

**2011-2012
ADMINISTRATION / OPERATIONS BUDGET
COUNTY AIRPORT FUND
STATEMENT OF CASH AND ESTIMATED REVENUE AVAILABLE FOR THE BUDGET**

A.	CASH AND INVESTMENTS (On Hand June 30, 2011)		\$ 200,000
	Less:		
	Unpaid Bills on June 30, 2011	\$ 13,000	
	Administration/Operations Reserve Fund	\$ 50,000	
	Total Amount To Be Deducted		<u>(63,000)</u>
	UNENCUMBERED CASH BALANCE JUNE 30, 2011 AVAILABLE FOR BUDGET		<u><u>137,000</u></u>
B.	ESTIMATED REVENUE		
	1. Other Than Tax Revenues	<u>494,375</u>	
	(See A-1)		

SUMMARY OF CASH AND ESTIMATED REVENUE AVAILABLE AND REQUIREMENTS FOR THE BUDGET

TOTAL REQUIREMENT			<u>808,459</u>
Less:			
	Cash Available	<u>137,000</u>	
	Anticipated Revenue	<u>494,375</u>	
	TOTAL		<u><u>631,375</u></u>
	AMOUNT TO BE FUNDED BY COUNTY		<u><u>\$ 177,083</u></u>

Revised

3/14/2011
3/16/2011
3/17/2011
3/18/2011
3/25/2011
3/28/2011
4/5/2011
4/6/2011
4/12/2011
6/21/2011
7/14/2011

**COUNTY AIRPORT FUND
SUMMARY OF AIRPORT APPROPRIATIONS
BUDGET 2011-2012**

	PRIOR YR. 2010-2011 <u>BUDGET</u>	PROJECTED 2010-2011 <u>EXPENSE</u>	2011-2012 DEPARTMENT <u>REQUEST</u>	FINAL APPROVAL BY BOARD
C-1 Administration	\$ 636,696	\$ 600,603	\$ 681,454	\$ 681,454
C-2 Operation	126,005	98,944	127,005	127,005
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Total Airport Fund Appropriations	762,701	699,547	808,459	808,459
Cash Reserve	80,000	80,000	50,000	50,000
TOTALS	<u>\$ 762,701</u>	<u>\$ 699,547</u>	<u>\$ 808,459</u>	<u>\$ 808,459</u>

**COUNTY AIRPORT FUND
ESTIMATED REVENUES OTHER THAN TAX REVENUES
SCHEDULE A-1 2011-2012**

<u>ACCOUNT NUMBER</u>	<u>SOURCE</u>	<u>PRIOR YR. 2010-2011 BUDGET</u>	<u>PROJECTED 2010-2011 REVENUE</u>	<u>2011-2012 ESTIMATED REVENUE</u>	<u>FINAL APPROVAL BY BOARD</u>
5608	Landing Fees	\$ 27,603	\$ 31,892	\$ 24,757	\$ 24,757
5609	Terminal Rents	48,960	47,107	50,684	50,684
5610	Fuel Flowage Fees	46,940	47,377	48,600	48,600
5611	FBO Revenue	54,836	57,235	56,996	56,996
5612	Hangar Rentals	54,367	56,135	58,414	58,414
5613	Commercial Park	149,227	147,433	161,516	161,516
5614	Vending / Concessions	5,500	4,508	5,500	5,500
5615	Rental Cars	30,568	34,557	28,608	28,608
5618	Interest Income	11,250	1,742	5,500	5,500
5624	Agriculture	37,500	49,551	37,500	37,500
5633	4 Cent Gas Tax Rebate	17,200	16,223	16,000	16,000
5652	WAC Marketing Grant	5,000	1,750	-	-
5655	Miscellaneous	300	3,104	300	300
	SUBTOTALS	\$ 489,251	\$ 498,614	\$ 494,375	\$ 494,375
5650	*County Fund	173,374	150,000	177,083	177,083
	TOTALS	\$ 662,625	\$ 648,614	\$ 671,459	\$ 671,459

