-year capital plan for years 2000 through 2004 totaling $232,400,000 was approved by the Authority on February 7, 2000 and the Albany County Legislature in Resolution No. 39-00, adopted on February 14, 2000. There was one amendment to the five year capital plan for $26,000,000, approved in Resolution No. 180, adopted on April 14, 2003, increasing the total amount to $258,400,000.

The five-year capital plan for the years 2005 through 2009 totaling $264,900,000 was approved by the Authority May 3, 2004 and the Albany County Legislature in Resolution No. 400, adopted August 9, 2004.

The five-year capital plan for the years 2010 through 2014 totaling $139,300,000 was approved by the Authority September 14, 2009 and the Albany County Legislature in Resolution No. 477, adopted December 7, 2009.

The five-year capital plan for years 2015 through 2019, totaling $120,520,000, was approved by the Authority on September 22 2014 and by the Albany County Legislature in Resolution No. 411, adopted on November 10, 2010. An amendment to the five-year capital plan for $22,000,000, approved in Resolution No. 167, adopted on May 7, 2017, increased the total amount to $142,520,000. A second amendment to the 2015-2019 five-year capital plan is attached to this 2020 through 2024 five-year capital plan that decreases the plan by $5.66 million to $136.86 and reflects increased spending on projects that received more than previously anticipated levels of federal and state grant funding.

The five-year capital plan presented for the years 2020 through 2024 provides for potential projects totaling $180,000,000. The projects included represent the Authority's estimate of the numerous potential airport developments which could occur during the next five years. The estimates are based upon the best case scenario for variable economic and aviation industry conditions during the five-year plan period. A description of each project is included herein. Some of these projects are contingent upon the future realization of currently potential increases in airport passenger traffic and/or airport tenant activities. Therefore, the actual initiation and projected timing for each project could be altered and the project may not actually be initiated during the five-year plan. Factors that could cause increases in activities at the Airport include introduction of one or more new commercial carriers, leasing property to new aeronautical tenants, and improvements in the regional and national economies.

The potential funding sources represent the Authority's current estimate of those projects which are eligible for federal funding and the related New York State share thereof. As of this date, the total amount of Federal entitlement or discretionary funding will be made available to the Authority during this five-year period is not known. The remaining projects, if they are initiated, will be funded by Authority resources, either from airport capital funds or from the issuance of Authority debt.

Many of the projects are dependent on future growth in passengers, cargo and general aviation usage of the Airport and the related support facilities and equipment needed to meet that growth. Also, many of these projects are dependent on their eligibility for available Federal and State funding, or on the ability of the Authority to issue indebtedness. The actual time for starting each project is dependent upon this growth and availability of funding.

FIVE-YEAR CAPITAL PROGRAMS, continued

The total effect any Capital Program will have on future operating budgets is evaluated at the time a specific project is authorized by the Authority to be started, unless a project is mandated for safety or health purposes. All other projects are undertaken based on a cost-benefit analysis.

CAPITAL DEVELOPMENT

The Airline Use and Lease Agreement, in place January 1, 2016, provides for annual capital expenditure.

The 2016 agreement provides initially for $3,000,000 annually adjusted by the same percentage as the annual increase, or decrease, in non-airline revenues. Any amount not currently utilized is carried forward by the Authority for use in subsequent years. In the current Airline Use and Lease Agreement, the amount funded during 2016 was fixed at $3.0 million, in subsequent years the amount will be increased by the percentage growth in non-airline revenues over airline revenues. In Budget 2022, $2,838,616 is used for project capital funding.

Schedule of Grants

Federal Grants - Airport Improvement Program

Grant No.		Grant Title	Grant Amount	Est. Paid Dec 31, 2021
Closed	AIP135-2018	Replace Passenger Board Bridges B5, B7, B8 and C3	$3,303,400	$3,303,400
Closed	AIP136-2018	Replace Terminal Escalators #16-#17 and #20-#21	1,768,838	1,768,838
Closed	AIP137-2018	Replace Rwy 10-28, Twy C and Taxiway Lighting	161,568	161,568
Open	AIP138-2019E	Replace Rwy 10-28, Twy C and Taxiway Lighting	2,538,456	2,341,246
Open	AIP139-2019E	Acquire Four Pieces of Snow Removal Equipment	1,122,493	863,856
Open	AIP140-2019E	Airfield Drainage Improvements Phase 2 Culvert Replace.	1,474,291	1,474,291
Open	AIP141-2019E	Airport Master Plan Study	676,039	300,000
Open	AIP142-2020E	Replace Passenger Boarding Bridges A3, A5, B10 and C1	3,489,700	442,330
Open	AIP143-2020E	CARES Act	15,277,876	15,277,876
Open	AIP144-2021	CRRSA	5,091,757	
Open	AIP145-2021	CRRSA - Concession	320,510	
Open	AIP146-2021E	Rehab. Taxiway A, Design and Construction, multi-year	5,989,151	
Open	AIP147-2021D	Acquire Three Pieces of Snow Removal Equipment	1,537,634	
Pending	AIP14X-2022	ARPA	13,395,263	
Pending	AIP14X-2022D	Rehab. Terminal Apron (30K SF) Design and Const.	2,952,000	
Pending	AIP14X-2022E	Rehab. Rwy 10-28 (1,080K SF) Design and Const. multi-year	2,052,000	
Pending	AIP14X-2022			
Pending	AIP14X-2023			
Pending	AIP14X-2023			

E Entitlement (estimated $4,800,000 annually)
D Discretionary
ED Combination Entitlement and Discretionary

Grant number includes federal fiscal year (Sep 30) awarded.

Schedule of Grants

Status	Grant No.	Grant Title	Grant Amount	Est. Paid Dec 31, 2021
New York State Grants - Federal Aviation Administration AIP 5% Match				
Open	PIN 1A00.25	Replace Terminal Escalators #16-#17 and #20-#21	$5,091,757	
Open	PIN 1A00.26	Replace Rwy 10-28, Twy C and Taxiway Lighting	320,510	
Open	PIN 1A00.27	Replace Rwy 10-28, Twy C and Taxiway Lighting	6,385,392	
Open	PIN 1A00.28	Acquire Four Pieces of Snow Removal Equipment	69,289	
Open	PIN 1A00.29	Airfield Drainage Improvements Phase 2 Culvert Replace.	91,007	
Pending	PIN 1A00.X1	Twy A Pavement Rehabilitation, Phase 1 of 2		
Pending	PIN 1A00.X2	Twy A Pavement Rehabilitation, Phase 2 of 2		
Pending	PIN 1A00.X3	Rehab Rwy 10-28, Phase 1 of 2	164,000	
New York State Grants - AIR-99				
Open	PIN 1A00.99	Airport Fuel Farm Security & Safety Improvements Project	241,902	
Open	PIN 1A00.98	Terminal Ramp Glycol Drainage Replacement	880,000	
Open	PIN 1A00.97	Modernization and Renovation of ALB	19,371,525	

Contributed Capital

00911	Contributed Capital - FAA			
	MFZ-Additional Funding R&C21	1	800,000	800,000
AIP141-20	MFZ-Airport Master Plan	1	365,154	365,154
AIP143-20	MFZ-FAA - CARES Act, recorded as Non Operating Revenue	-	0	0
AIP14X6-21	MFZ-FAA Entitlement - Twy A Pavement Rehabilitation	1	4,500,000	4,500,000
AIP14X6-22	MFZ-FAA Entitlement - Twy A Pavement Rehabilitation	1	1,489,151	1,489,151
AIP14X7-21	MFZ-FAA Discretionary - Equipment Purchases	1	1,532,635	1,532,635
AIP14XX-22	MFZ-FAA Entitlement - Rwy 10-28 Design and Construction Multi Y	1	2,052,000	2,052,000
PFC20-04	MFZ-PFC20-04 Fund Drawdown	1	1,200,000	1,200,000
PFC20-04	MFZ-PFC20-04 Fund Drawdown	1	255,000	255,000
PFC20-04	MFZ-PFC20-04 Fund Drawdown - Remaining Terminal Fire Alarm	1	445,250	445,250
		0		**12,639,190**
00912	Contributed Capital - State			
	MFZ-NYS Rehab Rwy 10-28, 5% Share	1	114,000	114,000
		0		**114,000**
				$ 12,753,190

Capital Expenditure

2022 Capital Projects

79400	Current Year Capital Expenditures	
AIP14XX-22	AIP-22-10-07 Rehab Rwy 10-28, Phase 1 of 2	2,052,000
		2,052,000
ALB22	ALB-22-30-03 Land Acquisition	-
		-
NYS GRANT	NYS-22-20-04 Terminal/Parking Lot Bridge	-
NYS GRANT	NYS-22-10-07 Rehab Rwy 10-28, Phase 1 of 2	114,000
		114,000
PFC20-04	PFC-21-20-03 Replace Terminal Escalators #22, #23	1,200,000
PFC20-04	PFC-21-20-09 Airport Pavement Management Program	255,000
		1,455,000
R&C21	R&C-21-30-09 FAA ATCT Elevator	350,000
R&C21	R&C-21-30-11 Sicker Rd.	300,000
R&C21	R&C-21-30-17 Bldg #301 & #302 Roof Repair	100,000
R&C21	R&C-21-30-19 Bldg #109 Millionaire Air Roof Repair	300,000
		1,050,000
R&C22	R&C-22-30-02 Update Landside Airport Signage Rehabilitate (Phase 1 of 2)	800,000
R&C22	R&C-22-50-01 M-44 Replacement Street Sweeper	335,000
R&C22	R&C-22-50-02 M-70 and M-71 Replacements Flail Mowers	170,000
R&C22	R&C-22-50-03 Additional Skid steer for new garage	67,000
R&C22	R&C-22-10-07 AIP14Y8-22 5 percent match	114,000
R&C22	R&C-22-20-01 Terminal Air Handler Upgrade	400,000
R&C22	R&C-22-50-04 FBO Fuel Truck 50/50 Auto/Diesel Fuel	225,000
R&C22	R&C-22-10-01 Revert Parking Lot C to aircraft apron	900,000
R&C22	R&C-22-10-01 Revert Parking Lot C to aircraft apron (reduce cost)	(172,384)
		2,838,616
R&C23	R&C-23-30-01 Rehabilitate Terminal Sidewalks (Carried over to 2023	-
R&C23	R&C-23-30-02 Update Landside Airport Signage Rehabilitate (Phase 2 of 2)	-
		-
		7,509,616

Capital Expenditure

Construction in Progress at Dec 31, 2021

79400	Current Year Capital Expenditures	
AIP141-20	AIP-21-10-01 Airport Master Plan, Funded 100% FAA, AIP-141-20	715,154
AIP141-20	AIP-21-10-01 Airport Master Plan, Funded 100% FAA, AIP-141-20	(350,000)
		365,154
AIP146-21	AIP-21-10-05 Twy A Pavement Rehabilitation, Phase 1 of 2	4,500,000
		4,500,000
AIP14X7-21	AIP-21-50-01 One (1) Blower	583,000
AIP14X7-21	AIP-21-50-03 One (1) Loader	369,000
AIP14X7-21	AIP-21-50-05 One (1) Sweeper	580,635
		1,532,635
AIP14Y6-22	AIP-21-10-05 Twy A Pavement Rehabilitation, Phase 2 of 2	1,489,151
		1,489,151
PFC20-04	PFC-21-20-15 Terminal Fire Alarm Replacement	1,745,250
PFC20-04	PFC-21-20-15 Terminal Fire Alarm Replacement	(1,300,000)
		445,250
R&C21	R&C-21-20-07 Automatic Fire Doors for each airline	199,000
R&C21	R&C-21-30-15 Hangar 1 Sprinkler	100,000
R&C21	R&C-21-20-14 Computer Based Training	151,000
R&C21	R&C-21-20-12 Replace Airside High Mast Lights with LED lights	350,000
		800,000
		9,132,190

Capital Expenditure

2021 Capital Projects Completed

79400	Current Year Capital Expenditures	
AIP142-20	AIP-21-20-11 Passenger Boarding Bridge Renovation, Funded 100% AIP142-20	3,489,700
AIP142-20	AIP-21-20-11 Passenger Boarding Bridge Renovation, Funded 100% AIP142-20	(3,489,700)
		-
R&C21	R&C-21-20-01 Terminal Improvement	300,000
R&C21	R&C-21-30-01 LED Upgrade Exterior Lights -Terminal - High Master	27,000
R&C21	R&C-21-30-03 LED Upgrade Exterior Lights -Terminal Front	14,000
R&C21	R&C-21-30-05 LED Upgrade Exterior Lights	14,000
R&C21	R&C-21-30-07 Acquisition of Street Lights	220,000
R&C21	R&C-21-20-05 Elevator Modernization for Elevator #12, Gate A, Building 79	195,000
R&C21	R&C-21-00-00 Projects Completed in 2021	(770,000)
		-
		-

Capital Expenditure

2023 - 2026 Capital Projects

79400 Current Year Capital Expenditures

Z 2023	R&C-23-10-XX	Rehab Terminal Apron	4,280,000
Z 2023	R&C-23-10-XX	Airfield PAPI and REIL Lights	180,000
Z 2023	R&C-23-10-XX	Relocate Training Aircraft	100,000
Z 2023	R&C-23-10-XX	CommuteAir Ramp Expansion	100,000
Z 2023	R&C-23-20-XX	Remove Escalators #5 and #6 in B Concourse	50,000
Z 2023	R&C-23-20-XX	Terminal WiFi System	320,000
Z 2023	R&C-23-30-XX	Land Acquisition	-
Z 2023	R&C-23-35-XX	Air Traffic Control Tower Improvements	1,500,000
Z 2023	R&C-23-35-XX	Building #111, ARFF By Floor Drain Repairs/Floor Resurfacing	85,000
Z 2023	R&C-23-35-XX	Bldg #406, Laundry Building Roof Repair	200,000
Z 2023	R&C-23-35-XX	FBO Hangar Construction	18,000,000
			24,815,000
Z 2024	R&C-24-10-XX	Rehab Txy C, Design	489,500
Z 2024	R&C-24-10-XX	Rehab Rwy Txy C, Construction	3,998,000
Z 2024	R&C-24-20-XX	PBB Replacemnt A6 and B6	2,300,000
Z 2024	R&C-24-20-XX	Terminal Concourse Conceptual Design	2,000,000
Z 2024	R&C-24-30-XX	Land Acquisition	-
			8,787,500
Z 2025	R&C-25-10-XX	Rehab Rwy 01-19, Design and Construction	3,998,000
Z 2025	R&C-25-30-XX	Land Acquisition	-
			3,998,000
Z 2026	R&C-26-10-XX	Snow Removal Equipment Building	2,500,000
Z 2026	R&C-26-30-XX	Land Acquisition	-
			2,500,000
			40,100,500

Status: New Project

CIP Number: 22-10-07

CIP Description: Rehab Rwy 10-28 (7,200' x 150')

Category: Airfield

Environmental Required: Federal: Categorical Exclusion, FONSI Pending
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: Pending

Project Scope: Asphalt pavement rehabilitation comprising approximately 1,080,000 square feet is required to restore the wear course on aircraft movement surfaces to support continuous use and heavy loading based on PCI survey. This project is programmed for FY2023 passenger and cargo entitlement allocation.

Project Funding:

	BY2021	BY2022	BY2023	Total
AIP Entitlement	$ -	$ 2,052,000	$ -	$2,052,000
AIP Discretionary	-	-	-	-
State Grants	-	114,000	-	114,000
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	114,000	-	114,000
	$ -	$2,280,500	$ -	$2,280,000

Status: Holdover from 2021.

CIP Number: 21-20-03

CIP Description: Replace Terminal Escalators #22 and #23

Category: Terminal

Environmental Required: Federal: na, PFC funded
State: SEQR Type II

Project Scope: The project scope of work includes a complete in-truss modernization of Escalators #22 & #23 located in the baggage claim area of the main terminal. The work will consist of General Construction and Electrical work as prime contractors. The General Construction work includes, but is not limited to: selective demolition, construction of temporary hard wall barriers, removals, and installation of major escalator components including the use of special rigging. The Electrical Work includes, but is not limited to: safety switch, pit lighting and receptacle replacement, existing feeder connections to new escalator equipment including miscellaneous connections. There is no hazardous materials abatement anticipated for the scope of the work. Contractors will be required to comply with all Airport access control protocols as well as special work schedules.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	1,200,000	-	1,200,000
Bonds	-	-	-	-
Rates & Charges	-	-	-	-
	$ -	$1,200,000	$ -	$1,200,000

Status: Holdover from 2021.

CIP Number: 21-20-09

CIP Description: Airport Pavement Management Program

Category: Airfield

Environmental Required: Federal: na, PFC funded
State: SEQR Type II

Project Scope: The project will consist of providing planning services associated with the development of a Pavement Management Plan (PMP) at the Albany International Airport (ALB) in accordance with FAA AC 150/5380-7B, *Airport Pavement Management Program*.

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There will be a visual pavement condition inspection of all airfield pavements: runways; taxiways; taxi lanes; and aprons. The establishment of Pavement Condition Index (PCI) for all pavements and the development of a formal Pavement Management Plan (PMP) with recommendations on the scope, timing and costs of pavement maintenance, repairs and/or reconstruction will be developed. (PCI is a numerical rating, on a scale of 0 "failed" to 100 "excellent" of the surface conditions of a pavement with implications of structural performance.)

The airside pavement network will be divided into uniform sections, and sampling rates and units will be developed for visual inspection and PCI calculations in accordance with ASTM D5340-12 (2018), *Standard Test Method for Airport Pavement Condition Index Surveys* and FAA AC 150/5380-7B, *Airport Pavement Management Program*.

Based upon the results of the airport wide PCI's, a maintenance plan, a 5-year near term capital improvement plan, and a 20-year Pavement Capital Improvement Plan (PCIP) will be developed. A Pavement Classification Number (PCN) will be calculated for the runway pavements in accordance with FAA AC 150/5335-5C, *Standardized Method of Reporting Airport Pavement Strength – PCN*.
A comprehensive Master Plan report will be developed to include a technical report, summary, an Airport Layout Plan, Web Page and Public Information Kit**.**

Project Funding:

	BY2020	**BY2021**	**BY2022**	**Total**
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	255,000	-	255,000
Bonds	-	-	-	-
Rates & Charges	-	-	-	-
	$ -	$255,000	$ -	$255,000

Status: Holdover from 2021.

CIP Number: 21-30-09

CIP Description: Federal Aviation Administration ATCT Elevator

Category: Landside

Environmental Required: Federal: na
State: SEQR Type II

Project Scope: Modernization of the elevator including supporting systems such as electrical power upgrade to the elevator, hoistway, sump pump, and elevator machine room air conditioning.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	350,000	-	350,000
	$ -	$350,000	$ -	$350,000

Status: Partial Holdover from 2021.

CIP Number: 21-30-11

CIP Description: Sicker Road Cul-de-Sac

Category: Landside

Environmental Required: Federal: Categorical Exclusion, FONSI pending
State: SEQR Unlisted Negative Declaration, pending

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: This project includes the removal of the existing cul-de-sac from their current location and the construction of new ones at revised locations. The construction work will include drainage improvements, subbase and asphalt pavement placement, installation of guide railing and signage to maintain safe vehicular traffic flow. The relocated cul-de sacs will allow for better access to Airport property by passengers and tenants.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	300,000	-	300,000
	$ -	$300,000	$ -	$300,000

Status: Holdover from 2021.

CIP Number: 21-30-17

CIP Description: Building #301 & Building #302 Roof Repair

Category: Landside

Environmental Required: Federal: na
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: Pending

Project Scope: The existing roofs on both buildings are beyond 25 years old and have required repairs for leaks and wind damage. The existing roof systems will be removed including the insulation. New insulation and a new rubber membrane roof will be installed on each building.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	100,000	-	100,000
	$ -	$100,000	$ -	$100,000

Status: Holdover from 2021.

CIP Number: 21-30-17

CIP Description: Building #109, Million Air Roof Repair

Category: Landside

Environmental Required: Federal: na
State: SEQR Type II

Project Scope: The existing roof on the Million Air building is over 25 years old and has been requiring constant costly repairs for leaks. The project will require the removal of the existing ballast roof and insulation. The installation of new insulation (to meet new energy codes) and a TPO roof membrane system with a 20 year warranty.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	300,000	-	300,000
	$ -	$300,000	$ -	$300,000

Status: New Project

CIP Number: 22-30-02

CIP Description: Update Landside Airport Signage Phase I

Category: Landside

Environmental Required: Federal: NA
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: Terminal, Parking, and Landside signage will be updated to reflect the Authority's new logo and colors.

