

2010-2011
ADMINISTRATION / OPERATIONS BUDGET
COUNTY AIRPORT FUND
STATEMENT OF CASH AND ESTIMATED REVENUE AVAILABLE FOR THE BUDGET

A.	CASH AND INVESTMENTS (On Hand June 30, 2010)		\$ 195,000
	Less:		
	Unpaid Bills on June 30, 2010	\$ 15,000	
	Administration/Operations Reserve Fund	\$ 80,000	
	Total Amount To Be Deducted		<u>(95,000)</u>
	UNENCUMBERED CASH BALANCE JUNE 30, 2010 AVAILABLE FOR BUDGET		<u><u>100,000</u></u>
B.	ESTIMATED REVENUE		
	1. Other Than Tax Revenues	<u>512,726</u>	
	(See A-1)		

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

TOTAL REQUIREMENT			<u>762,715</u>
Less:			
	Cash Available	<u>100,000</u>	
	Anticipated Revenue	<u>512,726</u>	
	TOTAL		<u><u>612,726</u></u>
	AMOUNT TO BE FUNDED BY COUNTY		\$ <u><u>149,989</u></u>

**COUNTY AIRPORT FUND
SUMMARY OF AIRPORT APPROPRIATIONS
BUDGET 2010-2011**

	PRIOR YR. 2009-2010 <u>BUDGET</u>	PROJECTED 2009-2010 <u>EXPENSE</u>	2010-2011 DEPARTMENT <u>REQUEST</u>	FINAL APPROVAL <u>BY BOARD</u>
C-1 Administration	\$ 675,788	\$ 665,208	\$ 636,710	\$ -
C-2 Operation	141,705	111,546	126,005	-
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Total Airport Fund Appropriations	817,493	776,754	762,715	-
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Cash Reserve	80,000	80,000	80,000	-
TOTALS	<u>\$ 817,493</u>	<u>\$ 776,754</u>	<u>\$ 762,715</u>	<u>\$ -</u>

**COUNTY AIRPORT FUND
ESTIMATED REVENUES OTHER THAN TAX REVENUES
SCHEDULE A-1 2010-2011**

<u>ACCOUNT NUMBER</u>	<u>SOURCE</u>	<u>PROJECTED 2009-2010 REVENUE</u>	<u>2010-2011 ESTIMATED REVENUE</u>	<u>FINAL APPROVAL BY BOARD</u>
5608	Landing Fees	\$ 31,300	\$ 27,603	\$ -
5609	Terminal Rents	60,000	60,360	-
5610	Fuel Flowage Fees	47,070	46,940	-
5611	FBO Revenue	48,370	54,836	-
5612	Hangar Rentals	52,000	54,367	-
5613	Commercial Park	147,541	161,227	-
5614	Vending / Concessions	1,200	5,500	-
5615	Rental Cars	31,358	30,568	-
5618	Interest Income	5,800	11,250	-
5624	Agriculture	37,991	37,500	-
5633	4 Cent Gas Tax Rebate	14,290	17,200	-
5654	Phone/Fax Income	-	75	-
5652	WAC Marketing Grant	10,000	5,000	-
5655	Miscellaneous	1,770	300	-
	SUBTOTALS	\$ 488,690	\$ 512,726	\$ -
5650	*County Fund	200,000	149,989	-
	TOTALS	<u>\$ 688,690</u>	<u>\$ 662,715</u>	<u>\$ -</u>