* Identified on front page

**COUNTY AIRPORT FUND - ADMINISTRATION - C-1
BUDGET 2011-2012**

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>PRIOR YR. 2010-2011 BUDGET</u>	<u>PROJECTED 2010-2011 EXPENSE</u>	<u>2011-2012 DEPARTMENT REQUEST</u>	<u>FINAL APPROVAL BY BOARD</u>
6701	Salaries (Full Time)	\$ 345,276	\$ 329,959	\$ 357,157	\$ 357,157
6704	Contract Labor/Temporary Salaries	-	-	1,000	1,000
6705	Janitorial Supplies & Equipment	5,000	3,896	5,000	5,000
6706	ARFF / Operations Office Supplies	1,500	1,250	1,250	1,250
6709	Meetings and Public Relations	5,000	3,603	5,000	5,000
6710	Clothing and Uniforms	1,000	-	1,000	1,000
6713	Social Security	26,414	25,124	27,323	27,323
6714	Vending / Concession	3,000	2,553	3,000	3,000
6717	Retirement	38,844	46,202	50,431	50,431
6721	Workers Compensation	5,533	7,662	10,139	10,139
6725	Health Insurance	88,680	76,723	92,724	92,724
6729	Utilities	56,760	48,534	56,760	56,760
6730	Sewer/Water/Garbage	10,604	9,303	12,000	12,000
6731	Telephone	4,500	4,308	4,740	4,740
6732	Postage	1,200	700	1,200	1,200
6733	Office Supplies	2,500	1,658	2,500	2,500
6734	Office Equipment & Furniture	4,350	2,813	4,350	4,350
6735	Bank Service Charge	-	-	7,800	7,800
6737	Dues & Subscriptions	1,665	2,013	1,100	1,100
6741	Insurance	12,320	9,515	10,480	10,480
6745	Professional Fees	8,500	16,412	11,000	11,000
6747	Airport/Air Service Marketing	10,000	4,510	2,500	2,500
6749	IT Services and Upgrades	4,000	3,395	11,000	11,000
6760	Office Equipment - Repair & Maintenance	1,000	431	1,500	1,500
6703	Miscellaneous	500	39	500	500
SUBTOTAL (Administration)		\$ 638,146	\$ 600,603	\$ 681,454	\$ 681,454

COUNTY AIRPORT FUND - OPERATION - C-2
 BUDGET 2011-2021

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>PRIOR YR. 2010-2011 BUDGET</u>	<u>PROJECTED 2010-2011 EXPENSE</u>	<u>2011-2012 DEPARTMENT REQUEST</u>	<u>FINAL APPROVAL BY BOARD</u>
7903	Equipment & Vehicle Repair & Maintenance	\$ 18,000	\$ 14,573	\$ 18,000	\$ 18,000
7909	Contractual Equipment Rental	1,500	140	1,500	1,500
7915	New Equipment	1,500	1,380	2,000	2,000
7920	Fuel Fam Maintenance and Repair	5,000	6,647	5,000	5,000
7921	Building/Grounds Repair & Maintenance	35,000	34,410	35,000	35,000
7926	Airport Roads/ Parking Lot Repair & Maintenance	4,000	2,596	4,000	4,000
7927	Runway & Ramp Repair & Maintenance	14,000	700	11,000	11,000
7928	Wildlife Hazard Control	6,000	1,625	6,000	6,000
7929	Security Gates Repair & Maintenance	2,000	1,300	2,000	2,000
7933	Shop Expense	5,000	2,793	5,000	5,000
7939	Vehicle Fuel	22,000	25,660	25,000	25,000
7945	Agriculture	5,705	3,395	5,705	5,705
7951	ARFF Operations & Training	6,000	3,686	6,500	6,500
7963	Miscellaneous	300	39	300	300
	SUBTOTAL (Operations)	\$ 126,005	\$ 98,944	\$ 127,005	\$ 127,005
	TOTALS	<u>\$ 764,151</u>	<u>\$ 699,547</u>	<u>\$ 808,459</u>	<u>\$ 808,459</u>