Project Funding:

	BY2021	BY2022	BY2023	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	800,000	-	800,000
	$ -	$800,000	$ -	$800,000

Status: New Project

CIP Number: 22-50-01

CIP Description: M-44 Replacement Street Sweeper

Category: Equipment

Environmental Required: Federal: NA
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: This Scope of Work was developed consistent with the guidance provided in Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5070-6B, *Airport Master Plans*. The outcome of the Study will provide planning and development guidance necessary to address landside and airside facilities and land development considerations for the next 20 years and beyond.

Project Funding:

	BY2021	BY2022	BY2023	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	335,000	-	335,000
	$ -	$335,000	$ -	$335,000

Status: New Project

CIP Number: 22-50-02

CIP Description: M-70 and M-71 Replacement Flail Mowers

Category: Equipment

Environmental Required: Federal: NA
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: Purchase of two (2) flail mowers.

Project Funding:

	BY2021	BY2022	BY2023	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	170,000	-	170,000
	$ -	$ 170,000	$ -	$ 170,000

Status: New Project

CIP Number: 22-50-03

CIP Description: Skid Steer for new South Garage

Category: Equipment

Environmental Required: Federal: NA
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: Purchase of two (2) flail mowers.

Project Funding:

	BY2021	BY2022	BY2023	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	67,000	-	67,000
	$ -	$ 67,000	$ -	$ 67,000

Status: New Project

CIP Number: 22-10-02

CIP Description: AIP 14Y8 5% Grant Match

Category: Equipment

Environmental Required: Federal: NA
State: NA

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: Five percent match for Rehab Rwy 10-28 project.

Project Funding:

	BY2021	BY2022	BY2023	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	114,000	-	114,000
	$ -	$ 114,000	$ -	$ 114,000

Status: New Project

CIP Number: 22-20-01

CIP Description: Terminal Air Handler Upgrade

Category: Terminal

Environmental Required: Federal: NA
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope:

Project Funding:

	BY2021	BY2022	BY2023	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	400,000	-	400,000
	$ -	$ 400,000	$ -	$ 400,000

Status: New Project

CIP Number: 22-20-01

CIP Description: FBO Fuel Truck 50/50 Auto/Diesel Fuel

Category: Terminal

Environmental Required: Federal: NA
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: The FBO Fuel Truck, 50/50 Auto/Diesel Fuel, provides fuel to the passenger and cargo airlinesa, and the fbo (fixed based operator) for their respective ground support equipment (GSE) that predominantly includes aircraft tugs. The current vehicle used is over twenty (20) years old and has reached is serviceable useful life.

Project Funding:

	BY2021	BY2022	BY2023	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	225,000	-	225,000
	$ -	$ 225,000	$ -	$ 225,000

Status: New Project

CIP Number: 22-10-01

CIP Description: Revert Parking Lot C to Aircraft Apron

Category: Airfield

Environmental Required: Federal: NA
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: In 2017 and with the Federal Aviation Administration's concurrence , a portion of the north apron serving Concourse A was converted to an employee parking lot as an accommodation to the construction of the South Side Garage. Now that the garage has been completed, the temporary parking lot must be reverted back to its original condition and use.

Project Funding:

	BY2021	BY2022	BY2023	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	500,000	-	500,000
	$ -	$500,500	$ -	$500,000

Status: In Progress

CIP Number: 21-10-01

CIP Description: Airport Master Plan

Category: Airfield

Environmental Required: Federal: Categorical Exclusion, FONSI issued 11-22-2019
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: This Scope of Work was developed consistent with the guidance provided in Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5070-6B, *Airport Master Plans*. The outcome of the Study will provide planning and development guidance necessary to address landside and airside facilities and land development considerations for the next 20 years and beyond.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$350,000	$ 365,154	$715,154
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	-	-	-
	$ -	$350,000	$ 365,154	$715,154

Status: In Progress

CIP Number: 21-10-05

CIP Description: Taxiway A Pavement Rehabilitation

Category: Airfield

Environmental Required: Federal: Categorical Exclusion, Issued 10-20-2020
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: Mill and overlay existing Taxiway A pavement to assure continued operational safety and functional utility for pavement last resurfaced in 2010 as warranted to address Pavement Condition Index (PCI) documented surface wear deterioration noting spalling, traverse and longitudinal cracking and substantial vegetation growing through the pavement. Pavement Condition Index ratings for Taxiway A is 40 in the southern portion and 55-60 in other areas.

The Taxiway A project area measures 8,500' by 75' with two aircraft hold aprons. The proposed project area is a single site comprising approximately 141,000 SY total with 54,000 SY north of crosswind runway 10-28 and 87,000 SY south of runway 10-28. Crosswind Runway 10-28 resurfacing is not include in the project.

Project Scope:

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$4,500,000	$1,489,151	$5,989,151
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	-	-	-
	$ -	$4,500,000	$1,489,151	$5,989,151

Status: In Progress, delivery expected September 2022.

CIP Number: 21-50-01

CIP Description: Airfield Blower

Category: Airfield

Environmental Required: Federal: Categorical Exclusion
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: The unit will be used for snow removal from runways, taxiways, ramps, roadways, parking lots. The vehicle shall comply with SAE ARP5539 specifications, and shall meet the performance requirements identified in FAA AC 150/5220-20A. The unit shall be adequate size, type and configuration to provide support and transport capability of the snow blower. The unit must be capable of operating and cold soaked starting at temperatures as low as -40º F and as high as 110º F. The unit must be certified for both aeronautical and on public roads. Axle and vehicle weights must comply with state and local highway load limits (combined load).

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$583,000	$ -	$583,000
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	-	-	-
	$ -	$583,000	$ -	$583,000

Status: In Progress, delivery expected September 2022.

CIP Number: 21-50-01

CIP Description: Airfield Loader

Category: Airfield

Environmental Required: Federal: Categorical Exclusion
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: The unit will be used for snow removal from runways, taxiways, ramps, roadways, parking lots. The vehicle shall comply with SAE ARP5539 (disregard rotary plow sections) specifications, and shall meet the performance requirements identified in FAA AC 150/5220-20A. See technical specifications listed below for additional requirements. The unit shall be adequate size, type and configuration to provide support and transport capability of the plow and material (if a future bucket is used). The unit must be capable of operating and cold soaked starting at temperatures as low as -40º F and as high as 110º F. The unit must be certified for both aeronautical and on public roads. Axle and vehicle weights must comply with state and local highway load limits (combined load).

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$369,050	$ -	$369,050
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	-	-	-
	$ -	$369,050	$ -	$369,050

Status: In Progress, delivery expected September 2022.

CIP Number: 21-50-05

CIP Description: Airfield Runway Sweeper

Category: Airfield

Environmental Required: Federal: Categorical Exclusion
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: Additional Airfield Runway Sweeper based on AC 150/5220-20, Chapter 6, Paragraph 38, minimum equipment requirements and Commercial Service and General Aviation Airports.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$580,635	$ -	$580,635
AIP Discretionary	-	-	-	-
State Grants	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	-	-	-
	$ -	$580,635	$ -	$580,635

Status: In progress.

CIP Number: 21-20-15

CIP Description: Terminal Fire Alarm Replacement

Category: Terminal

Environmental Required: Federal: na, PFC funded
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: The terminal-wide fire alarm system replacement project consists of the removal of the existing 22 years old fire alarm system and replacement of all system components. The system consists of the head-end equipment, software, annunciators, cabling, detector heads, and equipment located in the Operations Center and the Air Rescue and Firefighting Building. The system covers all three concourses, ticketing, baggage make-up and airline offices. Included are carbon monoxide detectors, smoke and heat detectors, duct detectors, pull stations, smoke barrier doors, and other equipment to provide protection to the Terminal. Connections will also be made to the public address system to alert the passengers, visitors and employees of pending emergency.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	1,745,250	-	1,745,250
Bonds	-	-	-	-
Rates & Charges	-	-	-	-
	$ -	$1,745,250	$ -	$1,745,250

Status: In Progress.

CIP Number: 21-20-07

CIP Description: Automatic Fire Doors for each Airline

Category: Terminal

Environmental Required: Federal: na
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope:

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	199,000	-	199,000
	$ -	$199,000	$ -	$199,000

Status: In Progress.

CIP Number: 21-30-15

CIP Description: Hangar #1 Sprinkler Installation

Category: Landside

Environmental Required: Federal: na
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope: This project includes bringing a new 4" water service to the existing hangar building as well as the installation of all piping and sprinkler equipment need for a complete fire protection system throughout the building. The new system will be connected to the existing fire alarm system.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	100,000	-	100,000
	$ -	$100,000	$ -	$100,000

Status: In Progress.

CIP Number: 21-20-14

CIP Description: Computer Based Training System

Category: Airside

Environmental Required: Federal: na
State: SEQR Type II

Project Approved on ALP: NA

Airspace Status: NA

Project Scope:

The purpose of the Computer Based Training system (CBT) is to enhance the Security and Driver training programs at the Albany International Airport.

The benefits would include increased availability of training (it would be on-demand), standardization of training and the establishment of re-current security and non-movement area driver training. It would also allow ALB to discontinue the "train the trainer program" that we are using to accommodate the initial and recurrent movement area training for Airfield Maintenance, ARFF and the taxi training for ALB based airline mechanics.

CBT system Training Goals:

- Improve the availability of SIDA, Movement Area and Non-Movement Area training by establishing web based on demand training.
- Improve the consistency of training/standardization of training.
- Establish security and non-movement area recurrent training.
- Eliminate the need for a "Train the Trainer" program for movement area (Tier I and Tier IA) training.
- Improved oversight of the driver training programs.

To accomplish these goals, the system needs the following:

- Allows for customize of the security and driver training courses in order to include ALB rules/procedures.
- Supports web based training. This online component will allow 24/7 training, thereby creating on-demand training. Additionally, it would will eliminate the need for security and driving classroom training.
- Needs to be interactive. Individuals stay more engaged if there is an interactive component during training. Having questions interspersed throughout the training helps to keep ones attention, and helps to reinforce key learning points.
- Capable of maintain training records, i.e. record/track each person's training.
- Allow for course content changes necessary to account for regulatory or procedural changes/updates.
- The ability to use ALB's test/quiz questions in the course.
- Must be able to incorporate additional documents into the training such as R&I's.
- Cannot have a user limit that may negatively affect ALB's ability to add new personnel to the system.

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	151,000	-	151,000
	$ -	$151,000	$ -	$151,000

Status: In Progress.

CIP Number: 21-20-12

CIP Description: Replace Airside High Mast Lights with LED lights

Category: Airside

Environmental Required: Federal: na
State: SEQR Type II

Project Approved on ALP: NA

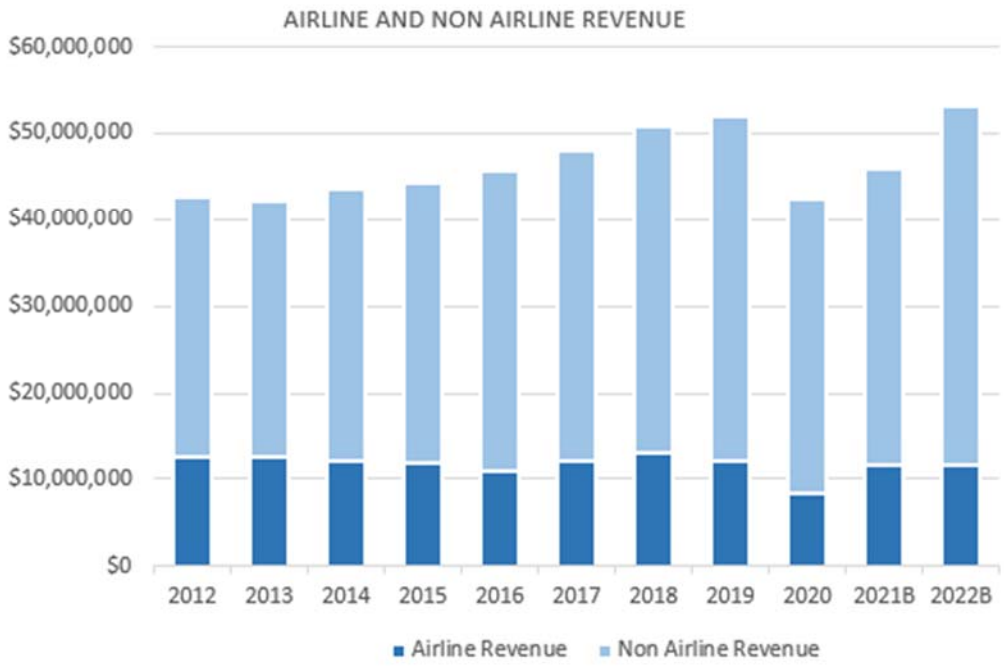
Airspace Status: pending

Project Scope: The existing high mast lights around the Terminal (airside) are all high pressure sodium lights that are very energy inefficient. The exiting high mast poles will remain and all new LED light heads and arms will be installed to provide cleaner light with a greatly reduced energy demand

Project Funding:

	BY2020	BY2021	BY2022	Total
AIP Entitlement	$ -	$ -	$ -	$ -
AIP Discretionary	-	-	-	-
NYS State Grant	-	-	-	-
Passenger Facility Charges	-	-	-	-
Bonds	-	-	-	-
Rates & Charges	-	350,000	-	350,000
	$ -	$350,000	$ -	$350,000

Section 8 Rates and Charges


AIRLINE AND NON AIRLINE REVENUE
$60,000,000
$50,000,000
$40,000,000
$30,000,000
$20,000,000
$10,000,000
$0
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021B
2022B
Airline Revenue
Non Airline Revenue

AIRLINES RATES AND CHARGES SUMMARY

The Airline Use and Lease Agreement (ULA) that began on January 1, 2016 continues to recognize that the Airlines and the Authority are working together to provide adequate facilities at the Airport and to provide appropriate accommodations for the public using the Airport without creating an unreasonable financial burden on the airlines or the Authority. This goal is achieved through a "revenue sharing" relationship in which both the signatory airlines and the Authority "share" in the successful financial performance of the Airport. This ULA had a five year term with an expiration date of December 31, 2020, and included one five year option period. Due to the COVID-19 pandemic that began in March 2020, this five year renewal term was modified to a three one-year renewal terms (2021, 2022, 2023) followed by one two-year (2024-2025) option term43 .

The revenue sharing formula in the Airline Use and Lease Agreement includes the following key elements:

A residual landing fee rate for the airfield cost center using passenger airline and cargo carrier landed weight as a divisor. Certain revenue items are credited in the rate calculation to lower the overall requirement of the airfield. Included among those offsets are interest earnings, FBO commercial net revenues and all revenues from non-signatory airlines.

An aircraft apron fee rate is based upon ten percent of the total landing fee requirement; divided by number of total square foot of apron space.

A commercial compensatory terminal rental rate for the terminal cost center, using rentable square feet as the divisor. Space occupied by the airlines or other tenants is paid for directly by a terminal rental charge.

A loading bridge fee charge is implemented based on annual capital charges, capital charge coverage, any required reserves, and operating and maintenance expenses incurred.

A formula for revenue sharing at 50/50 with the signatory airlines based on remaining Airport funds in excess of the total requirements of all cost centers. The signatory airlines' share is credited back to airlines in the subsequent year.

COST CENTERS AND ALLOCATIONS

The expense budget under the New Agreement includes seven direct cost centers (airfield, terminal, loading bridges, parking, landside, FBO commercial aviation, and FBO general aviation and facilities) and seven indirect costs centers (ARFF, operations, security, vehicle/equipment maintenance, AvPorts administration, Million Air administration, and Authority administration). The expenses for four of the indirect costs centers (which exclude administration) are allocated to the direct costs centers based on an analysis of the staff hours worked and the budgeted costs within each indirect cost center. After those indirect costs are allocated to the direct cost centers, administration is allocated based on the total actual direct and indirect costs for each direct cost center. The allocation percentages for 2022 are set forth in the operating expenses allocation summary the Budget Overview section. The allocation rates will be reviewed and potentially revised at the end of 2021 to reflect the actual operations and maintenance for all of the facilities.

NON-SIGNATORY RATES - Airlines that are not signatory to the Agreement are charged the lesser of the compensatory rate for the airfield or 1.25 times the signatory rate

PER USE TERMINAL FEE - Low-Volume Air Carriers that are not signatory will be charged a per use terminal fee. The Per Use Terminal Fee shall be calculated by dividing the sum of the estimated total annual aircraft apron Fees, terminal rentals and equipment charges, by the total number of enplaned passengers at the Airport in the preceding year, and multiplying that quotient by one hundred twenty-five percent (125%).

AIRLINES RATES AND CHARGES SUMMARY, continued

REVENUE SHARING - Over the five year term (2016-2020) of the Airline Use and Lease Agreement, 50% of all Airport revenues in excess of the total requirements of all cost centers in each fiscal year is “transferred” as a credit.

COST PER ENPLANEMENT - One measure of the total revenues received by the Authority from the airlines is the Airport cost per enplanement (CPE). The CPE is presented with two components.

The Airport CPE represents the net cost incurred by the commercial airlines based on their regular operations at the Airport.

The FBO CPE represents the additional cost incurred by the airlines for into-plane, fuel farm, and deicing services; services usually provided by fixed based operators but at Albany International Airport are provided by the Authority.