** Identified on front page*

**COUNTY AIRPORT FUND - ADMINISTRATION - C-1
BUDGET 2010-2011**

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>PRIOR YR. 2009-2010 BUDGET</u>	<u>PROJECTED 2009-2010 EXPENSE</u>	<u>2010-2011 DEPARTMENT REQUEST</u>	<u>FINAL APPROVAL BY BOARD</u>
6701	Salaries (Full Time)	\$ 377,601	\$ 376,601	\$ 345,288	\$ -
6704	Contract Labor/Temporary Salaries	1,300	550	-	-
6705	Janitorial Supplies & Equipment	5,000	4,656	5,000	-
6709	Meetings and Public Relations	2,500	2,631	5,000	-
6710	Clothing and Uniforms	1,000	884	1,000	-
6712	Laundry	75	-	50	-
6713	Social Security	28,886	28,152	26,415	-
6717	Retirement	42,480	42,625	38,845	-
6721	Workers Compensation	6,391	5,146	5,534	-
6725	Health Insurance	89,940	89,953	88,680	-
6729	Utilities	51,600	49,112	56,760	-
6730	Sewer/Water/Garbage	9,640	9,603	10,604	-
6731	Telephone	5,160	4,966	4,500	-
6732	Postage	1,200	1,034	1,200	-
6733	Office Supplies	2,000	1,928	2,500	-
6734	Office Equipment & Furniture	5,350	3,569	4,350	-
6737	Dues & Subscriptions	1,765	1,783	1,665	-
6741	Insurance	11,200	9,500	12,320	-
6745	Professional Fees	8,500	9,400	8,500	-
6747	Airport/Air Service Marketing	20,000	19,924	10,000	-
6749	Computer Upgrades & Supplies	3,500	2,291	4,000	-
6760	Office Equipment - Repair & Maintenance	700	100	1,000	-
6714	Vending / Concession	-	800	3,000	-
6703	Miscellaneous	-	-	500	-
SUBTOTAL (Administration)		\$ 675,788	\$ 665,208	\$ 636,710	\$ -

**COUNTY AIRPORT FUND - OPERATION - C-2
BUDGET 2010-2011**

ACCOUNT NUMBER	DESCRIPTION	PRIOR YR.	PROJECTED	2010-2011	FINAL APPROVAL BY BOARD
		2009-2010 BUDGET	2009-2010 EXPENSE	DEPARTMENT REQUEST	
7903	Equipment & Vehicle Repair & Maintenance	\$ 17,000	\$ 14,815	\$ 18,000	\$ -
7909	Contractual Equipment Rental	2,000	1,786	1,500	-
7915	New Equipment	2,000	1,390	1,500	-
7921	Building/Grounds Repair & Maintenance	34,000	27,122	35,000	-
7927	Runway & Ramp Repair & Maintenance	17,000	9,040	14,000	-
7926	Airport Roads/ Parking Lot Repair & Maintenance	15,000	9,034	4,000	-
7928	Wildlife Hazard Control <i>(combined with Electric Fence maint.)</i>	2,500	1,863	6,000	-
7929	Security Gates Repair & Maintenance	1,200	3,600	2,000	-
7930	Perimeter Fencing <i>(incorporated with Wildlife Hazard Control)</i>	1,500	750	-	-
7933	Shop Expense	5,000	4,089	5,000	-
7939	Vehicle Fuel	26,000	16,000	22,000	-
7945	Agriculture	6,705	5,471	5,705	-
7951	ARFF Operations & Training	6,500	3,871	6,000	-
7920	Fuel Fam Maintenance and Repair	5,000	11,798	5,000	-
7963	Miscellaneous	300	917	300	-
SUBTOTAL (Operations)		\$ 141,705	\$ 111,546	\$ 126,005	\$ -
TOTALS		<u>\$ 817,493</u>	<u>\$ 776,754</u>	<u>\$ 762,715</u>	<u>\$ -</u>

COUNTY AIRPORT FUND
ESTIMATED REVENUES 2010-2011

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
5608	Landing Fees	27,603	Landings: Richland Aviation Great Lakes Aviation	2,100 25,503
				25/month @ \$7.00 x 12 14/wk@21.93+13/wk@14.11*52
5609	Terminal Rents	60,360	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 SAWS Fly Shop of the Bighorns Bradford Briton Memorial Public Arts Committee Sheridan County Historical Society	30,444 8,100 5,772 1,500 435 258 352 105 1,344 11,400 135 230 150 135
				12 @ 2,537 12 @ 675 12 @481.00 12 @ 125.00 1 @ 435 1 @ 258.00 1 @ 352 1 @ 105 12 @ 112 12 @ 950 1 @ 135 1 @ 230 1 @ 150.00 1 @ 135.00
5610	Fuel Flowage Fee	46,940	Bighorn Airways (avg. 300,000 gal./year) Great Lakes Aviation (130,000 gal/year)	42,000 4,940
				.14/gal .038/gal
5611	FBO / SASO Revenue	54,836	Bighorn Airways Falcon Flight Avcon Electronics RoCo, Inc	8,900 21,600 11,736 12,600
				12 @ 741.70 12 @ 1,800 12 @ 978 12 @ 1,050
5612	Hangar Rentals	54,367	A & B Hangars C Hangars D Hangars E Hangars F Hangars F1 Hangar Less 5% vacancy rate	14,400 12,660 17,088 6,288 5,652 1,140 (2,861)
				10 @ 120x12 5 @ 211x12 4 @ 356x12 4 @ 131x12 3 @ 157x12 1 @ 95x12
	Subtotal	\$ 244,106		