**COUNTY AIRPORT FUND
ESTIMATED REVENUES 2011-2012**

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
5608	Landing Fees	24,757	Landings: Richland Aviation Great Lakes Aviation	25/month @ \$7.00 x 12 7/wk@21.93 + 20/wk@14.11*52 2,100 22,657
5609	Terminal Rents	50,684	Great Lakes Aviation FAA Terminal Office Space TSA Sign Products Century 21 BHJ Big Horn Airways Sign Powder Horn City of Sheridan/Kendrick Golf National Communication Systems Empty Office Area in Terminal Fly Shop of the Bighorns Bradford Briton Memorial Public Arts Committee Sheridan County Historical Society Marie Lowe, ERA Carroll Realty Dandy Candy	12 @ 2,657 12 @ 675 12 @480.00 12 @ 125.00 1 @ 435 1 @ 258.00 1 @ 352 1 @ 105 12 @ 106.7 12 @ 1 @ 135 1 @ 230 1 @ 150.00 1 @ 135.00 1 @ 260.00 1 @ 100 31,884 8,100 5,760 1,500 435 258 352 105 1,280 - 135 230 150 135 260 100
5610	Fuel Flowage Fee	48,600	Bighorn Airways (avg. 310,000 gal./year) Great Lakes Aviation (130,000 gal/year)	.14/gal .04/gal 43,400 5,200
5611	FBO / SASO Revenue	56,996	Bighorn Airways Falcon Flight Avcon Electronics RoCo, Inc	12 @ 741.70 4 @ 1,800, 8@ 2,070 12 @ 978 12 @ 1,050 8,900 23,760 11,736 12,600
5612	Hangar Rentals	58,414	A & B Hangars C Hangars D Hangars E Hangars F Hangars F1 Hangar Less 5% vacancy rate	10 @ 129x12 5 @ 230x12 4 @ 380x12 4 @ 140x12 3 @ 167x12 1 @ 103x12 (3,074) 15,480 13,800 18,240 6,720 6,012 1,236
	Subtotal	\$ 239,451		

**COUNTY AIRPORT FUND
ESTIMATED REVENUES 2011-2012**

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>		
5613	Commercial Park	161,516	Sensational Kids - Building #18	7 @ 600, 5 @ 700	7,700
			Spin-A-Lure	12 @ 182.25	2,187
			Weed & Pest	Per Agreement no rent until 2019	-
			Children's Trust (UPS)	12 @ 316	3,792
			DCI	12 @ 2,726.83	32,722
			Federal Express	12 @ 2,277	27,324
			Seven Pillars (Emit Technology)	12 @ 374	4,488
			Seven Pillars - Business Park Hangar	12 @ 230	2,760
			Sheridan Area Rural Fire Protection District	12 @ 500	6,000
			Seven Pillars / Business Park	12 @ 243	2,916
			Road and Bridge	1 @ 25,000	25,000
			Vista Investments, LLC	12 @ 1,422	17,064
			SAWS Pump Station	1 @ 2,042	2,042
			FAA Garage Lease	1 @ 593	593
			Search and Rescue	6 @ 1,200, 6 @ 1236	14,616
			ROVAR Avis - Commercial Park	12 @ 311	3,732
			Joe Scott Enterprises - NST Investments, LLC	12 @ 715	8,580
5614	Vending /Concessions	5,500	Pop/Candy Machines	1 @ 5,000; 1 @ 500	5,500
5615	Rental Cars	28,608	ROVAR, LLC - Avis/Big Horn Mountain - Terminal	12 @ 1,559	18,708
			ROVAR 8% Commission		7,500
			Enterprise - 10% Access Fees	12 @ 200	2,400
5618	Interest Income	5,500	WYO Star Investment, SSB, Late Fees	@ ± 1% Interest rate	5,500
5624	Agriculture	37,500	Approximately 500 Ton of Hay	500 ton @ \$65.00/Ton	32,500
			Pasture	1 @ 5000.00	5,000
5633	4 Cent Gas Tax Rebate	16,000	400,000 @ .04		16,000
5652	WAC Marketing Grant	-	Airport/Air Service Marketing/Promotion		-
5655	Miscellaneous Income	300	Unanticipated income throughout year		
	Total Revenue	\$ 494,375			