RATES and CHARGES SUMMARY

	Audited 2020	Budget 2021	Projected 2021	Budget 2022	Projected 2021 vs. Budget 2022	Budget 2021 vs Budget 2022
Landing Fee Rate						
Signatory	$ 3.20	$ 4.15	$ 4.07	$ 3.53	-13.3%	-14.9%
Non-Signatory	$ 4.00	$ 5.19	$ 5.09	$ 4.41	-13.3%	-14.9%
Apron Fee Rate - Annual	$ 1.30	$ 1.53	$ 1.41	$ 1.48	5.0%	-3.3%
Terminal Rental Rate - Annual						
Signatory	$ 59.45	$ 74.14	$ 76.70	$ 78.76	2.7%	6.2%
Non-Signatory	$ 74.31	$ 92.68	$ 95.88	$ 98.45	2.7%	6.2%
Tenant Rate - Annual	$ 29.73	$ 37.07	$ 38.35	$ 39.38	2.7%	6.2%
Loading Bridge Rate - Annual	$ 28,200.35	$ 38,451.14	$ 40,258.44	$ 41,177.01	2.3%	7.1%
Low Volume Carrier terminal charge per EPAX	$ 13.30	$ 8.80	$ 9.02	$ 7.27	-19.4%	-17.5%
Cost per Enplanement						
Airport CPE (after revenue sharing)	$ 16.30	$ 11.88	$ 12.05	$ 8.44	-29.9%	-29.0%
FBO CPE	$ 2.93	$ 2.23	$ 1.95	$ 2.49	27.8%	11.8%
Total Cost per Enplanement	$ 19.22	$ 14.11	$ 13.99	$ 10.93	-21.9%	-22.5%
Debt Service Coverage	1.26	1.40	1.40	1.71	22.0%	22.4%
Enplanements						
Signatory	502,625	903,392	903,392	1,180,000	30.6%	30.6%
Non Signatory	17,404	36,608	36,608	20,000	-45.4%	-45.4%
Total	520,029	940,000	940,000	1,200,000	27.7%	27.7%
Commercial Landed Weights						
Signatory	882,444	1,086,960	1,166,334	1,335,000	14.5%	22.8%
Non Signatory	27,613	44,859	0	0	#DIV/0!	-100.0%
Total	910,057	1,131,819	1,166,334	1,335,000	14.5%	18.0%
Cargo Landed Weights	172,001	169,391	172,000	177,000	2.9%	4.5%
Funds Remaining	$ (532,741)	$ 394,696	$ 453,497	$ 3,166,221	598.2%	702.2%
ACAA	(1,152,151)	(202,652)	(173,252)	1,183,111	-782.9%	-683.8%
Air Service Incentive Costs	619,410	400,000	400,000	400,000	0.0%	0.0%
Airlines	(532,741)	197,348	226,748	1,583,111	598.2%	702.2%

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REVENUES

		Audited 2020	Budget 2021	Projected 2021	Budget 2022
AIRFIELD					
Airline Landing Fees		$ 2,929,027	$ 4,745,497	$ 4,746,979	$ 4,712,550
Airline Airfield Revenue Sharing		-	(39,470)	(45,350)	(316,622)
Cargo Landing Fees		556,503	716,185	712,520	635,730
Glycol Disposal Fee		228,089	360,305	170,764	301,436
Airline Apron Fee		656,207	772,060	750,083	783,936
Tenant Maintenance		35,570	30,000	30,000	30,000
Control Tower Rental		665,776	665,776	813,218	815,802
		$ 5,071,172	$ 7,250,353	$ 7,178,214	$ 6,962,831
FBO					
Jet A Fuel Sales	#01510	$ 3,511,041	$ 4,960,000	$ 4,677,000	$ 5,250,000
Avgas Fuel Sales General Aviation	#01511	270,258	299,794	228,800	255,780
Auto Gas Fuel Sales	#01512	66,433	102,500	65,600	80,000
Diesel Fuel Sales	#01513	115,950	205,000	136,500	140,000
Into-plane	#01520	383,695	447,125	383,200	514,260
Fuel Farm	#01521	335,744	392,629	343,800	720,900
General Aviation Landing Fees	#01530	170,418	161,491	204,600	225,000
General Aviation Parking Fees	#01535	132,666	148,034	148,800	170,000
Avgas Fuel Sales Commercial	#01514	12,210	-	20,700	21,000
Deicing Type I - Sprayed	#01540-60	434,908	584,500	657,792	847,000
Deicing Type IV - Sprayed	#01542	55,633	79,030	64,534	141,176
Deicing Type I - Consortium	#01541	251,130	462,170	306,100	640,640
Deicing Type IV - Consortium	#01543	60,230	128,482	75,900	124,206
Deicing - GA	#01540-61	65,171	45,400	107,664	80,400
General Aviation Tenants	#01545	386,192	329,767	421,200	450,000
General Aviation Customer Services	#01550	55,727	67,543	86,340	95,000
		$ 6,307,406	$ 8,413,465	$ 7,928,530	$ 9,755,361
TERMINAL					
Airline Space Rental		4,483,027	5,310,174	5,467,816	5,615,531
Airline Terminal Revenue Sharing		-	(157,878)	(181,399)	(1,266,488)
02020-21 TSA Space Rental		448,828	448,828	448,828	458,060
02020-21 Nonairline Space Rental - Flat Rate		82,798	82,798	82,798	94,951
02020-21 Nonairline Space Rental - Signatory Rate		40,790	42,346	42,346	44,986
Nonairline Space Rental		159,745	162,906	162,906	130,190
Loading Bridge Rentals		394,805	538,316	563,618	576,478
Tenant Maintenance		23,977	20,559	-	20,559
Utility Reimbursement		23,643	24,000	24,000	24,000
		$ 5,657,613	$ 6,472,048	$ 6,610,913	$ 5,698,266
GROUND TRANSPORTATION					
Parking		$ 5,474,391	$ 10,214,901	$ 8,732,338	$ 11,530,770
Access Fees		$ 111,554	$ 199,163	$ 95,128	$ 199,164
TNCs		$ 134,043	$ 175,000	$ 117,289	$ 175,000
		$ 5,719,988	$ 10,589,064	$ 8,944,755	$ 11,904,934

REVENUES, continued

		Audited 2020	Budget 2021	Projected 2021	Budget 2022
CONCESSIONS					
Rental Cars		$ 2,471,572	$ 2,998,600	$ 3,700,000	$ 4,680,000
Food and Beverage		401,308	451,200	474,399	780,000
Retail		413,953	404,200	717,000	744,000
Advertising		158,536	150,000	208,862	264,000
Operating Permits		187,698	253,800	253,800	253,800
Telephone - Payphones		194	-	-	-
Telephone - Tenants	#02100	61,083	52,008	45,611	45,611
Bank ATMs		31,605	30,180	30,391	17,400
Vending Machines		17,241	20,953	16,296	36,000
Baggage Cart Concessions		6,074	8,823	10,458	13,200
		$ 3,749,264	$ 4,369,764	$ 5,456,818	$ 6,834,011
OTHER AIRPORT					
Land Rental	#01050	$ 325,144	$ 330,336	$ 330,336	$ 438,913
Industrial Park	#03300	564,234	595,227	578,000	600,730
T Hangars	#03100	128,313	121,229	121,000	121,229
Tie Downs	#03200	2,891	2,891	2,891	2,891
T Hangar Avgas Fuel Sales	#03280	49,058	50,556	49,500	50,556
Parking Garage Space Rent		95,464	100,514	99,200	100,514
Hangar Rentals	#01070-11	535,424	456,441	456,711	511,868
Building Rental	#01060	139,964	112,523	88,443	115,033
Cargo Building Rental		539,013	433,316	510,000	433,316
Aircraft Maintenance & Service Center	#01075	328,551	346,926	326,837	301,695
State Executive Hangar/Maint	#01070-30 & 01071-30	1,247,083	1,247,083	1,247,083	1,247,083
Utility Reimbursement		151,747	156,000	156,000	156,000
Reimbursement of Property Taxes		39,574	36,500	36,500	36,500
Internet and Cable Access	#02063	6,875	6,620	6,620	6,620
Fingerprinting		21,317	24,000	24,000	24,000
Tenant Maintenance		-	1,000	1,000	1,000
Purchasing Proposals		170	1,000	-	1,000
Scrap and Equipment Sales		8,063	5,000	5,000	5,000
Other		130,782	80,000	80,000	80,000
		$ 4,313,667	$ 4,107,162	$ 4,119,121	$ 4,233,948
TOTAL REVENUES		$ 30,819,110	$ 41,201,857	$ 40,238,350	$ 45,389,352

REVENUES, continued

OTHER REVENUES				
Interest Earnings	$ 181,306	$ 700,892	$ 628,892	$ 628,892
TSA (LEO) Reimbursement	139,080	136,800	136,800	136,800
Cares Act- 10 Airfield	2,151,559	1,052,024	1,054,530	1,338,748
Cares Act-Terminal	3,408,226	1,419,167	1,058,880	1,841,830
Cares Act-Loading Bridges	168,189	88,538	77,834	108,590
Cares Act-Landside	1,880,658	369,861	464,832	469,115
Cares Act-Parking	2,815,316	1,026,111	1,318,830	1,184,166
Cares Act-Vehicle				-
Cares Act-Airport Mgmt				-
Cares Act- ACAA				-
Cares Act-FBO Commercial	394,975	399,442	329,041	78,693
Cares Act-FBO GA & Facilities	95,628	644,857	60,528	70,615
Improvement Charges	368,400	368,400	368,400	368,400
	$ 11,603,336	$ 6,206,092	$ 5,498,567	$ 6,225,849
TOTAL REVENUES	$ 42,422,446	$ 47,407,949	$ 45,736,917	$ 51,615,201
TOTAL REVENUES BEFORE REVENUE SHARING	$ 42,422,446	$ 47,605,297	$ 45,963,665	$ 53,198,311

SUMMARY of EXPENSES

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
EXPENSES - SUMMARY				
Airport Management	$ 21,666,522	$ 23,613,340	$ 23,194,104	$ 25,749,542
FBO Management	3,083,696	3,295,085	3,092,734	3,283,654
FBO Cost of Sales	2,671,133	4,425,523	3,542,057	5,283,469
Authority	5,199,521	5,800,381	5,605,001	5,970,478
TOTAL EXPENSES	**$ 32,620,872**	**$ 37,134,329**	**$ 35,433,896**	**$ 40,287,143**
EXPENSES BY CATEGORY				
Personnel Services	$ 10,439,278	$ 11,222,917	$ 10,233,778	$ 11,937,294
Employee Benefits	5,419,435	5,713,886	5,977,985	6,213,448
Utilities & Communications	1,766,254	2,098,256	2,172,289	2,059,562
Purchased Services	5,052,661	5,411,017	5,037,215	6,071,674
Materials & Supplies	8,202,919	9,415,060	8,287,218	10,874,786
Office	720,339	764,998	1,847,988	1,671,379
Administration	567,648	2,023,694	750,000	500,000
Noncapital Equipment & Facilities	452,338	484,500	1,127,423	959,000
TOTAL EXPENSES	**$ 32,620,872**	**$ 37,134,329**	**$ 35,433,896**	**$ 40,287,143**

SUMMARY of DIRECT and INDIRECT COST CENTERS

Direct Cost Centers				
Airfield	$ 2,748,874	$ 3,255,751	$ 3,378,507	$ 3,624,310
Terminal	5,760,246	5,771,960	5,615,456	6,186,986
Loading Bridges	263,697	308,399	314,390	324,412
Landside:				
Parking	3,853,685	4,006,816	3,485,668	4,474,087
Landside Development	1,311,528	1,242,504	1,343,643	1,277,332
FBO Commercial	1,645,981	2,136,047	1,674,499	2,609,765
FBO GA & Facilities	3,379,265	4,837,661	4,229,601	5,216,750
Total Direct Cost Centers	$ 18,963,276	$ 21,559,137	$ 20,041,764	$ 23,713,642
Indirect Cost Centers				
ARFF	$ 2,125,311	$ 2,243,062	$ 2,166,203	$ 2,270,874
Operations	1,037,366	1,220,637	1,089,608	1,437,700
Security	2,200,530	2,053,581	2,521,103	2,625,473
Vehicle/Equipment	1,363,115	1,824,798	1,664,673	2,006,678
Airport Management Administration	1,002,170	1,685,832	1,614,853	1,521,690
FBO Administration	729,583	746,900	730,691	740,608
Airport Authority Administration	5,199,521	5,800,381	5,605,001	5,970,478
Total Indirect Cost Centers	$ 13,657,596	$ 15,575,191	$ 15,392,132	$ 16,573,501
TOTAL EXPENSES	**$ 32,620,872**	**$ 37,134,329**	**$ 35,433,896**	**$ 40,287,143**

SUMMARY of EXPENSES by COST CENTER

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
AIRFIELD				
Personnel Services	$ 1,016,418	$ 1,348,143	$ 1,051,014	$ 1,451,644
Employee Benefits	526,804	583,008	577,352	724,126
Utilities & Communications	110,206	118,871	141,317	118,871
Purchased Services	131,957	219,367	165,789	225,497
Materials & Supplies	932,725	969,488	950,482	1,082,888
Office	24,082	6,974	404,963	21,284
Administration	6,682	9,900	-	-
Noncapital Equipment & Facilities	-	-	87,590	-
	$ 2,748,874	$ 3,255,751	$ 3,378,507	$ 3,624,310
TERMINAL				
Personnel Services	$ 1,407,699	$ 1,544,167	$ 1,396,049	$ 1,655,621
Employee Benefits	784,933	815,656	817,086	935,783
Utilities & Communications	846,653	959,250	1,000,765	946,955
Purchased Services	861,526	1,009,563	950,450	1,079,569
Materials & Supplies	1,791,298	1,218,804	1,167,797	1,487,338
Office	56,737	38,020	96,809	81,720
Administration	-	-	-	-
Noncapital Equipment & Facilities	11,400	186,500	186,500	-
	$ 5,760,246	$ 5,771,960	$ 5,615,456	$ 6,186,986
LOADING BRIDGES				
Personnel Services	$ 89,897	$ 97,607	$ 90,191	$ 99,507
Employee Benefits	55,323	59,792	63,191	73,905
Utilities & Communications	68,250	68,250	79,625	68,250
Purchased Services	-	-	-	-
Materials & Supplies	50,227	82,750	81,383	82,750
Office	-	-	-	-
Administration	-	-	-	-
Noncapital Equipment & Facilities	-	-	-	-
	$ 263,697	$ 308,399	$ 314,390	$ 324,412

SUMMARY of EXPENSES by COST CENTER

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
PARKING				
Personnel Services	$ 1,361,999	$ 1,518,135	$ 1,410,327	$ 1,773,463
Employee Benefits	706,970	785,718	764,629	867,546
Utilities & Communications	250,572	275,495	286,269	275,495
Purchased Services	206,673	145,635	72,099	152,500
Materials & Supplies	680,863	683,649	547,219	803,099
Office	62,172	85,134	281,508	601,984
Administration	246,001	513,050	-	-
Noncapital Equipment & Facilities	338,435	-	123,617	-
	$ 3,853,685	$ 4,006,816	$ 3,485,668	$ 4,474,087
LANDSIDE				
Personnel Services	$ -	$ -	$ -	$ -
Employee Benefits	-	-	-	-
Utilities & Communications	215,647	300,755	318,134	300,755
Purchased Services	78,872	87,149	50,000	68,502
Materials & Supplies	979,009	814,400	902,219	867,825
Office	-	2,200	39,500	40,250
Administration	38,000	38,000	-	-
Noncapital Equipment & Facilities	-	-	33,790	-
	$ 1,311,528	$ 1,242,504	$ 1,343,643	$ 1,277,332
ARFF				
Personnel Services	$ 1,346,762	$ 1,343,299	$ 1,277,133	$ 1,298,664
Employee Benefits	587,363	672,371	640,656	661,725
Utilities & Communications	23,396	31,365	27,869	31,365
Purchased Services	5,529	8,337	8,769	7,000
Materials & Supplies	109,159	131,436	147,788	178,405
Office	5,841	13,815	63,988	63,715
Administration	29,475	42,439	-	-
Noncapital Equipment & Facilities	17,786	-	-	30,000
	$2,125,311	$2,243,062	$2,166,203	$2,270,874

SUMMARY of EXPENSES by COST CENTER

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
OPERATIONS				
Personnel Services	$ 643,779	$ 727,302	$ 611,145	$ 835,112
Employee Benefits	318,922	331,485	334,684	431,108
Utilities & Communications	61,947	75,365	64,370	75,365
Purchased Services	-	-	-	-
Materials & Supplies	-	-	-	-
Office	6,408	20,785	30,409	47,115
Administration	6,310	16,700	-	-
Noncapital Equipment & Facilities	-	49,000	49,000	49,000
	$ 1,037,366	$ 1,220,637	$ 1,089,608	$ 1,437,700
SECURITY				
Personnel Services	$ 157,641	$ 157,664	$ 139,006	$ 195,529
Employee Benefits	86,166	90,280	88,345	121,351
Utilities & Communications	4,022	4,100	2,671	4,100
Purchased Services	1,779,885	1,591,868	2,087,109	2,091,868
Materials & Supplies	144,148	168,500	145,603	181,500
Office	28,668	36,475	58,369	31,125
Administration	-	4,695	-	-
Noncapital Equipment & Facilities	-	-	-	-
	$2,200,530	$2,053,581	$2,521,103	$2,625,473
VEHICLE/EQUIPMENT				
Personnel Services	$ 542,085	$ 593,384	$ 480,906	$ 609,447
Employee Benefits	331,778	385,565	355,641	368,352
Utilities & Communications	17,958	20,035	22,680	20,035
Purchased Services	75,066	96,109	64,000	75,000
Materials & Supplies	393,224	436,290	437,890	438,890
Office	2,650	41,414	3,556	14,954
Administration	354	3,000	-	-
Noncapital Equipment & Facilities	-	249,000	300,000	480,000
	$ 1,363,115	$ 1,824,798	$ 1,664,673	$ 2,006,678

SUMMARY of EXPENSES by COST CENTER

FBO COMMERCIAL				
Personnel Services	$ 506,606	$ 486,009	$ 463,440	$ 495,957
Employee Benefits	144,001	153,193	159,346	147,957
Utilities & Communications	15,913	17,957	16,038	17,957
Purchased Services	54,446	68,266	57,984	55,900
Materials & Supplies	925,015	1,405,622	977,691	1,891,994
Office	-	-	-	-
Administration	-	5,000	-	-
Noncapital Equipment & Facilities	-	-	-	-
	$ 1,645,981	$ 2,136,047	$ 1,674,499	$ 2,609,765

FBO GENERAL AVIATION AND FACILITIES				
Personnel Services	$ 664,562	$ 800,492	$ 675,375	$ 800,479
Employee Benefits	319,869	264,316	324,737	270,829
Utilities & Communications	52,219	60,195	82,662	60,195
Purchased Services	94,315	136,000	121,069	120,150
Materials & Supplies	2,156,054	3,464,157	2,909,077	3,852,597
Office	1,128	1,000	116,681	112,500
Administration	91,118	111,500	-	-
Noncapital Equipment & Facilities	-	-	-	-
	$ 3,379,265	$ 4,837,661	$ 4,229,601	$ 5,216,750

SUMMARY of EXPENSES by COST CENTER

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
FBO ADMINISTRATION				
Personnel Services	$ 222,187	$ 226,104	$ 218,177	$ 226,104
Employee Benefits	97,468	71,620	102,460	71,945
Utilities & Communications	678	720	-	720
Purchased Services	372,515	399,351	374,000	397,684
Materials & Supplies	-	-	-	-
Office	35,261	45,605	36,054	44,155
Administration	1,474	3,500	-	-
Noncapital Equipment & Facilities	-	-	-	-
	$ 729,583	$ 746,900	$ 730,691	$ 740,608
AIRPORT MANAGEMENT ADMINISTRATION				
Personnel Services	$ 338,039	$ 317,790	$ 266,684	$ 354,584
Employee Benefits	115,343	133,623	120,843	161,537
Utilities & Communications	442	720	-	720
Purchased Services	430,823	432,254	431,793	432,254
Materials & Supplies	-	-	-	-
Office	34,072	46,445	45,533	72,595
Administration	77,451	755,000	750,000	500,000
Noncapital Equipment & Facilities	6,000	-	-	-
	$ 1,002,170	$ 1,685,832	$ 1,614,853	$ 1,521,690
AIRPORT AUTHORITY ADMINISTRATION				
Personnel Services	$ 2,141,604	$ 2,062,821	$ 2,154,331	$ 2,141,183
Employee Benefits	1,344,495	1,367,260	1,629,015	1,377,284
Utilities & Communications	98,351	165,178	129,889	138,779
Purchased Services	961,054	1,217,118	654,153	1,365,750
Materials & Supplies	41,197	39,963	20,069	7,500
Office	463,320	427,131	670,618	539,982
Administration	70,783	520,910	-	-
Noncapital Equipment & Facilities	78,717	-	346,926	400,000
	$ 5,199,521	$ 5,800,381	$ 5,605,001	$ 5,970,478
TOTAL EXPENSES	**$ 32,620,872**	**$ 37,134,329**	**$ 35,433,896**	**$ 40,287,143**

ALLOCATION of INDIRECT COST CENTERS

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
ARFF				
Airfield	$ 318,797	$ 336,459	$ 324,930	$ 340,631
Terminal	1,020,149	1,076,670	1,039,777	1,090,020
Loading Bridges	21,253	22,431	21,662	22,709
Landside	510,075	538,335	519,889	545,010
Parking	127,519	134,584	129,972	136,252
FBO Commercial	63,759	67,292	64,986	68,126
FBO GA & Facilities	63,759	67,292	64,986	68,126
Total Allocated	$ 2,125,311	$ 2,243,062	$ 2,166,203	$ 2,270,874
OPERATIONS				
Airfield	$ 414,946	$ 488,255	$ 435,843	$ 575,080
Terminal	311,210	366,191	326,882	431,310
Loading Bridges	51,868	61,032	54,480	71,885
Landside	103,737	122,064	108,961	143,770
Parking	51,868	61,032	54,480	71,885
FBO Commercial	51,868	61,032	54,480	71,885
FBO GA & Facilities	51,868	61,032	54,480	71,885
Total Allocated	$ 1,037,366	$ 1,220,637	$ 1,089,608	$ 1,437,700
SECURITY				
Airfield	$ 330,080	$ 308,037	$ 378,165	$ 393,821
Terminal	1,100,265	1,026,791	1,260,552	1,312,737
Loading Bridges	66,016	61,607	75,633	78,764
Landside	220,053	205,358	252,110	262,547
Parking	440,106	410,716	504,221	525,095
FBO Commercial	22,005	20,536	25,211	26,255
FBO GA & Facilities	22,005	20,536	25,211	26,255
Total Allocated	$ 2,200,530	$ 2,053,581	$ 2,521,103	$ 2,625,473
VEHICLE/EQUIPMENT				
Airfield	$ 477,090	$ 638,679	$ 582,636	$ 702,337
Terminal	68,156	91,240	83,234	100,334
Loading Bridges	-	-	-	-
Landside	504,353	675,175	615,929	742,471
Parking	204,467	273,720	249,701	301,002
FBO Commercial	68,156	91,240	83,234	100,334
FBO GA & Facilities	40,893	54,744	49,940	60,200
Total Allocated	$ 1,363,115	$ 1,824,798	$ 1,664,673	$ 2,006,678