COUNTY AIRPORT FUND
ADMINISTRATION C-1 2011-2012

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
6701	Salaries	357,157	Full Time Salaries (See attached page 13) Overtime & Holiday Pay	332,517 24,640
6704	Contract Labor/Temporary Salaries	1,000	Various times during year (Office Assistant & Field Maintenance)	1,000
6705	Janitorial Supplies & Equipment	5,000	Supplies, paper products @ Terminal, Manager's Office, ARFF Station, Shop, Mops, buckets, brushes, filters, belts, hoses, cleaning tools	5,000
6706	ARFF / Operations Office Supplies	1,250	Copier supplies, printer ink, coffee, cups, binders, laundry soap, etc.	1,250
6709	Meetings and Public Relations	5,000	FAA/WAOA Meeting Expenses, Registration Fees, Travel, Office Errands Mileage, Employee/Staff Meetings, Airport PR etc.	5,000
6710	Clothing & Uniforms	1,000	Coveralls, Shirts, Hats, ARFF Patches	1,000
6713	Social Security	27,323	Based on Payroll @ 7.65%	
6714	Vending / Concessions	3,000	Purchase of pop/candy/snacks; maintenance on machines	3,000
6717	Retirement	50,431	Based on Payroll @ 14.12 %	
6721	Worker's Compensation	10,139	Based on Regular @ 2.74 %, Clerical @ .50%	
6725	Health Insurance	92,724	Health: 3 Family @ 1688 x 12 (employee pay \$337.58/month) 1 Employees Only @ 555 x 12 (employee pay \$110.91/month) 1 Employee/Spouse @ 1,232 x 12 (employee pay \$246.34/month) 2 Employee/Children @ 1009 x 12 (employee pays \$201.86/month) Delta Dental: 3 Family @ 84.40x 12 1 Employees only @ 26.70 x 12 2 Employee and Child @ 64.60 x 12 1 Employee and Spouse @ 53.50 x 12 United Life: 7 employees @ 12 x 12	48,636 5,328 11,832 19,392 3,348 720 1,728 732 1,008
6729	Utilities	56,760	Includes Utilities for ARFF Station, Managers Office, Fuel Farm and Terminal, Building 15 - 12 @ 4730	56,760
	Subtotal	\$ 610,784		

**COUNTY AIRPORT FUND
ADMINISTRATION C-1 2011-2012**

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
6730	Sewer/Water/Garbage	12,000	City Water & Sewer - 12 @ 675 Circle S Sanitation - Garbage - 12 @ 225 Pilot Toilet - 12 @ 100	8,100 2,700 1,200
6731	Telephone	4,740	AT&T - 12 @ 55.00 (two phones) ACT Emergency Line @ Terminal 12 @ 35.00 Bresnan Phones / Internet - 12 @ 300	720 420 3,600
6732	Postage	1,200	Federal Express, USPO (Stamps), Miscellaneous shipping	1,200
6733	Office Supplies	2,500	Copier supplies, Copy and printer paper, envelopes, binders, files, graphing, framing, film developing,	2,500
6734	Office Equipment & Furniture	4,350	Lease copy machine Office Furniture, File Cabinets, etc.	2,850 1,500
6735	Bank Service Charges	7,800	Service Charges on various Airport Bank Accounts	7,800
6737	Dues and Subscriptions	1,100	AAAE NW Chapter of AAAE WAOA Government Publications	275 125 500 200
6741	Insurance	10,480	Building and Vehicle Insurance (WARM) Local Government Liability Pool (LGLP)	6,220 4,260
6745	Professional Fees	11,000	Accounting Fees: Year End Compilation, Engineering: ALP updates, Surveying & Appraisal, Design, Geotech - Drug and Alcohol Testing, Help Ads, DBE Consulting, CIP Consulting, Grant Writing Public Official Surety Bond - Airport Manager Public Official Surety Bond - Bookkeeper	10,000 500 500
	Subtotal	\$ 55,170		