ALLOCATION of INDIRECT COST CENTERS, continued Page 2 of 3

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
Subtotal Allocation before Admin Departments				
Airfield	$ 4,289,787	$ 5,027,182	$ 5,100,082	$ 5,636,179
Terminal	8,260,026	8,332,852	8,325,901	9,121,386
Loading Bridges	402,834	453,468	466,166	497,770
Landside	2,649,745	2,783,436	2,840,532	2,971,130
Parking	4,677,645	4,886,867	4,424,042	5,508,321
FBO Commercial	1,851,770	2,376,146	1,902,410	2,876,365
FBO GA & Facilities	3,557,791	5,041,264	4,424,219	5,443,216
Total Allocated	$ 25,689,598	$ 28,901,215	$ 27,483,351	$ 32,054,367
Airport Management Administration				
Airfield	$ 186,767	$ 346,261	$ 344,003	$ 320,367
Terminal	359,622	573,949	561,586	518,471
Loading Bridges	17,538	31,234	31,443	28,294
Landside	115,364	191,717	191,595	168,883
Parking	203,654	336,597	298,404	313,100
FBO Commercial	52,064	86,822	79,068	71,586
FBO GA & Facilities	67,161	119,252	108,753	100,990
Total Allocated	$ 1,002,170	$ 1,685,832	$ 1,614,853	$ 1,521,690
FBO Administration				
Airfield	$ -	$ -	$ -	$ -
Terminal	-	-	-	-
Loading Bridges	-	-	-	-
Landside	-	-	-	-
Parking	-	-	-	-
FBO Commercial	318,600	314,680	307,602	307,212
FBO GA & Facilities	410,983	432,221	423,089	433,396
Total Allocated	$ 729,583	$ 746,900	$ 730,691	$ 740,608
Airport Authority Administration				
Airfield	$ 940,434	$ 1,158,300	$ 1,160,813	$ 1,224,923
Terminal	1,810,814	1,919,950	1,895,031	1,982,370
Loading Bridges	88,312	104,482	106,102	108,181
Landside	580,893	641,324	646,524	645,722
Parking	1,025,462	1,125,970	1,006,942	1,197,135
FBO Commercial	329,091	358,266	332,397	336,887
FBO GA & Facilities	424,515	492,088	457,192	475,259
Total Allocated	$ 5,199,521	$ 5,800,381	$ 5,605,001	$ 5,970,478

ALLOCATION of INDIRECT COST CENTERS, continued Page 3 of 3

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
TOTAL INDIRECT ALLOCATIONS				
Airfield	$ 2,668,114	$ 3,275,991	$ 3,226,391	$ 3,557,160
Terminal	4,670,216	5,054,790	5,167,063	5,435,241
Loading Bridges	244,988	280,786	289,321	309,833
Landside	2,034,474	2,373,973	2,335,008	2,508,403
Parking	2,053,076	2,342,618	2,243,720	2,544,469
FBO Commercial	905,544	999,868	946,978	982,285
FBO GA & Facilities	1,081,185	1,247,165	1,183,652	1,236,112
Total Allocated	$ 13,657,596	$ 15,575,191	$ 15,392,132	$ 16,573,501

TOTAL DIRECT & INDIRECT EXPENSES BY COST CENTER				
Airfield	$ 5,416,988	$ 6,531,743	$ 6,604,898	$ 7,181,470
Terminal	10,430,462	10,826,750	10,782,519	11,622,227
Loading Bridges	508,685	589,185	603,711	634,245
Landside	3,346,002	3,616,477	3,678,651	3,785,735
Parking	5,906,761	6,349,434	5,729,388	7,018,556
FBO Commercial	2,551,525	3,135,915	2,621,477	3,592,050
FBO GA & Facilities	4,460,450	6,084,825	5,413,253	6,452,862
Total Allocated	$ 32,620,872	$ 37,134,329	$ 35,433,896	$ 40,287,143

DEBT SERVICE SUMMARY

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
Airport Revenue Bonds:				
2010 A Refunding Bonds	$ 6,164,983	$ -	$ -	$ -
2017 A Refunding Bonds	921,625	1,752,319	1,752,319	1,069,689
2017 B Refunding Bonds	648,525	400,025	400,025	397,775
2018 A Revenue Bonds	738,500	738,500	738,500	738,500
2018 B Revenue Bonds	736,250	733,250	733,250	734,500
2019 A Revenue Bonds	556,216	556,150	556,150	554,550
2020 A Revenue Refunding Bonds Debt Service	162,796	564,500	564,500	572,250
2020 B Revenue Refunding Bonds Debt Service	1,120,658	5,951,000	5,951,000	5,954,000
Less: PFC's Applied to 2020B Revenue Bonds	(4,140,917)	(3,638,568)	(3,638,568)	(3,640,402)
TOTAL DEBT SERVICE	$ 6,908,636	$ 7,057,176	$7,057,176	$6,380,862
Allocation of Total Debt Service to Cost Centers				
Airfield	$ 531,656	$ 687,434	$ 687,434	$ 520,592
FBO	546,258	729,863	729,863	562,313
ARFF	11,532	18,578	18,578	18,371
Terminal	1,983,081	1,828,820	1,828,820	1,779,815
Loading Bridges	53,386	46,249	46,249	46,272
Landside and Other	3,782,724	3,746,234	3,746,234	3,453,499
TOTAL ALLOCATION	$ 6,908,636	$ 7,057,176	$ 7,057,176	$ 6,380,862

CALCULATION OF PFC REVENUES

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
ENPLANEMENTS	520,029	940,000	940,000	1,200,000
PFC's charged	$ 4.50	$ 4.50	$4.50	$4.50
LESS: Carrier Compensation	(0.11)	(0.11)	(0.11)	(0.11)
Net PFC Revenue	$ 4.39	$ 4.39	$4.39	$4.39
% of PFC's collected on Enplanements	101.0%	87.0%	87.0%	87.0%
PFC's Available for Debt Service	2,304,900	$ 3,590,142	$3,590,142	$4,583,160
LESS: Applied Pay-As-You-Go	0	0	0	0
PFC's Available for Debt Service	$ 2,304,900	$ 3,590,142	$3,590,142	$4,583,160
PFC DEBT SERVICE FUND ACTIVITY				
BEGINNING BALANCE	$ 15,660,921	$ 9,294,518	$9,294,518	$9,414,363
PLUS: Deposit of PFC's	2,304,900	3,590,142	3,590,142	4,583,160
PLUS: Interest Earnings on PFC's	92,075	168,271	168,271	168,271
LESS: Applied Towards Pay as you go Projects	(4,622,462)			
LESS: Applied Towards 2020B Debt Service	(4,140,917)	(3,638,568)	(3,638,568)	(3,640,402)
ENDING BALANCE	$ 9,294,518	$ 9,414,363	$9,414,363	$10,525,391
PFC's APPLIED TO DEBT SERVICE	$ 4,140,917	$ 3,638,568	$ 3,638,568	$ 3,638,568
Allocation of PFC's to Cost Centers				
Airfield	$ 518,864	$ 455,919	$ 455,919	$ 456,148
Terminal	3,009,899	2,644,758	2,644,758	2,646,091
Loading Bridges	82,818	72,771	72,771	72,808
Landside	529,335	465,120	465,120	465,354
Total	$ 4,140,917	$ 3,638,568	$ 3,638,568	$ 3,640,402

LANDING FEES

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
Airfield:				
Direct O&M Expenses	$ 2,748,874	$ 3,255,751	$3,378,507	$3,624,310
Indirect O&M Expenses	2,668,114	3,275,991	3,226,391	3,557,160
O&M Reserve Requirement	20,852	(49,410)	(49,410)	93,669
FBO:				
Commercial Direct O&M Expenses	990,051	1,020,425	944,322	992,811
Commercial Indirect O&M Expenses	905,544	999,868	946,978	982,285
Commercial O&M Reserve Requirement	6,192	(15,283)	(14,993)	25,761
Airfield Capital Charges:				
2010A Revenue Bond Debt Service	694,124	-	-	-
2017 A Refunding Revenue Bonds Debt Service	218,390	417,330	417,330	250,352
2017 B Refunding Revenue Bonds Debt Service	1,285	-	-	-
2020 B Revenue Refunding Bonds Debt Service	136,720	726,022	726,022	726,388
LESS: Applicable Approved PFC Revenues	(518,864)	(455,919)	(455,919)	(456,148)
Airfield Amortization Requirements	-	-	-	-
FBO Commercial Capital Charges	-	-	-	-
Airfield Capital Charge Coverage	-	-	-	-
FBO Commercial Capital Charge Coverage	-	-	-	-
Airfield Debt Service Reserve Requirement	-	-	-	-
FBO Commercial Debt Service Reserve Requirement	-	-	-	-
Airfield Extraordinary Coverage Protection	-	-	-	-
FBO Commercial Revenues Credit:				
Into Plane	(383,695)	(447,125)	(383,200)	(514,260)
Fuel Farm Throughput Fee	(335,744)	(392,629)	(343,800)	(720,900)
Avgas Fuel Sales Commercial	(12,210)	-	(20,700)	(21,000)
LESS: Cost of Sales, Avgas	11,300	-	16,849	17,000
Deicing - Commercial	(801,901)	(1,254,182)	(1,104,326)	(1,753,022)
LESS: Cost of Sales, Deicing	516,124	949,288	570,174	1,429,954
General Aviation Landing Fees	(170,418)	(161,491)	(204,600)	(225,000)
General Aviation Parking Fees	(132,666)	(148,034)	(148,800)	(170,000)
Total LANDING FEE REQUIREMENT	$ 6,562,072	$ 7,720,603	$ 7,500,825	$ 7,839,359
Total Landed Weight (000-lbs)	1,082,058	1,301,210	1,338,334	1,512,000
COMPENSATORY LANDING FEE RATE	$ 6.06	$ 5.93	$ 5.60	$ 5.18
LESS: Interest Earning Credit Allocated to Airfield	$ 7,295	$ 39,603	$ 35,755	$35,529
LESS: Glycol disposal Fee	228,089	360,305	170,764	301,436
LESS: Aircraft Aprons Fee Credit (Per Table 6)	656,207	772,060	750,083	783,936
LESS: Airfield Tenant Maintenance	35,570	30,000	30,000	30,000
LESS: Non-signatory Airline Landing Fee Credit	143,296	298,596	61,320	53,280
LESS: Cares Act	2,151,559	1,052,024	1,054,530	1,338,748
NET LANDING FEE REQUIREMENT	$ 3,340,057	$ 5,168,014	$ 5,398,373	$ 5,296,430
Signatory Commercial & Cargo Carrier Landed Wt (000-lbs)	1,044,448	1,244,117	1,326,334	1,500,000
Signatory Landing Fee Rate	$ 3.20	$ 4.15	$ 4.07	$ 3.53
SIGNATORY AIRLINE LANDING FEE REVENUE	$ 2,823,821	$ 4,510,884	$4,746,979	$4,712,550
NON-SIGNATORY PASSENGER LANDING FEE REVENUE	105,206	234,613	-	-
TOTAL AIRLINE LANDING FEE REVENUE	$ 2,929,027	$ 4,745,497	$4,746,979	$4,712,550
SIGNATORY CARGO LANDING FEE REVENUE	$ 518,413	$ 652,202	$651,200	$582,450
NON-SIGNATORY CARGO LANDING FEE REVENUE	38,090	63,984	61,320	53,280
TOTAL CARGO LANDING FEE REVENUE	$ 556,503	$ 716,185	$712,520	$635,730

AIRCRAFT APRON FEES

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
TOTAL AIRFIELD REQUIREMENT	$ 6,562,072	$ 7,720,603	$7,500,825	$7,839,359
10% of AIRFIELD REQUIREMENT	$ 656,207	$ 772,060	$750,083	$783,936
TOTAL APRON SQUARE FEET	505,472	505,472	530,372	530,372
AIRCRAFT APRON FEE (PER SQ FT)	$ 1.30	$ 1.53	$1.41	$1.48

TERMINAL FEES

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
Terminal Direct O&M Expenses	$ 5,760,246	$ 5,771,960	$ 5,615,456	$ 6,186,986
Terminal Indirect O&M Expenses	4,670,216	5,054,790	5,167,063	5,435,241
Terminal O&M Reserve Requirement	34,307	(81,899)	(85,479)	151,590
Terminal Capital Charges:				
2010A Revenue Bond Debt Service	3,880,267	-	-	-
2017 A Refunding Revenue Bonds Debt Service	79,288	147,312	147,312	97,150
2017 B Refunding Revenue Bonds Debt Service	384	-	-	-
2018 A Revenue Bonds Debt Service	6,647	6,647	6,647	6,647
2018 B Revenue Bonds Debt Service	262,105	261,037	261,037	261,482
2020 B Revenue Refunding Bonds Debt Service	764,289	4,058,582	4,058,582	4,060,628
LESS: Applicable PFC Revenues	(3,009,899)	(2,644,758)	(2,644,758)	(2,646,091)
Terminal Amortization Requirements	-	-	-	-
Terminal Capital Charge Coverage	-	-	-	-
Terminal Debt Service Reserve Requirement	-	-	-	-
TERMINAL Extraordinary Coverage Protection	-	-	-	-
TOTAL REQUIREMENT	$ 12,447,850	$ 12,573,671	$ 12,525,859	$ 13,553,632
Rentable Terminal Space	135,985	135,985	135,985	135,370
COMPENSATORY TERMINAL RENTAL RATE	$ 91.54	$ 92.46	$ 92.11	$ 100.12
LESS: Interest Earning Credit allocated to Terminal	$ 36,723	$ 154,955	$ 139,898	$ 140,268
LESS: Non-airline Terminal Space Rentals - Flat Rate	82,798	82,798	82,798	94,951
LESS: Non-airline Terminal Space Rentals - Signatory Rate	40,790	41,290	41,126	44,986
LESS: Non-airline Terminal Space Rentals - Calculated Rate	159,745	162,906	162,906	130,190
LESS: TSA Space Rental	448,828	448,828	448,828	458,060
LESS: TSA (LEO) Reimbursement	139,080	136,800	136,800	136,800
LESS: Utility Reimbursements	23,643	24,000	24,000	24,000
LESS: Terminal Tenant Maintenance Reimbursements	23,977	20,559	-	20,559
LESS: Cares Act	3,408,226	1,419,167	1,058,880	1,841,830
NET TERMINAL REQUIREMENT	$ 8,084,040	$ 10,082,368	$ 10,430,624	$ 10,661,988
Rentable Terminal Space	135,985	135,985	135,985	135,370
SIGNATORY TERMINAL RENTAL RATE	$ 59.45	$ 74.14	$ 76.70	$ 78.76
Signatory Airline Terminal Rental Space	53,008	51,626	53,401	53,401
SIGNATORY AIRLINE RENTAL REVENUE	$ 3,151,326	$ 3,827,552	$ 4,095,857	$ 4,205,863
MONTH TO MONTH AIRLINE REVENUE	0	0	0	0
TOTAL AIRLINE RENTAL REVENUE	$ 3,151,326	$ 3,827,552	$ 4,095,857	$ 4,205,863
Baggage Claim Room Square Footage	17,784	17,784	17,784	17,784
BAGGAGE CLAIM ROOM REVENUE	$ 1,057,259	$ 1,318,506	$ 1,364,033	$ 1,400,668
NONSIGNATORY AIRLINE RENTAL REVENUE	$ 274,443	$ 164,117	$ 7,926	$ 9,000
AIRLINE RENTAL REVENUE	$ 4,483,027	$ 5,310,174	$ 5,467,816	$ 5,615,531

PASSENGER BOARDING BRIDGE FEES

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
LOADING BRIDGE RENTALS				
Loading Bridge Direct O&M Expenses	$ 263,697	$ 308,399	$ 314,390	$ 324,412
Loading Bridge Indirect O&M Expenses	244,988	280,786	289,321	309,833
2010A Revenue Bond Debt Service	113,791	-	-	-
2020 B Revenue Refunding Bonds Debt Service	22,413	119,020	119,020	119,080
LESS: Applicable PFC Revenues	(82,818)	(72,771)	(72,771)	(72,808)
LESS: Interest Earning Credit Allocated to Loading Bridges	(1,034)	(4,123)	(3,722)	(3,722)
LESS: Cares Act	(168,189)	(88,538)	(77,834)	(108,590)
Loading Bridge O & M Reserve Requirement	1,958	(4,457)	(4,786)	8,273
TOTAL LOADING BRIDGE REQUIREMENT	$ 394,805	$ 538,316	$ 563,618	$ 576,478
NUMBER OF LOADING BRIDGES	14	14	14	14
CHARGE PER LOADING BRIDGE	$ 28,200	$ 38,451	$ 40,258	$ 41,177
NUMBER OF LEASED LOADING BRIDGES	14	14	14	14
TOTAL LOADING BRIDGE REVENUE	$ 394,805	$ 538,316	$ 563,618	$ 576,478

COST PER ENPLANEMENT

(Includes Settlement and Revenue Sharing Calculation)	Audited 2020	Budget 2021	Projected 2021	Budget 2022
AIRPORT OPERATIONS:				
Airline Landing Fees	$ 2,929,027	$ 4,745,497	$ 4,746,979	$ 4,712,550
Airline Space Rental	4,483,027	5,310,174	5,467,816	5,615,531
Loading Bridge Rentals	394,805	538,316	563,618	576,478
Airline Apron Fee	656,207	772,060	750,083	783,936
Airline Share of Revenue Sharing	-	(197,348)	(226,748)	(1,583,111)
Total Airport Operations	$ 8,463,066	$ 11,168,699	$ 11,301,747	$ 10,105,384
FBO OPERATIONS:				
Avgas Fuel Sales Commercial	$ 12,210	$ -	$ 20,700	$ 21,000
Deicing	801,901	1,254,182	1,104,326	1,753,022
Into Plane & Fuel Farm	719,439	839,754	727,000	1,235,160
Total FBO Operations	$ 1,533,550	$ 2,093,936	$ 1,852,026	$ 3,009,182
TOTAL AIRLINES FEES & CHARGES	$ 9,996,616	$ 13,262,635	$ 13,153,773	$ 13,114,566
ENPLANEMENTS	520,029	940,000	940,000	1,200,000
COST PER ENPLANEMENT	$ 16.30	$ 11.88	$ 12.05	$ 8.44
FBO OPERATIONS COST PER ENPLANEMENT	$ 2.93	$ 2.23	$ 1.95	$ 2.49
TOTAL COMBINED COST PER ENPLANEMENT	$ 19.22	$ 14.11	$ 13.99	$ 10.93

CALCULATION AND ALLOCATION OF FUNDS REMAINING

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
TOTAL REVENUES BEFORE REV SHARING	$ 42,422,446	$ 47,605,297	$45,963,665	$53,198,311
TOTAL EXPENSES	32,620,872	37,134,329	35,433,896	40,287,143
NET REVENUES	$ 9,801,574	$ 10,470,968	$10,529,769	$12,911,168
LESS:				
Capital Charges:				
Less: Applicable Approved PFC Revenues	$ (4,140,917)	$ (3,638,568)	(3,638,568)	(3,640,402)
2010 A Revenue Bonds	6,164,983	-	-	-
2017 A Revenue Refunding Bonds Debt Service	921,625	1,752,319	1,752,319	1,069,689
2017 B Revenue Refunding Bonds Debt Service	648,525	400,025	400,025	397,775
2018 A Revenue Bond	738,500	738,500	738,500	738,500
2018 B Revenue Bonds Debt Service	736,250	733,250	733,250	734,500
2019 Revenue Bond	556,216	556,150	556,150	554,550
2020 A Revenue Refunding Bonds Debt Service	162,796	564,500	564,500	572,250
2020 B Revenue Refunding Bonds Debt Service	1,120,658	5,951,000	5,951,000	5,954,000
Capital Charge Coverage	-	-	-	-
Debt Service Reserve Requirement	-	-	-	-
Capital Expenditures (Per Table 4)	3,300,000	3,300,000	3,300,000	2,838,616
Operating & Maintenance Reserve	125,680	(280,904)	(280,904)	525,469
Renewal and Replacement Reserve	-	-	-	-
Subtotal	$ 10,334,316	$ 10,076,272	10,076,272	9,744,947
FUNDS REMAINING	($532,741)	$394,696	$453,497	$3,166,221
	100%	50%	50%	50%
Authority Share - 50%	(532,741)	197,348	226,748	1,583,111
Less Cost of Air Service Incentive Programs	(619,410)	(400,000)	(400,000)	(400,000)
Authority Share Net of Air Service Incentive	(1,152,151)	(202,652)	(173,252)	1,183,111
	0%	50%	50%	50%
Airline Share - 50%	-	197,348	226,748	1,583,111
Net Airline Share	-	197,348	226,748	1,583,111
	$ (532,741)	$ 394,696	453,497	3,166,221
ALLOCATION OF AIRLINE SHARE				
Terminal	-	157,878	181,399	1,266,488
Airfield	-	39,470	45,350	316,622
TOTAL AIRLINE SHARE	$ -	$ 197,348	$226,748	$1,583,111

SCHEDULE OF ENPLANEMENTS, OPERATIONS, and LANDED WEIGHT

	Audited 2020	Proposed 2021	Projected 2021	Budget 2022
ENPLANEMENTS				
Signatory Enplanements	502,625	903,392	903,392	1,180,000
Nonsignatory Enplanements	17,404	36,608	36,608	20,000
TOTAL ENPLANEMENTS	520,029	940,000	940,000	1,200,000
OPERATIONS				
Commercial	24,968	26,021	25,800	32,000
Military	3,487	3,634	3,500	3,500
General Aviation/Other	14,224	13,458	15,000	15,000
TOTAL OPERATIONS	42,679	43,113	44,300	50,500
LANDED WEIGHT (000-lbs)				
Signatory Landed Weight (000-lbs)	882,444	1,086,960	1,166,334	1,335,000
Nonsignatory Landed Weight (000-lbs)	27,613	44,859	0	0
TOTAL AIRLINE LANDED WT (000-lbs)	910,057	1,131,819	1,166,334	1,335,000
Signatory Cargo Landed Weight (000-lbs)	162,004	157,157	160,000	165,000
Nonsignatory Cargo Landed Weight (000-lbs)	9,997	12,234	12,000	12,000
TOTAL CARGO LANDED WT (000-lbs)	172,001	169,391	172,000	177,000
TOTAL LANDED WEIGHT (000-lbs)	1,082,058	1,301,210	1,338,334	1,512,000

SCHEDULE OF TERMINAL SQUARE FOOTAGE and APRON AREA

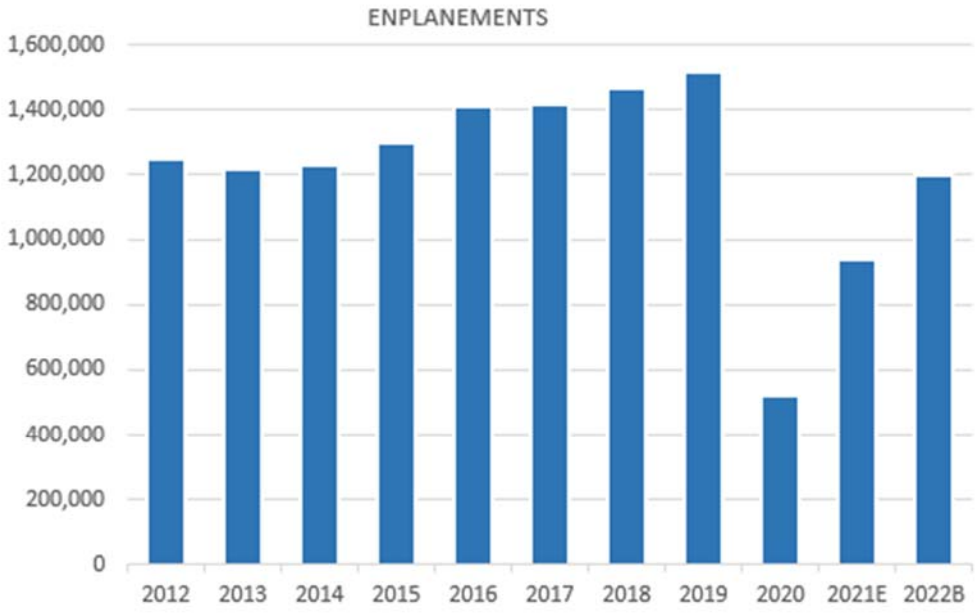
	Audited 2020	Budget 2021	Projected 2021	Budget 2022
AIRLINE SPACE				
Ticket Counter & Queuing	6,789	6,789	6,789	6,789
Offices	474	474	474	474
Holdrooms	29,558	29,558	29,558	29,558
Baggage Service	1,419	1,419	1,419	1,419
Bag Claim	17,784	17,784	17,784	17,784
Operations Areas	9,835	9,835	9,835	9,835
Bag Makeup	25,625	25,625	25,625	25,625
Unassigned Space	0	0	0	0
TOTAL AIRLINE SPACE	91,484	91,484	91,484	91,484
VACANT SPACE	18,918	20,299	20,299	20,299
SIGNATORY AIRLINE SPACE	70,791	69,410	71,185	71,185
NON-SIGNATORY AIRLINE SPACE	1,775	1,775	0	0
TOTAL AIRLINE SPACE	91,484	91,484	91,484	91,484
Signatory Airline Space	70,791	69,410	71,185	71,185
Non-signatory Airline Space	1,775	1,775	0	0
TSA Space	0	0	0	0
Airline Vacant Space	18,918	20,299	20,299	20,299
Non-Airline Vacant Space	0	0	0	0
Non-Airline Chargeable Space (1/2signatory r	3,921	3,921	3,921	3,306
Non-Airline Chargeable Space signatory rate	480	480	480	480
Non-Airline Chargeable Space (flat rate)	9,055	9,055	9,055	9,055
Non-Airline Chargeable Space (nonchargeable	8,763	8,763	8,763	8,763
Concession	22,282	22,282	22,282	22,282
TOTAL RENTABLE SPACE	135,985	135,985	135,985	135,370
Public	103,519	103,519	103,519	103,519
TOTAL USEABLE SPACE	239,504	239,504	239,504	238,889
Mech/Utility	50,780	50,780	50,780	50,780
TOTAL TERMINAL SPACE	290,284	290,284	290,284	289,669
APRON AREA	530,472	535,472	530,372	530,372

SCHEDULE OF DEBT COVERAGE

	Audited 2020	Budget 2021	Projected 2021	Budget 2022
NET REVENUES				
Revenues	$ 30,819,110	$ 41,399,205	$ 40,465,098	$ 46,972,462
Authority Share of Funds Remaining	(532,741)			
Airline Revenue Sharing	-	(197,348)	(226,748)	(1,583,111)
	$ 30,286,369	$ 41,201,857	$ 40,238,350	$ 45,389,352
Interest Income (2)	181,306	700,892	628,892	628,892
TSA (LEO) Reimbursement	139,080	136,800	136,800	136,800
CARES Act	10,914,550	5,000,000	4,364,475	5,091,757
Improvement Charges	368,400	368,400	368,400	368,400
Total Airport Revenues	$ 41,889,705	$ 47,407,949	$ 45,736,917	$ 51,615,201
LESS: Total Airport Expenses (GAAP)	(32,620,872)	(37,134,329)	(35,433,896)	(40,287,143)
Air Service Incentive Cost to Airport	(619,410)	(400,000)	(400,000)	(400,000)
Airport Net Revenues (3)	$ 8,649,423	$ 9,873,620	$ 9,903,021	$ 10,928,058
DEBT SERVICE ON BONDS ISSUED UNDER THE MASTER RESOLUTION				
Less: Applicable Approved PFC Revenues	$ (4,140,917)	$ (3,638,568)	$ (3,638,568)	$ (3,640,402)
1999 EFC Revenue Bond Debt Service	-	-	-	-
Less: NYS EFC Interest Subsidy	-	-	-	-
2003 A Revenue Bond Debt Service	-	-	-	-
2006 A & B Revenue Bond Debt Service	-	-	-	-
2006 C Revenue Bond Debt Service	-	-	-	-
2010 A Revenue Bonds	6,124,250	-	-	-
2017 A Revenue Refunding Bonds Debt Service	921,625	1,752,319	1,752,319	1,069,689
2017 B Revenue Refunding Bonds Debt Service	648,525	400,025	400,025	397,775
2018 A Revenue Bond	738,500	738,500	738,500	738,500
2018 B Revenue Bonds Debt Service	736,250	733,250	733,250	734,500
2019 Revenue Bond	556,216	556,150	556,150	554,550
2020 A Revenue Refunding Bonds Debt Service	162,796	564,500	564,500	572,250
2020 B Revenue Refunding Bonds Debt Service	1,120,658	5,951,000	5,951,000	5,954,000
	$ 6,867,903	$ 7,057,176	$ 7,057,176	$ 6,380,862
NET REVENUE COVERAGE ON BONDS ISSUED UNDER THE MASTER RESOLUTION (MUST BE > 1.25)	1.26	1.40	1.40	1.71
CLAIMS, CHARGES, OBLIGATIONS PAYABLE FROM NET REVENUES				
Deposits to the Operation and Maintenance Reserve	$ 125,680	$ (280,904)	$ (280,904)	$ 525,469
Debt Service on Bonds Issued under the Master Resolution	6,867,903	7,057,176	7,057,176	6,380,862
Deposits to the Bond Reserve Fund	-	-	-	-
Debt Service for other indebtedness	-	-	-	-
Deposits to the Reserve Funds for other indebtedness	-	-	-	-
Deposits to the Renewal and Replacement Reserve	-	-	-	-
Net Claims, Charges and Obligations	$6,993,583	$6,776,272	$6,776,272	$6,906,331
NET REVENUE COVERAGE ON BONDS AND OTHER INDEBTEDNESS (MUST BE > 1.00)	1.24	1.46	1.46	1.58

1/ Additional Bonds test per Section 2.02 of Master Bond Resolution adopted January 6, 1997.
2/ Less interest in the Construction and Development Funds.
3/ Does not include or reflect the following:
$9,512,253 deposited in a Debt Service Reserve Fund from the proceeds of the Series 2010 A Revenue Bonds
$513,207 deposited in a Debt Service Reserve Fund from the proceeds of the Series 2017 A Refunding Bonds
$962,543 deposited in a Debt Service Reserve Fund from the proceeds of the Series 2017 B Refunding Bonds
4/ Exclusive of amortization of Bond Issue Costs
2018A

Section 9 Supplemental Information


ENPLANEMENTS
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021E
2022B

Landed Weight and Enplanements & Deplanements

Calendar Year	Landed Weights	Operations	Cargo (tons)	Enplanements	Deplanements	Total Passengers
2012	1,448,273,846	75,519	18,242	1,245,880	1,239,754	2,485,634
2013	1,408,546,123	72,765	18,546	1,215,987	1,214,864	2,430,851
2014	1,368,073,710	61,292	19,509	1,230,376	1,226,704	2,457,080
2015	1,412,705,423	60,001	19,373	1,298,210	1,291,889	2,590,099
2016	1,480,691,522	64,731	18,692	1,407,434	1,410,579	2,818,013
2017	1,575,561,522	63,620	18,739	1,417,835	1,414,152	2,831,987
2018	1,616,386,929	63,541	18,896	1,466,706	1,456,520	2,923,226
2019	1,667,798,688	60,748	20,009	1,518,969	1,512,268	3,031,237
2020	908,135,069	43,745	21,857	520,029	522,495	1,042,524
2021P	1,326,334,000	44,300	22,800	940,000	940,000	1,880,000
2022E	1,500,000,000	50,500	23,800	1,200,000	1,200,000	2,400,000

Data Source: Internal ACAA sources

BASED AIRCRAFT

Calendar Year	Single Engine	Multi-Engine	Jet	Helicopters	Total	Military
2015	53	7	15	7	82	7
2016	46	7	16	6	75	6
2017	45	7	19	6	77	6
2018	55	8	23	11	97	11
2019	51	7	20	11	89	11
2020	60	7	19	11	97	11
2021P	60	7	19	11	97	11
2022E	60	7	19	11	97	11

Data Source: FAA 5010

STATISTICAL - OPERATIONS
Last Ten Calendar Years

Calendar Year	Air Carrier	Air Taxi	General Aviation Local	Military	Total Operations
2012	22,879	27,236	20,861	4,543	75,519
2013	22,667	24,747	20,915	4,436	72,765
2014	21,744	22,618	14,614	2,316	61,292
2015	22,067	21,503	13,950	2,481	60,001
2016	23,108	24,238	14,328	3,057	64,731
2017	23,246	23,745	14,063	2,944	63,998
2018	23,763	23,469	13,009	3,300	63,541
2019	24,729	19,212	13,863	2,944	60,748
2020	15,300	9,668	14,224	3,487	42,679
2021E	16,000	9,800	15,000	3,500	44,300
2022P	19,500	12,500	15,000	3,500	50,500

Data Source: ACAA Internal Sources

FBO Deicing Fluid and JetA and AvGas Fuels Sold

Calendar Year	Deicing Consortium Type I (gals)	Deicing Consortium Type IV (gals)	Deicing Sprayed Type I (gals)	Deicing Sprayed Type IV (gals)	Pumped Into-Air Carrier (gals)	JetA (gals)	AvGas (gals)
2012	66,956	15,265	27,621	3,721	17,738,449	870,095	68,240
2013	86,008	19,451	39,647	4,935	17,068,920	840,570	60,447
2014	79,335	21,085	45,732	5,292	16,971,830	952,761	55,902
2015	66,600	19,468	31,628	4,031	16,835,885	967,345	70,438
2016	65,055	19,682	32,048	5,661	18,602,032	1,031,066	69,156
2017	71,925	23,154	51,006	7,288	19,495,122	996,302	62,710
2018	81,735	26,400	72,767	12,331	21,013,458	1,158,694	51,534
2019	70,332	17,017	82,555	10,958	22,022,122	1,217,080	65,993
2020	42,399	10,709	41,287	5,085	11,600,443	879,612	62,368
2021E	54,384	14,328	71,194	6,534	12,500,000	1,030,182	44,222
2022E	60,000	15,760	78,300	7,190	13,500,000	1,050,000	52,200

Data Source: Internal ACAA Sources

FBO - General Aviation Activity and Historical FBO Operating Revenue, Expense, and Profit

Calendar Year	General Aviation Aircraft Landings	International Flights	General Aviation Aircraft Fueled	Deicing Retail Type I (gals)	Deicing Retail Type IV (gals)	Operating Revenues	Operating Expenses	FBO Operating Profit
2012	6.321	592	5,245	1,923	345	$9,732,965	$8,450,362	$1,282,603
2013	5,541	595	4,575	3,831	1,013	9,641,415	8,530,196	1,111,219
2014	6,073	753	4,870	2,947	427	10,348,396	8,837,295	1,511,101
2015	3,949	707	5.901	1,628	249	8,570,119	7,147,195	1,422,924
2016	7.349	517	5,958	2,636	301	8,300,218	6,170,676	2,129,542
2017	7,260	456	6,307	1,868	265	8,527,457	6,597,625	1,929,832
2018	7,822	407	5,833	6,131	529	10,427,353	8,004,735	2,422,618
2019	7,774	458	6,374	5,187	755	10,426,891	7,824,736	2,602,155
2020		141		4,150	175	6,307,407	5,754,830	552,577
2021*	7,308	229	6,668	3,850	1,000	8,406,872	7,720,611	686,261
2022*	7,400	260	6,700	3,500	300	9,755,362	8,567,123	1,188,239

* Projected/Budget

Data Source: Internal ACAA sources

HISTORICAL DEBT OUTSTANDING

Fiscal Year End	Beginning Year Bond Balance	Additions	Reductions	Ending Year Bond Balance
2012	$128,975,000	$ -	$7,810,000	$121,165,000
2013	121,165,000	-	8,095,000	113,070,000
2014	113,070,000	-	8,021,000	105,049,000
2015	105,049,000	-	8,266,000	96,783,000
2016	96,783,000	-	8,567,000	88,216,000
2017	88,216,000	14,395,000	25,293,000	77,318,000
2018	77,318,000	22,590,000	9,419,000	90,489,000
2019	90,489,000	9,620,000	7,554,000	92,555,000
2020	92,555,000	34,610,000	51,220,00	75,945,000
2021	75,945,000	-	6,945,000	69,000,000
2022P	69,000,000	-	6,685,000	62,315,000

Data Source: Internal ACAA sources

HISTORICAL BOND COVERAGE

Fiscal Year End	Revenues including Revenue Sharing	Operating Expenses	Net Available Revenue	Debt Service: Principal And Interest	Debt Service: Less PFCs	Debt Service: Total	Coverage
2012	$43,490,082	$31,765,177	$11,724,905	$13,255,231	($4,461,589)	$8,793,642	1.33
2013	42,934,127	32,172,726	10,761,401	$13,291,771	(4,700,000)	8,591,771	1.25
2014	44,,306,813	32,404,737	11,902,076	12,965,296	(4,213,099)	8,752,197	1.36
2015	44,908,783	31,503,386	13,405,397	12,953,032	(3,293,320)	9,659,712	1.39
2016	46,342,120	32,060,953	14,281,167	12,944,083	(3,608,210)	9,335,873	1.53
2017	48,544,916	33,440,730	15,104,186	12,981,796	(3,610,256)	9,371,540	1.61
2018	51,742,274	37,180,503	14,561,771	12,968,404	(2,834,913)	10,133,491	1.44
2019	53,063,161	39,111,805	13,951,356	11,584,378	(3,763,460)	7,820,918	1.78
2020	41,889,705	33,240,282	8,649,423	11,008,820	(4,140,917)	6,867,903	1.26
2021E	45,736,917	35,833,896	9,903,021	10,695,744	(3,638,568)	7,057,176	1.40
2022E	51,615,201	40,687,147	10,928,058	9,949,264	(3,640,402)	6,308,862	1.71

Data Source: Internal ACAA sources

POPULATON IN THE AIR TRADE AREA

	1990	2000	2010	2019[1]
PRIMARY TRADE AREA				
State of New York				
Albany County	292,594	294,565	304,204	305,506
Columbia County	62,982	63,094	63,096	59,461
Fulton County	54,191	55,073	55,531	53,383
Greene County	44,739	48,195	49,221	47,188
Montgomery County	51,981	49,708	50,219	49,221
Rensselaer County	154,429	152,538	159,429	158,714
Saratoga County	181,276	200,635	219,607	229,863
Schenectady County	149,285	146,555	154,727	155,299
Scholharie County	31,859	31,582	32,749	30,999
Warren County	59,209	63,303	65,707	63,944
Washington County	59,330	61,042	63,216	61,204
State of Massachusetts				
Berkshire County	139,352	134,953	131,219	124,944
State of Vermont				
Bennington County	35,845	36,994	37,125	36,777
	1,317,072	1,338,237	1,386,050	1,376,503
SECONDARY TRADE AREA				
State of New York				
Delaware County	47,225	48,055	47,980	44,135
Dutchess County	259,462	280,150	297,488	294,218
Essex County	37,152	38.851	39,370	36,885
Hamilton County	5,279	5,379	4,836	4,416
Herkimer County	65,797	64,427	64,519	61,319
Otsego County	60,517	61,676	62,259	59,493
Ulster County	165,304	177,749	182,493	177,573
State of Connecticut				
Litchfield County	174,092	182,193	189,927	180,333
State of Massachusetts				
Franklin County	70,092	71,535	71,372	70,180
Hampden County	456,310	456,228	463,490	466,372
Hampshire County	146,568	152,251	158,080	160,830
State of Vermont				
Addison County	32,953	35,974	36,821	36,777
Rutland County	62,142	63,400	61,642	58,191
Windam County	41,588	44,216	44,513	42,222
Windsor County	54,055	57,418	56,670	55,062
	1,678,536	1,739,502	1,781,460	1,748,006
Total Primary and Secondary Trade Area Pop.	2,995,608	3,077,739	3,167,510	3,124,509

[1] Through June 30, 2019

Data Source: Internal ACAA sources

PRINCIPAL EMPLOYERS

	2008		2019	
Employer	Employees	Rank	Employees	Rank
New York State	53,800	1	51,800	1
St. Peter's Health Partners	3,494	6	12,130	2
Albany Medical Center	5,977	3	8,652	3
Golub Corporation	4,135	4	8,208	4
U.S. Government	6,900	2	7,901	5
General Electric Company	3,200	7	7,000	6
Hannaford Brothers	3,580	5	5,000	7
University of Albany	Na		4,700	8
Ellis Medicine	2,651	8	3,479	9
Stewart's Shops Corp.	1,272	13	3,099	10
Bechtel Marine Propulsion Corp.	2,600	9	3,000	11
Glens Falls Hospital	2,285	12	2,736	12
Center for Disability Services	2,392	10	2,651	13
County of Albany	2,219	11	2,497	14
Global Foundries	Na	-	2,400	15
TOTAL	94,505		125,253	

Data Source: Internal ACAA sources

LABOR FORCE AND UNEMPLOYMENT

Calendar Year	Labor Force Alb/Schty/Troy	Comparable Unemployment Rate		
		Albany	New York	U.S.
2012	453,021	7.3%	8.2%	7.9%
2013	445,577	5.4	6.6	6.7
2014	438,630	4.4	5.6	5.6
2015	444,884	4.0	4.7	5.0
2016	442,092	3.9	4.5	4.7
2017	441,793	4.2	3.9	4.1
2018	452,937	3.5	3.7	3.9
2019	443,765	3.6	3.9	3.6
2020(Jul)	449,162	5.6	8.7	6.7
2021(Jul)		4.8	7.6	5.4

Data Source
Unemployment Statistics, Bureau of Labor Statistics, United States Department of Labor

CAPITAL DEVELOPMENTS BY THE AUTHORITY

On July 17, 1996, ground was broken for construction of a new air-cargo building in the northeast quadrant of the airport as the first step in consolidating the present and developing the future air-cargo capacity for the Airport. The $11 million cargo facility and related airfield and landside improvements were financed by Airport Revenue Bonds. This facility opened in October 1998 and is under a long-term lease agreement with Aviation Facilities Company, Inc. (AFCO).