**COUNTY AIRPORT FUND
ADMINISTRATION C-1 2011-2012**

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
6747	Airport /Air Service Marketing	2,500	Fly Local Program Participation, Web Site Maintenance Airport / Air Service Marketing	2,500
6749	IT Services and Upgrades	11,000	Ptolemy Services, Hardware & Software Upgrades, Licenses, Training, Fax Machine, etc.	11,000
6760	Office Equipment Repair & Maintenance	1,500	Any necessary repairs during year	1,500
6703	Miscellaneous	500		
	Total Administration	\$ 681,454		

**COUNTY AIRPORT FUND
OPERATION C-2 2011-2012**

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
7903	Equipment & Vehicle Repair & Maintenance	18,000	Tires, Hydraulic repairs, brushes for broom, Normal Repair & Maintenance, Oil, Filters, Batteries, Plow blades, Snow plow repairs, etc.	18,000
7909	Contractual Equipment	1,500	Covers rental of small equipment & oxygen cylinder bottles that the County does not own	1,500
7915	New Equipment	2,000	Misc (lawnmower, weedeater, welder, etc.)	2,000
7920	Fuel Farm Maintenance and Repair	5,000	Normal Repair and Maintenance	5,000
7921	Buildings/Grounds Repair & Maintenance	35,000	Light Bulbs, Ballasts, Globes, Lenses, Heating & Cooling Service Contract Normal Repair & Maintenance, Painting, Lock Repair, Fixtures, Glass, Terminal Repointing, Repair Masonry, Electric Doors, Roofs,	35,000
7927	Runway & Ramp Repair & Maintenance	11,000	Light bulbs, Lenses, Fixtures & Normal Repair & Maintenance Emergency Generator Repair, Windssocks, Reflectors, Asphalt Repairs, Crack Sealing, Painting, NAVAID Maintenance, Rotating Beacon Maintenance	11,000
7928	Wildlife Hazard Control	6,000	Purchase of pyrotechnics (whistlers, screamer, bangars), rifle ammunition, gun cleaning supplies, latex gloves, etc; electric and perimeter fence repair and maintenance, chemicals for weed control, fish and aquatic control etc.	6,000
7929	Security Gates Repair & Maintenance	2,000	Normal Repair and Maintenance	2,000
7931	Airport Roads/ Parking Lot Repair & Maintenance	4,000	Pavement repair, maintenance, painting etc.	4,000
	Subtotal	\$ 84,500		

**COUNTY AIRPORT FUND
OPERATION C-2 2011-2012**

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
7933	Shop Expense	5,000	Tools, Stock items, Ladders, Solvents, Detergents, Shop Towels, welding supplies	5,000
7939	Vehicle Fuel	25,000	Diesel fuel, No-lead, engine and hydraulic oils	25,000
7945	Agriculture	5,705	Water Shares: Colorado Colony Ditch Company Big Horn Reservoir Company	2,205 1,000
			Spraying, Plowing, Seed, Fertilizer, loading hay, etc.	2,500
7951	ARFF Operations & Training	6,500	Dry Chemical, AFFF Foam, Schooling, Pit Burns, Disaster Drill, Recertify SCBA's, Fire Ext Maintenance., Etc.	6,500
7963	Miscellaneous	300	To cover any small unanticipated items	
	Total Operations	\$ 127,005		