On October 3, 1996, ground was broken for the Terminal Improvement Project (TIP). The TIP consisted of a new terminal and other facilities to replace the 1959 terminal and was designed to accommodate future demands for approximately 1.5 million annual enplanements. The TIP was substantially complete on October 1, 1998.

In February 1997, the Authority issued $96,305,000 of Airport Revenue Bonds to finance the TIP and certain capital improvement projects initiated by the County prior to the creation of the Authority.

In December 1997, the Dormitory Authority of the State of New York issued $41,395,000 of State Service Contract Revenue Bonds for the purposes of financing, construction, reconstruction, improvements, reconditioning and preservation of the Airport or aviation capital projects at the Airport. The Revenue Bonds were secured by a service contract under which the State of New York agreed to pay the annual principal and interest payments. The Revenue Bonds are not debt of the Airport Authority nor is the Airport Authority liable thereon.

Proceeds totaling $40 million were used by the Authority toward the cost of constructing the new terminal building, a connecting bridge and a parking garage at the Airport. The Authority allocated $20 million each towards the cost of the terminal and the garage.

The Authority maintains a Federal Inspection Station to process regular scheduled international flights together with other general aviation and international cargo flights.

On June 7, 1998, airline operations began in the new terminal facility and demolition began on the 1959 structure.

In July 1998, the Authority, through the New York State Environmental Facilities Corporation (EFC) received $7.5 million Series A bonds to finance the total construction of a new glycol wastewater treatment system. In July 1999, the loan was replaced by $7,895,303 bonds issued by the EFC with interest on the first $3 million 100% subsidized and the remaining $4.5 million 50% subsidized by the New York State Water Pollution Control Revolving Fund.

On December 1, 1998, the Authority sold two Airport Revenue Bond issues totaling $30,695,000 to finance two capital projects:

- The 1998 B (non-AMT) issue totaling $18,455,000 was sold to finance in part the construction of a new 1,600-space parking garage. The garage partially opened in December 1998 for use by short-term visitors to the Airport and the balance used for long-term parking was opened in February 1999.
- The 1998 C (AMT) issue totaling $12,240,000 was sold to finance the construction of the new 50,500 square foot air cargo building which was opened during October 1998 for use by Airborne Express, Federal Express and United Parcel Service.

In March 1999, operations began in the newly constructed air traffic control tower located in the northeast quadrant of the airport. Demolition also began on the old control tower to provide additional apron area for use by the airlines.

In April 2000, construction was completed for the addition of approximately 16,000 square feet of terminal space including ticketing, baggage make up and hold rooms to accommodate the arrival of Southwest Airlines which began service May 7, 2000. This addition was principally financed through the receipt of a $6 million grant from the State of New York.

In May 2000, construction of 874 space remote surface parking lot was completed at the southeast quadrant of airport property to accommodate the additional parking required by the increase in enplanements as a result of the addition of Southwest Airlines.

In July 2000, the Authority, through the EFC, entered into a ten year $2,374,936 Series B loan agreement

CAPITAL DEVELOPMENTS BY THE AUTHORITY, cont.

with the New York State Water Pollution Control Revolving Fund to finance the construction of a glycol filtration polishing facility. The interest thereon is fifty percent subsidized by the New York State Water Pollution Control Revolving Fund.

In November 2000, a parking garage expansion was opened to accommodate 307 parking spaces for the rental car operators and 400 additional spaces for public parking.

In December 2000, the Authority issued $14,500,000 of Airport Revenue Bonds to finance the construction that began in 2001 of a New York State Police Executive Hangar to consolidate the State's current aircraft and maintenance support facilities, which were located in two widely separated hangars on the airfield. The new facility completed in 2002 consists of approximately 84,630 square feet of hangar, maintenance support, office space, and includes all the necessary mechanical, electrical, plumbing, fire, security, and energy management systems; crane and hoist equipment and other support equipment for aircraft maintenance; and office furnishings. Landscaping, parking lot, and security fence to secure the leased area also were provided. The Authority and the Division of New York State Police entered into a thirty (30) year Land and Facility Lease Agreement effective April 1, 2000. These Airport revenue payments are sufficient to amortize the debt service payments for this Bond issue plus any other related costs incurred by the Authority.

In 2001, the Authority began construction of a new ARFF facility and general aviation T-Hangars.

In 2001, the Authority also obtained final FAA and all other required approvals for the extension of Runway 10-28 from 6,000 to 7,200 feet. Construction began in 2002. This project also included extending taxiway "C" and related hold apron and service road improvements. The runway was completed and opened in August 2003.

In July 2001, the Authority acquired a 9½ acre Industrial Park with four warehouse type buildings totaling 27,500 square feet. In 2002, renovations were completed and the ground support facilities for American Airlines, US Airways, plus Lansing Flight Support were relocated from the old belly-freight building. In addition, KME Fire Apparatus leased one building to which an addition was added to support their requirements.

In 2002, construction was completed on a 10-bay T-Hangar facility, a self-service fueling facility, and a neighboring tie-down area for use by the general aviation community. Construction began on a second T-Hangar building to provide 10 more T-Hangar units. This construction was completed in 2003. All units are leased.

An extension to the remote parking lot "E" began in 2002 which will nearly double the capacity to 2,000 plus public parking spaces. As a result of several adjoining land acquisitions, expansion work continued into 2004.

During 2003, the Airport received Federal support for the complete rehabilitation of the primary runway 1-19 including the complete replacement of centerline lighting. The work was completed in 2003. Also during 2003, the Airport received all necessary approvals to begin extension of the primary runway 1-19 from 7,200 to 8,500 feet. The work was completed in 2006.

During 2003, the Authority was granted $2.3 million of State funds through the support of State Senator Joseph Bruno to acquire and install two over-the-wing loading bridges for Southwest Airlines. Albany International Airport was the first airport in the United States to have two such bridges in operation.

In June 2003, the Authority sold $8,855,000 of Series 2003A Airport Revenue Bonds to pay the costs of various land, hangars and equipment acquisitions, apron and runway expansions, taxiway, runway and hangar rehabilitations, certain terminal expansions, and leasehold improvements.

In March 2004, the Authority, through the NYS EFC, issued $388,316 of Airport Revenue Bonds to finance the construction of sanitary sewer and water improvements in the Airport Industrial Park.

Other major projects completed in 2004 included finalizing renovations to the terminal to accommodate TSA security personnel and to provide space for their passenger screening and baggage inspection operations. Construction started in 2004 on the main Runway 1-19 extension from 7,200 to 8,500 feet and was completed in 2006 together with related navigation aids and taxiways. Remote parking was expanded by

CAPITAL DEVELOPMENTS BY THE AUTHORITY, cont.

approximately 700 additional spaces to accommodate an ever-increasing demand for on-airport parking. Also a new US Postal facility was opened.

In 2005, the Authority acquired the on-airport assets of the former FBO ($3.0 million). With this acquisition the Authority assumed responsibility for managing and operating the FBO. The Authority operates the FBO under the franchise trade name "Million Air". That same year the Authority also acquired an office building and two warehouses for lease and 400 additional remote surface parking spaces ($2.4 million). Also in 2005, the Authority completed a $2.8 million aircraft engine run-up attenuation facility to enhance the containment of noise from the Airport.

In June 2006, the Authority issued $14,230,000 of bonds to provide funds for various land, hangar, equipment acquisitions, hangar rehabilitations, certain terminal renovations, utility improvements, and parking expansions.

In December 2006, the Authority issued $6,330,000 of bonds to provide funds for construction of the 42,800 square foot Aviation Service and Maintenance Facility which was completed in late 2007.

In 2008 the Authority completed construction of two general aviation T-Hangars, installation of two additional escalators in the terminal and installation of new touch down lighting improvements that preserve and enhance aeronautical safety during nighttime, low -visibility, winter and other inclement weather conditions for all aircraft operations by allowing landing with half-mile rather than three-quarter mile visibility conditions.

During 2009 the Authority continued the Latham Water Towers Runway 10-28 obstruction relocation. The Authority also undertook a rehabilitation of an existing hangar, lighting energy upgrades in the parking garage, and several smaller projects involving roof replacement, terminal improvements and improvements in landside buildings.

In 2010 major renovations of six terminal food and beverage concession areas that began in 2009 were completed at a cost of approximately $3.0 million which was fully funded by the concessionaire. Replacement of all parking garage lighting with more energy efficient lights at a cost of $156,000 was completed with the aid of a $54,300 grant. Rehabilitation of the taxiways and ramps for $2,826,000; construction of a new entry and exit to the remote parking lot providing for additional and interstate highway access at a cost of $363,300; expansion of glycol storage and replacement of the Type I glycol proportioning system at an estimated total design and construction cost of $339,000.

Projects completed in 2011 include a parking garage rehabilitation project at a cost of $896,000, a passenger jet bridge replacement project with a cost of $581,000, an automated entry and exit station in the economy parking lot at a cost of $336,274 the relocation and upgrade of the Authority operated retail store (DepARTures) in the Terminal at a cost of $281,000.

The completion of the Runway 28 obstruction removal, which involved relocation of a municipal water tank at a cost of $11,187,000 was completed in 2012. Other projects completed in 2012 included the Terminal Floor replacement at a cost of $821,400 and a Semi-inline Baggage Screening Project with a cost of $1.1 million.

During 2013 projects completed included Glycol Storage & Processing Improvements to add a new 2.5 million gallon storage tank. During 2013 a project to upgrade the Electrical Vault at a cost of $1.3 million was advanced along with the rehabilitation of the Administration Building ($1.7 million).

In 2014 construction began to add a new Runway Friction Material Building at a cost of $2.4 million; upgrade of an existing commercial Aircraft Maintenance, Repair and Overhaul Facility; construct a new hangar at a cost of $4.3 million and Rehabilitate Runway 1-19 at a cost of $4.72 million. These projects were completed by the close of 2015.

During the 2009-2014 Capital Plan the Authority also purchased approximately $5 million in major equipment including items such as two fire trucks, runway snow blowers, runway brooms, shuttle busses, street sweepers, and other heavy equipment.

During 2015 projects to provide a new terminal roof at a cost of $1.5 million and the Terminal Baggage Room Renovation at $1.5 and Glycol Storage and Processing improvements for $1.1 million were initiated then

CAPITAL DEVELOPMENTS BY THE AUTHORITY, cont.

completed in 2016.

During 2016 a $3.4 million passenger loading bridge replacement and renovation project and $1.4 million Fiber Optic replacement project were initiated.

During 2017 a $3.4 million passenger loading bridge replacement and renovation project and $1.4 million Fiber Optic replacement project were completed. Also in 2017 a $4.4 million Runway 01-19 Edge Light Lighting System Replacement and a $4.2 million phase 2 passenger loading bridge replacements and renovation were initiated.

During 2018 the Airport started a $1.9 million escalator replacement project in the Terminal and authorized another $1.0 million passenger loading bridge replacement and numerous smaller projects under $1.0 million.

Most significantly in 2018 the Airport was awarded a $22.1 million grant to provide a portion of the funds for a $42.2 million project to build an additional parking garage, improve parking access, provide terminal rehabilitation and add other passenger amenities. The grant was awarded in conjunction with a $50 million State-funded Airport highway access project announcement. The new Highway access will be very beneficial for the Airport access to on-airport parking operations.

As of December 31, 2018, the Authority maintained $538.3 million in capital assets for which $271.0 million in accumulated depreciation was recorded resulting in $237.3 million in capital assets net of depreciation. Also at December 31, 2017 the Authority had approximately $94.2 million of outstanding debt related to these capital assets, which resulted in the Authority reporting $143.1 million of capital assets net of related debt.

Although most of 2019 was consumed with the construction of the parking garage and the rehabilitation of the airport terminal, there were other airport improvement projects. These included the installation of LED edge lighting for the full length of Runway 1/19 and Taxiway C. Also 2019 included the installation of new full hangar door at the FBO hangar.

As of December 31, 2021, the four (4) passenger boarding bridges have been replaced, and the Airport's first Master Plan in over twenty Years has begun. In addition to these the Taxiway A Rehabilitation project will is essentially completed.

GLOSSARY

Accrual Basis - Basis of accounting which attempts to record financial transactions in the period they actually occur rather than the period paid or received.

Administrative Expenses - One of the main expense categories and includes the following: memberships, subscriptions, travel, education, and economic development.

Aircraft Operation - Considered either a landing or take-off of an aircraft.

Airfield Operations Area (AOA) - Generally considered the restricted area within the security fence surrounding an airport which is reserved for aircraft and related operations. This includes the landing area and ramp area, and other facilities supporting the activity of military, general aviation and commercial aircraft.

Airfield Revenues - One of six operating revenue categories which include landing fees, glycol disposal fees, apron fee, and the control tower rental fees.

Airline Use and Lease Agreement (Agreement) - An agreement with one or more airlines setting forth the rights of the airlines for their use of the airport and the rates and charges they will pay.

Airline Revenues - Landing fee revenues, loading bridge revenues, apron fees, and terminal rental revenues.

Airport Revenue Bonds - Bonds payable from Airport revenues which do not pledge the full faith and credit of the issuer.

Airport Security Plan (ASP) – A federal requirement for security at the Airport.

Ambassador Program – A program comprised of volunteers that are tasked with providing excellent customer service through offering friendly and accurate assistance about airport services and facilities, as well as offering flight assistance and tourism information in a friendly and welcoming manner that meets and exceeds passenger and visitor expectations.

Apron - A section of the ramp area closest to the terminal building used for parking of aircraft and support vehicles used for loading and unloading of aircraft.

ARFF - Airport Rescue and Fire Fighting, the on-airport unit responsible for airfield emergencies and fire fighting.

Authority - Albany County Airport Authority, a body corporate and politic, constituting a public benefit corporation established and existing pursuant to the Albany County Airport Act enacted by Chapter 686 of the laws of 1993 and set forth in Title 32 of the New York Public Authorities Law.

Automated External Defibrillator (AED) - A portable automatic device used to restore normal heart rhythm to people who are in cardiac arrest.

Biochemical Oxygen Demand or Biological Oxygen Demand (BOD) A chemical procedure for determining how fast biological organisms use up oxygen in a body of water. It is used in water quality management and assessment, ecology and environmental science. BOD is not an accurate quantitative test, although it could be considered as an indication of the quality of a water source. BOD can be used as a gauge of the effectiveness of wastewater treatment plants.

Cargo - Anything other than passengers, carried for hire, including both mail and freight.

Capital Improvement Program (CIP) - A five year program for regularly undertaking improvements to maintain or revitalize the infrastructure and facilities of the airport. The program serves as a basis for determining funding requirements and other operational planning decisions.

C Index - FAA regulation that dictates a certain number of vehicles to maintain the Airport.

COLA - Cost of living adjustment

Concessionaire - A person or company having a lease, contract or operating permit arrangement with the Authority entitling them to do business on the airport.

Concession Revenue - One of six operating revenue categories which include terminal concessions, advertising, and the business center.

Cost Centers - Functional areas or activities of the Airport grouped together for the purpose of accounting for expenses.

Glossary, continued

Cost Per Enplanement (CPE) - A unit of measurement used to present the airlines' cost of each enplaned passenger. The total airline revenues paid to the airport are divided by the number of passenger enplanements to calculate the cost per enplanement.

County - County of Albany, home of the City of Albany; the state capital of New York.

Disadvantaged Business Enterprise Program (DBE) – Program required by Congress as a condition of receiving federal funds.

Debt Service - The amount required for the accrual and payment of principal, interest, and premiums, if any, and other fees and amounts associated with all series of Bonds and Indebtedness, as set forth in any Resolution(s) or other financing documents(s) of the County or Authority.

Debt Service Coverage - An amount equal to Airport Net Revenues divided by Net Debt Service.

Debt Service Reserve Fund - Any fund(s) established by the Authority for monies necessary to satisfy any Debt Service Reserve Requirement established in any Resolution(s) or other financing document(s) of the County or Authority generally equal to the highest annual amount due in the remaining years of the debt issue.

Debt Service Reserve Requirement - Requirement, if any, for the Debt Service Reserve Funds for all series of Bonds or other indebtedness.

Deplanement - A passenger departing an aircraft at the Albany International Airport.

Enplanement - A paid passenger boarding an aircraft at the Albany International Airport.

Federal Aviation Administration (FAA) - The government agency responsible for air safety and operation of the air traffic control system.

FAA Regulation Part 139 - This regulation establishes the requirement for airports servicing scheduled air carrier operations in aircraft with 10–30 seats and provides airport certification status, class and ARFF Index to assist air carriers.

FAA Regulation Part 150 - This regulation establishes a uniform nationwide system of describing aircraft noise and noise exposure on different communities, describes land-use compatibility for the guidance of local communities, and provides technical assistance to airport operators and other governmental agencies to prepare and execute noise compatibility planning.

Federal Inspection Station Facility (FIS) - The facility used as the Federal Inspection Station for United States Customs and Immigration.

Fixed Base Operator (FBO) - A fixed based operator provides aircraft fueling, deicing and maintenance for the general aviation customers.

FBO Revenue - One of six operating revenue categories which include the sale of fuel for aircrafts, landing fees for the general aviation population, deicing of aircrafts, and other miscellaneous fees for the general aviation population.

Fuel Farm - Operated by Million Air and used to store fuel for the airlines and retail general aviation sales.

GAAP - General Accepted Accounting Principals are uniform minimum standards and guidelines for accounting and financial statement reporting.

GASB - Governmental Accounting Standards Board, the body responsible for establishing GAAP for governmental entities.

Glycol Containment System - The system designed to contain and transfer all snow and rain contaminated by Propylene Glycol used to deice an aircraft during the winter season.

Ground Transportation Revenues - One of six operating revenue categories which includes airport parking revenues and access fees from limousines, hotels/motels, taxies, and off airport parking facilities.

International Passengers - Passengers flying into or out of Albany International Airport with an origin or destination outside the 50 states and all U.S. territories.

Into-plane Fees – Revenue generated based on fuel pumped for the commercial airlines.

Glossary, continued

Landing Fee Revenues - Revenues collected from commercial aircraft landings.

Loading Bridge - Equipment used to board and deplane passengers between the terminal building and the aircraft.

Low-Volume Air Carrier - A Non-Signatory Airline with seven or fewer scheduled revenue flights departing from the Airport with an aggregate of no more than 700 departing passenger seats each calendar week.

Materials and Supplies Expense - One of the main expense categories which include materials and supplies purchased for airfield, ARFF, FBO, buildings, grounds, and vehicles and equipment.

Maximum Gross Landed Weight (MGLW) - Actual gross weight of a particular plane. The weights for all aircraft are published by the FAA.

National Air Transportation Association (NATA) - Organization that promotes safety and the success of aviation service businesses through its advocacy efforts before government, the media and the public as well as providing valuable programs and forums to further its members prosperity.

Non-Capital Equipment - Equipment, under $50,000, not covered under the Capital Improvement Program, included within the operating budget.

Non-Signatory Airline - An airline or carrier who did not execute the airline use and lease agreement with the Authority.

Non-Operating Revenues - Revenues which are generated from passenger facility charges, improvement charges and interest income.

Occupational Safety and Health Administration (OSHA) Reportable Incidents – An incident is reportable if it meets any of the following criteria: fatality, hospitalization, amputation and/or loss of an eye.

Office Expense - One of the main expenses that includes office equipment rental, agreements, and repairs; computer system support, maintenance, and agreements; office furniture and fixtures; and other supplies required to run normal activity in the administrative offices.

Operating Revenue - Revenues which are generated from the daily operations of the airport which include the revenues from Airfield, Fixed Based Operator, Terminal, Ground Transportation, Concessions and Other Airport.

Other Airport Revenue - One of the six operating revenue categories which include land and building rental of off-airport property owned by the airport, T hangar and tie down rentals, utilities and miscellaneous items.

Operating and Maintenance Reserve Requirement - The requirement of the Resolution(s) and other finance document(s) of the Authority that a reserve can be created and maintained sufficient to pay not less than two months of budgeted operating and maintenance expenses.

Over- the-Wing (OTW) - The loading bridge attaches to the rear door of the plane over the wing of the plane to enplane passengers.

Passenger Facility Charges (PFC) - A $4.50 per passenger surcharge collected by the airlines and forwarded to the Authority to pay for Airport capital projects or to be applied to the Airport's required debt service payments as approved by the Federal Aviation Administration.

Personnel Services - One of the main expense categories which includes all wages, salaries and benefits.

Per Use Terminal Fee - A fee paid by a Low-Volume Carrier for use of the Airport Apron, Terminal and Equipment as provided for in the Signatory Airline Agreement.

Purchased Services - One of the main expense categories which include services purchased for accounting and auditing, insurance, legal, security, refuse removal, public relations, art exhibits, museum shop, advertising, passenger information booth, special studies, engineering services, professional management and code enforcement.

Glossary, continued

Revenue Per Enplanement (RPE) - A unit of measurement calculated by taking certain airport revenues divided by the number of enplanements.

Signatory Airline - An airline that has executed an agreement with the Authority and is charged fees in accordance with the Airline Use and Lease Agreement.

Terminal Revenue - One of the six operating revenue categories which includes rental of the terminal space, loading bridge rentals, tenant maintenance, and utilities.

Transportation Security Agency (TSA) – The Department of Homeland Security responsible for protecting the Nation's transportation systems (including airports) to ensure freedom of movement for people and commerce.

Utilities and Communications - One of the major expense categories which include electricity, fuel, sewer, water, telephone, internet, radio communications, paging services, and cable television.

Acronyms

ACAA	Albany County Airport Authority
AIP	Airport Improvement Program
ARFF	Aircraft Rescue Firefighting
FBO	Fixed Base Operator
FONSI	Finding of No Significant Impact
GA	General Aviation
PAX	Passenger
PFC	Passenger Facility Charge
SEQR	State Environmental Quality Review

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

AIRPORT MASTER RECORD

PRINT DATE: 10/20/2021
AFD EFF 10/07/2021
FORM APPROVED OMB 2120-0015

> 1 ASSOC CITY:	DEMING	4 STATE: NM	LOC ID: DMN	FAA SITE NR:	14595.*A
> 2 AIRPORT NAME:	DEMING MUNI		5 COUNTY: LUNA NM		
3 CBD TO AIRPORT (NM):	02 SE	6 REGION/ADO: ASW/LNM	7 SECT AERO CHT: ALBUQUERQUE		

GENERAL

10 OWNERSHIP:	PUBLIC
> 11 OWNER:	CITY OF DEMING
> 12 ADDRESS:	PO BOX 706 DEMING, NM 88031
> 13 PHONE NR:	575-546-8848
> 14 MANAGER:	ALEXI JACKSON
> 15 ADDRESS:	PO BOX 706 DEMING, NM 88031
> 16 PHONE NR:	575-544-3660
> 17 ATTENDANCE SCHEDULE:	
ALL	ALL 0700-1800
18 AIRPORT USE:	PUBLIC
19 ARPT LAT:	32-15-44.6000N ESTIMATED
20 ARPT LONG:	107-43-08.4000W
21 ARPT ELEV:	4314.0 SURVEYED
22 ACREAGE:	2,870
> 23 RIGHT TRAFFIC:	NO
> 24 NON-COMM LANDING:	NO
25 NPIAS/FED AGREEMENTS:	NGPY
> 26 FAR 139 INDEX:	

SERVICES

> 70 FUEL:	100LL A1+
> 71 AIRFRAME RPRS:	MAJOR
> 72 PWR PLANT RPRS:	MAJOR
> 73 BOTTLE OXYGEN:	NONE
> 74 BULK OXYGEN:	NONE
75 TSNT STORAGE:	HGR, TIE
76 OTHER SERVICES:	AMB

FACILITIES

> 80 ARPT BCN:	CG
> 81 ARPT LGT SKED :	SEE RMK
BCN LGT SKED:	SS-SR
> 82 UNICOM:	122.800
> 83 WIND INDICATOR:	YES-L
84 SEGMENTED CIRCLE:	NONE
85 CONTROL TWR:	NO
86 FSS:	ALBUQUERQUE
87 FSS ON ARPT:	NO
88 FSS PHONE NR:	
89 TOLL FREE NR:	1-800-WX-BRIEF

BASED AIRCRAFT

90 SINGLE ENG:	7
91 MULTI ENG:	3
92 JET:	1
93 HELICOPTERS:	0
TOTAL:	11
94 GLIDERS:	0
95 MILITARY:	0
96 ULTRA-LIGHT:	0

OPERATIONS

100 AIR CARRIER:	0
102 AIR TAXI:	960
103 G A LOCAL:	6,570
104 G A ITNRNT:	12,000
105 MILITARY:	9,125
TOTAL:	28,655
OPERATIONS FOR 12 MONTHS ENDING:	03/24/2020

RUNWAY DATA

	04/22	08/26		
> 30 RUNWAY INDENT:				
> 31 LENGTH:	5,675	8,018		
> 32 WIDTH:	60	75		
> 33 SURF TYPE-COND:	ASPH-G	ASPH-G		
> 34 SURF TREATMENT:				
35 GROSS WT: S	12.0	20.0		
36 (IN THSDS) D				
37 2D				
38 2D/2D2				
> 39 PCN:	7 /F/D/X/T	9 /F/D/X/T		
LIGHTING/APCH AIDS				
> 40 EDGE INTENSITY:	MED	MED		
> 42 RWY MARK TYPE-COND:	NPI - G / BSC - G	NPI - G / NPI - F	- / -	- / -
> 43 VGSI:	P2L / P2L	P4L / P4L	/	/
44 THR CROSSING HGT.:	44 / 44	43 / 40	/	/
45 VISUAL GLIDE ANGLE:	3.00 / 3.00	3.00 / 3.00	/	/
> 46 CNTRLN-TDZ:	- / -	- / -	- / -	- / -
> 47 RVR-RVV:	- / -	- / -	- / -	- / -
> 48 REIL:	/	/	/	/
> 49 APCH LIGHTS:	/	/	/	/
OBSTRUCTION DATA				
50 FAR 77 CATEGORY	A(NP) / A(V)	C / C	/	/
> 51 DISPLACED THR:	/	/	/	/
> 52 CTLG OBSTN:	/ BRUSH	BRUSH /	/	/
> 53 OBSTN MARKED/LGTD:	/	/	/	/
> 54 HGT ABOVE RWY END:	/ 6	4 /	/	/
> 55 DIST FROM RWY END:	/ 210	270 /	/	/
> 56 CNTRLN OFFSET:	/ 75R	75R /	/	/
57 OBSTN CLNC SLOPE:	20:1 / 1:1	17:1 / 50:1	/	/
58 CLOSE-IN OBSTN:	Y / Y	N / N	/	/
DECLARED DISTANCES				
> 60 TAKE OFF RUN AVBL (TORA):	/	/	/	/
> 61 TAKE OFF DIST AVBL (TODA):	/	/	/	/
> 62 ACLT STOP DIST AVBL (ASDA):	/	/	/	/
> 63 LNDG DIST AVBL (LDA):	/	/	/	/

(>) ARPT MGR PLEASE ADVISE FSS IN ITEM 86 WHEN CHANGES OCCUR TO ITEMS PRECEDED BY >

> 110 REMARKS

A 017	FOR ARPT ATTENDANT AFT HRS CALL 575-494-2311.
A 058	RWY 04 +5 FT BRUSH 190 FT FM THLD 60 FT LEFT OF CENTERLINE.
A 058	RWY 22 +3-8 FT BRUSH 60-200 FT FM THLD 75 FT RIGHT & 75 FT LEFT OF CNTRLN.
A 081	MIRL RY 08/26 & PAPI RYS 08 & 26 PRESET LOW INTST 1730-2230; TO INCR INTST ACTVT - CTAF.
A 110-001	HELICOPTERS ARR FM EAST & DEP TO EAST REMAIN NORTH OF SEGMENTED CIRCLE.
A 110-002	NO INTERSECTION TKOFS.
A 110-003	FOR CD IF UNA TO CTC ON FSS FREQ, CTC ALBUQUERQUE ARTCC AT 505-856-4561.
A 110-004	EMERG ACFT AND POWERPLANT REPAIR AVBL CALL 575-544-3660.

111 INSPECTOR: (C) 112 LAST INSP: 03/24/2020 113 LAST INFO REQ:

FAA FORM 5010-1 (3/96) SUPERSEDES PREVIOUS EDITION

HISTORY OF THE AIRPORT

Albany Airport, *America's First Municipal Airport* consisted of an airfield developed in 1909 along the Hudson River on what is now known as Westerlo Island, in the southeastern portion of the City of Albany. At one time, the airport was named Quentin Roosevelt Field in memory of President Theodore Roosevelt's son, Quentin, who was killed while flying in France during World War I.

The airport played an integral role in the early history of American aviation when Glen H. Curtiss flew from Albany to New York City on May 29, 1910. This achievement, which was the first sustained flight between two major American cities, opened the way to airmail and passenger flights, and thus the establishment of commercial aviation in this country. It is noteworthy that Charles Lindberg landed his *Spirit of St. Louis* at Quentin Roosevelt Field on July 27, 1927 following his completion of the first nonstop solo flight from New York to Paris.

Shortly before Lindbergh's landing at Albany, plans were being considered to relocate the airfield to land owned by the Watervliet Shakers in what is now the Town of Colonie. Eventually, the Airport was moved to its current location and officially opened as Albany Municipal Airport on October 1, 1928, giving it the distinction of being America's first municipal airport.
Albany Municipal Airport was owned and operated by the City of Albany until 1960. At that time, the city determined that it could no longer afford to finance the airport, and ultimately sold the facility to Albany County for $4,437,000. The County embarked on the construction of a terminal building in 1959. The terminal opened in 1962 and was regarded as the beginning of a new era for the airport.

Construction of a second terminal building, offering the first enclosed jet ways at the Airport, was started in 1979 and completed in 1982; as was the last of several runway extensions which lengthened the original 3,000 foot and 4,000 foot runways to 6,000 and 7,200 feet, respectively. The airport then was able to routinely handle large aircraft including 727s, 737s, and DC-9s. Through the years many presidents, either as candidates or in office, have visited Albany Airport. These include Franklin D. Roosevelt, John F. Kennedy, Richard Nixon, William J. Clinton, and Barack H. Obama. In November 1994, and September 2009, 2011 and 2012 the President of the United States visited Albany traveling on Air Force I, a 747 aircraft.

The progressive growth and development of Albany County Airport has also been evidenced by the number of airlines operating out of Albany. When the main terminal opened in the early 1960s, the airport was served by only four carriers. Over the next 35 years, passenger levels increased from 400,000 in 1964 to over 2.1 million in 1994. In 1994, Albany was served by eight commercial airlines and six commuter carriers. Currently Albany is served by five commercial airlines and 17 commuter carriers.

ALBANY AIRPORT AUTHORITY CREATED

The Authority was created in 1993 pursuant to the Albany County Airport Authority Act, Title 8, as amended, of the State of New York Public Authorities Law (Act). The County of Albany (County) and the Authority entered into a permanent Airport Lease Agreement dated December 5, 1995, which became effective May 16, 1996 following approval by the Federal Aviation Administration (FAA) for the transfer of the sponsorship of the Airport from the County to the Authority. Under the lease agreement, for a term expiring December 31, 2049, the County leases to the Authority the Airport, including all lands, buildings, structures, and easements, right of access, and all other privileges and appurtenances pertaining to the Airport. The Airport is a body corporate and politic constituting a public benefit corporation established and existing pursuant to the Act. The State created the Authority in order to promote the strengthening of and improvements to the Airport and to facilitate the financing and construction of the initial Terminal Improvement Project (TIP), other subsequent capital improvement plans, and give the Authority the power to operate, maintain and improve the Airport.

On March 15, 1994, the County transferred net assets equal to $46,824,500 from the County to the Authority.

In March 1998 the airport was renamed the Albany International Airport in recognition of past and projected increased activity at the airport and to recognize the presence of the Federal Inspection Services operated by the U.S. Customs and Border Protection Agency.

Under a subsequent amendment to the Agreement dated June 29, 2005, the Authority leases two additional parcels totaling approximately 3.4 acres that the Authority developed for additional parking. The Authority paid the County as of that date $478,500 as consideration.

737 Albany Shaker Road
Albany International Airport
Terminal Building, Third Floor
Albany, New York 12211

518.242.2200
www.flyalbany.com

AGENDA ITEM NO. 15

Review and approval of the Authority's PROCUREMENT CONTRACT GUIDELINES, OPERATIVE POLICY, PETTY CASH ACCOUNTS AND INSTRUCTIONS (Procurement Guidelines) adopted December 14, 2015 and last reviewed December 9, 2020.

AGENDA ITEM NO: 15
MEETING DATE:

ALBANY COUNTY AIRPORT AUTHORITY
REQUEST FOR AUTHORIZATION

DEPARTMENT: *Finance*

Contact Person: *Michael Zonsius, Chief Financial Officer*

PURPOSE OF REQUEST:

Review and approval of the Authority's PROCUREMENT CONTRACT GUIDELINES, OPERATIVE POLICY, PETTY CASH ACCOUNTS AND INSTRUCTIONS (Procurement Guidelines) adopted December 14, 2015 and last reviewed December 9, 2020.

CONTRACT AMOUNT:

Base Amount:	***$ N/A***
Change Orders/Amendments:	***N/A***
Total Contract Amount:	***N/A***

BUDGET INFORMATION:

Anticipated in Current Budget: Yes____ No___ NA √

FISCAL IMPACT - FUNDING (Dollars or Percentages)

Federal ___ State_____ Airport _____ NA √

JUSTIFICATION:

The procurement contract guidelines were last reviewed, amended and approved December 9, 2020. The New York State Authorities Budget Office requires that the Authority annually disclose if the procurement guidelines have been annually reviewed, amended if needed, and approved by its governing Board. The procurement guidelines are presented herewith for review and approval.

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION:

Recommend approval.

BACK-UP MATERIAL:

Memo dated December 6, 2021 outlining changes to the Procurement Guidelines

Copy of Procurement Guidelines as last reviewed December 9, 2020.

TO: ACAA Board Members

FROM: Michael F. Zonsius, CFO

Date: December 6, 2021

RE: Annual Approval of the Procurement Contract Guidelines, Operative Policy, Petty Cash Accounts and Instructions

Changes to the Procurement Contract Guidelines, Operative Policy, Petty Cash Accounts and Instructions are recommended as follows:

Changed: Appendix A, Goods, Materials and Supplies, phone quotes for $1,000-$4,999 decreased from 3 to 1.

Changed: Appendix A, Other Administrative Contracts, phone quotes for $1,000-$4,999 decreased from 3 to 1.

Changed: Appendix A, Purchased Services, phone quotes for $0-$4,999 decreased from 3 to 1.

ALBANY COUNTY AIRPORT AUTHORITY
(ACAA)

PROCUREMENT CONTRACT GUIDELINES,
OPERATIVE POLICY,
PETTY CASH ACCOUNTS AND INSTRUCTIONS

Adopted December 14, 2015
(Last Reviewed and Approved December 9, 2020)

ALBANY COUNTY AIRPORT AUTHORITY

PROCUREMENT CONTRACT GUIDELINES, OPERATIVE POLICY, PETTY CASH ACCOUNTS AND INSTRUCTIONS

December 14, 2015

Article I. Purpose and Applicability

1.0 These Procurement Contract Guidelines ("Guidelines"), adopted pursuant to Public Authorities Law Sections 2824 and 2872, set forth the operative policies of the Authority and instructions to its officers and employees regarding the use, awarding, monitoring, and reporting of Procurement Contracts.

1.1 These Guidelines apply to any Procurement Contract entered into after they become effective pursuant to the provisions of Section 2824 of the Public Authorities Law.

1.2 The ACAA reserves the right to contract with other public corporations, state agencies, and the federal government without being bound to these procurement guidelines.

Article II. Definitions

2.1 As used in these Guidelines, **"Purchase Order"** or **"Purchase Contract"** means a written order or contract for the acquisition of goods or services of any kind, in actual or estimated amount without limit. Purchase orders may be authorized by receiving telephone or written quotations and shall include the procurement of memberships, incidental equipment and repairs, travel and tuition reimbursement, direct purchases of emergency services, equipment or supplies. A wide variety of goods and services may be acquired using purchase orders.

2.2 As used in these Guidelines, **"Procurement Contract"** means a Purchase Order or Purchase Contract for the acquisition of goods or services of any kind, in the actual or estimated amount of $12,500 or more. A Procurement Contract shall **not** include: an agreement for the purchase of the Authority bonds, purchase of investments, a derivative contract, insurance or indemnification contract, memberships in various industry groups, professional societies, and similar cooperative associations, nor any cooperative projects and procurement activities, conducted or sponsored by such organizations, in which the Authority participates; direct purchase advertising with radio, television or print media; tuition, conferences, seminars and other comparable activities; or transportation or other travel-related expenses.

2.3 As used in these Guidelines, **"Professional Services Contract"** means a Procurement Contract to provide a personal service of a consulting, professional, or technical nature to the Authority for a fee, commission, or other compensation by a person or organization.. Such personal service shall be in relation to the Authority's operation, management, and administration of its offices or personnel; acquisition, construction, management, operation, maintenance, or disposition of facilities under its ownership or control; or dissemination of publications or other information. Personal services of a consulting, professional, or technical nature include, but are not limited to, legal, accounting, management consulting, planning, training, statistical, research, public relations, architectural, engineering, surveying, or other similar personal services.

2.4 As used in these Guidelines, "**Construction Contracts**" mean Procurement Contracts to perform new construction work.

2.5 As used in these Guidelines, "**Other Administrative Contracts**" mean Procurement Contracts to provide services to support the Authority's administrative functions for a fee, commission, or other compensation by a person or organization. Other Administrative Contracts include, but are not limited to, equipment maintenance contracts, building maintenance contracts, leases, insurance, telecommunications, or other similar services, but do not include Personal Services Contracts.

2.6 As used in these Guidelines, "**Goods, Materials and Supplies Contracts**" mean Procurement Contracts for the purchase of goods, materials and supplies such as, but not limited to, office supplies, furniture, computer equipment, vehicles, other equipment, commodities and other miscellaneous items of physical property.

2.7 As used in these Guidelines, "**Contractor**" means a person or organization that enters into a Procurement Contract with the Authority.

2.8 As used in these Guidelines, "**Minority Business Enterprise**" means any business enterprise, including a sole proprietorship, partnership, or corporation, that is:

(a) at least 51 percent owned by one or more Minority Group Members or in the case of a publicly-owned business at least 51 percent of the common stock or other voting interests of which is owned by one or more Minority Group Members;

(b) an enterprise in which the minority ownership is real, substantial, and continuing;

(c) an enterprise in which the minority ownership has and exercises the authority to control independently the day-to-day business decisions of the enterprise; and

(d) an enterprise authorized to do business in New York State, independently owned and operated, and not dominant in its field.

2.9 As used in these Guidelines, "**Minority Group Member**" means a United States citizen or permanent resident alien who is and can demonstrate membership in one of the following groups:

(a) Black persons having origins in any of the Black African racial groups not of Hispanic origin;

(b) Hispanic persons of Mexican, Puerto Rican, Dominican, Cuban, Central or South American of either Indian or Hispanic origin, regardless of race;

(c) Asian and Pacific Islander persons having origins in any of the Far East, Southeast Asia, the Indian sub-continent or the Pacific Islands; or

(d) Native American persons having origins in any of the original peoples of North America.

2.10 As used in these Guidelines, **"Women-Owned Business Enterprise"** means a business enterprise, including a sole proprietorship, partnership, or corporation which is:

(a) at least 51 percent owned by one or more United States citizens or permanent resident aliens who are women or in the case of a publicly-owned business at least 51 percent of the common stock or other voting interests of which is owned by United States citizens or permanent resident aliens who are women;

(b) an enterprise in which the ownership interest of women is real, substantial, and continuing;

(c) an enterprise in which the women ownership has and exercises the authority to control independently the day-to-day business decisions of the enterprise; and

(d) an enterprise authorized to do business in New York State, independently owned and operated, and not dominant in its field.

2.11 As used in these guidelines, **"Competitive Procurement Method"** shall include: (i) solicitations, bids, requests for proposals, requests for information, requests for quotations and requests for qualifications; (ii) procurement made pursuant to centralized contracts let by other public entities pursuant to a competitive process, including those contracts of the New York State Office of General Services; (iii) procurement of commodities from a Contractor where the price to be charged by the Contractor is less than that which would be charged for the purchase substantially similar in function, form or utility made pursuant to a centralized contract let by the New York State Office of General Services or when other contract terms such as delivery or warranty terms are more economically beneficial; or (iv) any other competitive method of procurement that is consistent with these guidelines.

2.12 As used in these guidelines, **"Authority"** means the Albany County Airport Authority.

Article III. Use of Professional Services Contracts, Other Administrative Services Contracts and Emergencies (Refer to Appendix 'A')

3.0 It is the general policy of the Authority to use its own officers, employees and Airport management contractors, in the performance of required professional services and other services insofar as practical. At the same time, the Authority recognizes that it can be preferable to contract for certain personal services for a number of good reasons. In addition, the Authority's development programs usually depend on performance of the work by outside Contractors, and economic development programs may sometimes do so, requiring the use of Contracts.

3.1 Professional Services Contracts or other Administrative Contracts may be entered into for one or more of the following reasons: special expertise or unusual qualifications not available within the Authority; nature, magnitude, or complexity of services provided; lack of resources, support staff, or specialized facilities or equipment within the Authority within the time period during which the services are required; lower cost; short term or infrequent need for the services, insufficient to warrant permanent Authority staffing; performance of a function requiring independence from Authority management (e.g., independent auditors); or distance of the location or locations where the services must be performed from Authority offices or facilities.

3.2 Before entering into a Professional Services Contract or other Administrative Contracts, the Authority should consider whether the contemplated services can be performed adequately, cost-effectively, and on a timely basis by staff within the Authority.

3.3 The role of an airport dictates that the operation be maintained on a continuous basis without interruption. From time to time, the Chief Executive Officer may determine that **Emergency Purchases** or contracts be issued to keep the Airport safe, secure and when it is in the best interest to preserve order or public health and Airport facilities. Also, when the immediate restoration of a condition of usefulness of a building, equipment or roadway or utilities is necessary. Such emergency services exceeding $50,000 shall be presented to the Authority Board at its next regularly scheduled meeting. Emergency Purchases are a category of "Sole Source".

3.4 From time to time the Airport Chief Executive Officer may determine that **Exigent Circumstance** have made the acquisition of particular Products, Goods and or Services urgent to ensure the continued efficient operation of the Airport. Prospect of interruption to or obstruction of the Airport Authority's efficient operation or adequate provision of service, arising from an unforeseen circumstance are examples of Exigent Circumstances. Exigency is a subcategory of "Sole Source" and the Chief Executive Officer may authorize purchases up to $50,000 in order to relieve Exigent Circumstances.

3.5 The Maximum Hourly Contractor Rate for Professional Services will be equivalent to four times the highest paid ACAA employee rate. This article may be waived at the discretion of the CEO.

Article IV. Requirements Regarding Selection of Contractors

4.0 The Authority shall use its best efforts to secure offers from Contractors by using a Competitive Procurement Method and to select from such offerers the Contractor offering the most favorable terms, weighing expected ability to perform against projected costs. To this end, the Authority shall:

(a) solicit offers **in writing** from several persons or organizations known, believed, or reputed to be qualified in the area of supplying the goods, personal services, or other administrative services to be provided or performed, except that for administrative purchases authorized by **Section 4.2**, such quotations may be secured by telephone solicitations where time constraints do not permit securing a written bid and for procurement of catalog and other items generally purchased in the ordinary course of business or which do not require a detailed bid or description of materials or specifications.

(b) evaluate those offers received on the basis of such information as the Authority has received on, as may be relevant, each offerer's technical or professional qualifications, financial stability, past performance for the Authority, staff, equipment, and facilities availability, experience, reputation, and other factors bearing on expected capability and quality of performance, possible conflicts of interest, and contract price or fee structure; and

(c) document the processes by which a Contractor is selected, by making a record summarizing the nature and scope of the goods, personal services, or other administrative services sought, the name of each person or organization submitting, or requested to submit, a bid or proposal, the price or fee bid, and the basis for selection of the Contractor.

4.1 In any instance, the members of the Authority Board may, by Resolution, waive the use of the procedure for selecting Contractors outlined in Section 4.0 if they determine such waiver to be in the best interest of the Authority.

4.2 The Authority, upon adoption of these Guidelines, hereby waives use of the procedures for selecting Contractors outlined in section 4.0 in those instances when:

(a) the goods, personal services, Authority program work, or other administrative services involved are expected to cost $5,000 or less;

(b) for any Authority work, the contract is based upon an unsolicited proposal, submitted at the sole initiative of the offerer, not duplicating work then being performed and involving unique, innovative, or unusual meritorious methods or ideas. Proposals in this category exceeding $50,000 shall require approval of the Authority Board;

(c) the Chief Executive Officer determines that:

(i) the interest of the Authority for timely procurement of the goods, personal services, Authority work, or other vendor involved requires the selection of a Contractor pursuant to emergency procedures, as defined in Article 3.3;

(ii) even though two or more Contractors could supply the required goods, personal services, Authority work, or other administrative service, one particular Contractor has unique or exceptionally scarce qualifications or experience, specialized equipment, or facilities not readily available from other sources, or patents, copyrights, or proprietary data; or

(iii) there is only one source for a required good, personal service, Authority work, or other administrative service;

provided, that in those instances the Authority shall nonetheless make a record summarizing the nature and scope of the goods, personal services, Authority program work, or other administrative service involved, the name of the Contractor, the contract price or fee, and the basis for waiver and selection of the Contractor.

4.3 A contract may be extended with the same terms and conditions contained in the original contract approved and awarded by the Airport Authority. An extension clause must be part of the original contract with the awarded vendor. The Authority, upon adoption of these Guidelines, hereby authorizes the Chief Executive Officer authority to approve contract extensions.

4.4 The Chief Executive Officer may approve an amendment to a contract where the amount of the proposed amendment(s) are within the limits established in Appendix 'B'.

4.5 Independent auditors for the Authority shall be retained only with the prior approval of the members of the Authority.

4.6 The Authority may use its Competitive Procurement Methods to select multiple Contractors to provide goods, personal services, Authority work, and other administrative services. Individual task work orders may be awarded to these Contractors on an as-needed basis.

Article V. Compliance with State Finance Law Sections 139-j and 139-k in the Selection of Contractors; Contractor Responsibilities and Types of Contract Provisions

5.0 The Authority shall comply with the requirements of State Finance Law Sections 139-j and 139-k in its selection of Contractors. Solicitations shall identify Authority Contacts, require bidders to disclose any prior determination of non-responsibility, and to provide the other information required by State Finance Law Sections 139-j and 139-k.

The responsibilities of a Contractor, including continuing responsibilities under State Finance Law Sections 139-j and 139-k, shall be detailed in the contract. Contract provisions shall address the nature and scope of the goods, personal services; the standard for performance, if practical; the duration of the work; any relevant time requirements or deadlines; and the amount of compensation to be paid or the price, rates, or fees which will be used to determine such compensation. Personal Services Contracts and other Contracts shall also include provisions on monitoring of the work to be performed; provisions governing the Contractor's use of Authority supplies, facilities, or personnel, if permitted; any provisions required by applicable law; and any other provisions the Authority deems necessary or desirable.

Article VI. Minority and Women-Owned Business Enterprises

6.0 It is the policy of the Authority to foster and promote participation of Minority Business Enterprises and Women-Owned Business Enterprises in its procurements and the development of such enterprises and to facilitate a fair share of the awarding of Procurement Contracts to such enterprises. In contracting, the Authority shall use its best efforts to give Minority Business Enterprises and Women-Owned Business Enterprises an opportunity to compete for Authority business, by soliciting or requesting offers from minority and women-owned businesses known to have experience in the type of goods, personal services and other administrative services involved. Written solicitations or requests for bids or proposals for Procurement Contracts should include a statement of the Authority's affirmative action policy. The Authority will consult with the Division of Minority and Women's Business Development and the Authority's DBE Liaison for assistance in identifying such enterprises, and refer to any known list maintained by any other State department or agency that identifies Minority Business Enterprises or Women-Owned Business Enterprises by area of expertise.

6.1 In the case of federally funded projects, the Authority shall comply with its Disadvantaged Business Enterprise Program, or any successor program, which may be required as a condition of such federal funding.

Article VII. Discretionary Spending

7.0 All discretionary spending must comply with Federal rules and guidance on permitted and prohibited use of airport revenue. The U.S. Congress has established the general requirements for the use of airport revenue and has identified the permitted and prohibited uses of airport revenues. These statutory requirements are incorporated in the standard grant assurances and have been interpreted by the FAA including the FAA's General Counsel's Office, and the FAA's Office of the Secretary, in policy statements and compliance decisions. It is the responsibility of the Albany County Airport Authority to ensure all purchases comply with the FAA rules and guidance established for use of Airport Revenue. Specific guidance from the FAA on the statutes, grant assurances, and policies that outline the permitted and prohibited uses of airport revenue to ensure that sponsors are not in violation of their federal obligations in the use of their airport revenue are found in FAA Airport Compliance Manual - Order 5190.6B, as may be amended from time to time.

7.1 Purchases of goods and services below $50,000 that are not deemed an emergency or an exigency shall be made in accordance with the chart shown in APPENDIX A, unless an award is made to a firm that is a currently Certified Minority or Woman owned Business Enterprise (MWBE) and which in the judgment of the CEO will be providing goods and services at a fair market value to the Authority and such purchase will assist the Authority in meeting its annual MWBE purchase goal adopted pursuant to Article 15A of the Executive Law.

Article IX. Procurement Cards

8.0 The Authority makes limited use of Procurement Cards to situations where it is most practical to make a purchase using a procurement card. Examples of such situations include but are not limited to purchase of travel, lodging, meals and small purchases from vendors where it is not efficient to establish customer credit with the vendor.

8.1 Issuance of Procurement Cards will be authorized by the Chief Financial Officer. Procurement Cards may not be used for personal expenses.

8.2 The Chief Financial Officer will distribute a monthly report of purchases made by each procurement card holder who must complete and return a completed Credit Card Purchase Report with all receipts attached and a signed affirmation that all charges incurred on the Airport Authority Credit Card assigned to the user as itemized therein are for the approved purposes of the Albany County Airport Authority and are correct as stated. The Chief Executive Officer shall review and approve each procurement card users purchase report.

Article IX. Petty Cash

9.0 Petty Cash shall be used for small purchases, such as postage and incidental supplies, freight and express, and similar items for which it is not practical to issue a purchase order or cannot be obtained from Blanket Purchase Contract suppliers. A single transaction shall not exceed $50.00.

9.1 Petty Cash shall not be used for cashing checks for employees or tenants, making loans to employees, or for salary advances.

9.2 The Chief Financial Officer shall establish a Petty Cash Fund in the amount of $250.00.

9.3 The Chief Accountant or their designee shall be the custodian of the Petty Cash Fund. The Petty Cash Fund shall be in the sole custody of a single employee and no other official or employee shall have access to the fund except for periodic audits and cash count in the presence of the Custodian except under the conditions set by section 7.4.

9.4 The Chief Accountant may act as Custodian in the absence of the appointed Custodian. However, when it is necessary to transfer the custodianship of the Petty Cash Fund, either temporarily or permanently, the Petty Cash Fund shall be audited and reconciled by an employee other than the Custodian and the Petty Cash Fund shall be reimbursed prior to the transfer. The transfer shall be documented by letter from the Chief Financial Officer or the Chief Accountant relieving the old Custodian of responsibility of the Petty Cash Fund and appointing a new Custodian for the Fund.

9.5 The Petty Cash Fund shall be maintained on a current basis.

9.6 Employees shall secure approval from the Custodian of the Petty Cash Fund or the Purchasing Agent prior to committing or making a purchase. The failure of any employee to obtain prior approval shall result in non-reimbursement of funds to the employee. The approval of a petty cash request shall be based upon the discretionary evaluation of the Custodian. However, the Custodian may make any inquiries, as necessary, to determine if the request should be approved, including a requirement of authorization from the relevant Department Head. Upon an eligible request, the Custodian of the Petty Cash Fund shall be required to issue, in numerical sequence, a pre-numbered voucher documenting the commitment or use of Petty Cash funds. Employees shall not take advanced petty cash from the premises after work hours and, if not used on the day of issue, shall return the funds back to the Custodian of the Petty Cash fund. No item will be reimbursed from petty cash beyond 30 days after the date of purchase. Voided vouchers shall be retained for accountability purposes.

9.7 All petty cash forms and authorizations must be completed in ink, and only the original receipt will be accepted for proof of purchase.

9.8 Upon presentation of an invoice or sales slip signed by the authorized employee, the Custodian of the Petty Cash Fund shall make reimbursement.

9.9 The Petty Cash Fund shall be balanced and replenished at least quarterly or more often, if needed, but shall always be done on the last day of the fiscal year.

9.10 The Custodian of the Petty Cash Fund shall be required to submit a Petty Cash Report to the Chief Accountant prior to replenishing the Petty Cash fund. At a minimum, the Petty Cash Report shall contain the following information for each transaction:

1. the voucher;
2. a brief description of the item(s) and/or purpose;
3. the date of transaction;
4. the name of the purchaser;
5. the amount of the purchase;
6. any replenishments of cash to the fund since the last reporting period; and
7. the beginning and ending balance of funds for the reporting period.

The Chief Financial Officer shall issue a check for the total amount of the vouchers and the check shall be cashed for replenishment by the Custodian of the Petty Cash Fund. The Petty Cash voucher, voided vouchers, invoices or other receipts shall be attached to the replenishment voucher check copy. Upon reimbursement of the Petty Cash Fund, all supporting documents shall be canceled to prevent duplicate reimbursement. Cancellation shall be made by entering on each document the date and number of the voucher check issued to reimburse the Petty Cash Fund.

9.11 The Chief Accountant or authorized appointee, other than the Custodian, shall examine the Petty Cash Fund periodically and randomly to avoid abuse and misuse. An audit of the Petty Cash Fund and associated reports shall be performed annually by the Chief Accountant and a report of findings shall be delivered to the Chief Financial Officer and Chief Executive Officer.

9.12 The Petty Cash Reports shall be kept on file for a period of time provided in the applicable Records Retention Policy.

9.13 The Custodian of the Petty Cash Fund shall ensure the security of the petty cash. A lockable cash box shall be used and shall be kept in a secure location. Each Custodian shall be issued one keyand a spare shall be kept in the key files. No other keys shall be issued. Loss of a key shall necessitate the re-keying of the cash box lock.

Article X. Payment

10.0 The Authority utilizes an electronic Requisition and Purchase Order Process. Purchases of Products, Goods and Services must be made on the issuance of a written Purchase Order delivered by the Purchasing Agent or a Contract issued by the Authority.

10.1 Payment for all Purchases and Procurement Transactions will be made by the Chief Financial Officer upon receipt of sufficient evidence, including Vendor Invoice, that Goods and/or Services have been received and or properly performed and the purchase of the Goods and or Services complied with this procurement policy and as well as applicable laws, rules, and regulations and terms and conditions imposed by any grant agreement and the Authority's Master Bond Resolution.

Article XI: Compliance With Other Rules & Regulations

11.0 Records related to all purchases, procurements and payments will be maintained in accordance with the Records Retention and Disposition Schedule applicable to the Authority as established and maintained by the New York State Archives under Article 57-A, Arts and Cultural Affairs Law which is known as the **Local Government Records Law.**

11.1 Annually the Chief Financial Officer shall cause an assessment of the effectiveness of Internal Control to be performed as required by Section 2800 of the Public Authorities Law. Compliance with these procurement guidelines will be included in the annual assessment of the effectiveness of internal control.

Article XII. Miscellaneous Provisions

12.0 No violation of or failure to comply with the provisions of these Guidelines shall be deemed to alter, affect the validity of, modify the terms of, or impair any Procurement Contract; nor shall any provision of these Guidelines or any violation of or failure to comply with such provisions be the basis for any claim against the Authority or any member, officer, or employee of the Authority. In any instance where these Procurement Guidelines contain an ambiguity or require clarification, the CEO may revise to provide clarity but shall not materially alter their intent.

12.1 The Authority may, from time to time, amend these Guidelines, provided that no such amendment shall be deemed to alter, affect the validity of, modify the terms of, or impair any existing Procurement Contract.

12.2 All purchases shall be subject to accounting review for compliance with the Procurement Guidelines and budget. Records shall be maintained for audit and Board review.

APPENDIX A

Albany County Airport Authority
Procurement Approval Policy

Procurement Thresholds	Phone Quotes	Written Quotes	Req.for Proposal/ Request for Bid	Approvals (1)		
				CFO	CEO (2)	ACAA Board
Goods, Materials and Supplies						
Petty Cash				√		
$0 - $999	1				√	
$1,000 - $4,999	1				√	
$5,000 - $24,999		3			√	
$25,000 - $50,000			√	√	√	
Over $50,000			√	√	√	√
Other Administrative Contracts						
$0 - $999	1				√	
$1,000 - $4,999	1				√	
$5,000 - $24,999		3			√	
$25,000 - $50,000			√	√	√	
Over $50,000			√	√	√	√
Purchased Services						
$0 - $4,999	1				√	
$5,000 - $24,999		3			√	
$25,000 - $50,000			√	√	√	
Over $50,000			√	√	√	√
Professional Services					√	
$0 - $24,999					√	
$25,000 - $50,000			√	√	√	
Over $50,000			√	√	√	√
Construction Contracts (POs & Contracts)						
$0 - $29,999		3		√	√	
$30,000 - $50,000			√	√	√	
Over $50,000			√	√	√	√
Emergency Contracts					*** CEO Board Report Required**	

(1) All approvals are cumulative, except in cases of ACAA Board approvals which shall be controlling.

(2) CEO shall be provided periodic reports for budget conformity for purchases greater than $12,500.

APPENDIX B

Albany County Airport Authority
CEO Approval of Contract Changes

The Chief Executive Officer (CEO) may approve a change in the total amount of a contract approved by the Authority Board where the amount of the proposed change or cumulative changes approved by the CEO do not exceed the following amounts based upon original contract size:

Original Contract Value	Maximum Contract Change Order CEO May Approve is
	Dollar Value
$1,500,000+	$50,000 or 2.5% *
$1,000,000-$1,499,999	$37,500
$500,000-$999,999	$32,000
$250,000-$499,999	$25,000
$0-$249,999	$20,000

* Greater of $50,000 or 2.5%

Amendments

2019-01	Section 3.5 added The Maximum Hourly Contractor Rate for Professional Services will be equivalent to four times the highest paid ACAA employee rate.
2020-01	Added to Section 3.5 This article may be waived at the discretion of the CEO.
2021-01	Changed: Appendix A, Goods, Materials and Supplies, phone quotes for $1,000-$4,999 decreased from 3 to 1.
2021-02	Changed: Appendix A, Other Administrative Contracts, phone quotes for $1,000-$4,999 decreased from 3 to 1.
2021-03	Changed: Appendix A, Purchased Services, phone quotes for $0-$4,999 decreased from 3 to 1.

Old Business

New Business

Executive Session

Attorney-Client Privilege Matters