COUNTY AIRPORT FUND
ESTIMATED REVENUES 2010-2011

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>		
5613	Commercial Park	161,227	Spin-A-Lure	12 @ 182.25	2,187
			Weed & Pest	Per Agreement no rent until 2019	-
			Children's Trust (UPS)	12 @ 303	3,636
			DCI	12 @ 2,726.83	32,722
			Federal Express	12 @ 2,211.00	26,532
			Seven Pillars (Emit Technology)	12 @ 383	4,596
			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 @ 1,270	15,240
			SAWS Pump Station	1 @ 2,042	2,042
			FAA Garage Lease	1 @ 600	600
			Search and Rescue	12 @ 1,200	14,400
			ROVAR Avis - Commercial Park	12 @ 311	3,732
			Joe Scott Enterprises - NST Investments, LLC	12 @ 572	6,864
5614	Vending /Concessions	5,500	Airport Pop/Candy Machines and Cup Cakes By Design	1 @ 5,000; 1 @ 500	5,500
5615	Rental Cars	30,568	ROVAR, LLC - Avis/Big Horn Mountain - Terminal	12 @ 1,514	18,168
			ROVAR 8% Commission		10,000
			Enterprise - 10% Access Fees	12 @ 200	2,400
5618	Interest Income	11,250	WYO Star Investment, SSB, Late Fees	@ 2.5% Interest rate	11,250
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	17,200	430,000 @ .04		17,200
5654	Phone/Copy Income	75	Pay phones & copy Income		
5652	WAC Marketing Grant	5,000	Airport/Air Service Marketing/Promotion		5,000
5655	Miscellaneous Income	300	Unanticipated income throughout year		
	Total Revenue	\$ 512,726			

COUNTY AIRPORT FUND
 ADMINISTRATION C-1 2010-2011

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
6701	Salaries	345,288	Full Time Salaries (See attached page 13) Overtime & Holiday Pay	322,888 22,400
6704	Contract Labor/Temporary Salaries	-	Various times during year (Office Assistant & Field Maintenance)	-
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
6709	Meetings and Public Relations	5,000	FAA/WAOA Meeting Expenses, Registration Fees, Travel, Office Errands Mileage, Employee Meetings, Airport PR etc.	5,000
6710	Clothing & Uniforms	1,000	Coveralls, Shirts, Hats, ARFF Patches	
6712	Laundry	50	Cleaning of Airport Uniforms	50
6713	Social Security	26,415	Based on Payroll @ 7.65%	
6717	Retirement	38,845	Based on Payroll @ 11.25 %	
6721	Worker's Compensation	5,534	Based on Hazardous @ 1.95 %, Clerical @ .42%	
6725	Health Insurance	88,680	Health: 4 Family @ 1407 x 12 (employee pay \$211.05/month) 1 Employees Only @ 463 x 12 (employee pay \$69.45/month) 1 Employee/Spouse @ 1,027 x 12 (employee pay \$154.05/month) 1 Employee/Children @ 842 x 12 (employee pays \$126.30/month)	57,600 4,740 10,500 8,640
			Delta Dental: 4 Family @ 84.40x 12 1 Employees only @ 26.70 x 12 1 Employee and Child @ 64.60 x 12 1 Employee and Spouse @ 53.50 x 12	4,080 672 780 660
			United Life: 7 employees @ 12 x 12	1,008
	Subtotal	\$ 515,811		

COUNTY AIRPORT FUND
ADMINISTRATION C-1 2010-2011

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
6731	Telephone	4,500	FSH - 12 @ 66.00 (Pay Phone)	
			Cellular One - 12 @ 55.00 (two phones)	720
			ACT Emergency Line @ Terminal 12 @ 35.00	420
			Bresnan Phones / Internet - 12 @ 280	3,360
6732	Postage	1,200	Federal Express, USPO (Stamps), Miscellaneous shipping	
6733	Office Supplies	2,500	Copier supplies, Copy and printer paper, envelopes, binders, files, graphing, framing, film developing,	2,500
	ARFF / Operations Office Supplies	1,500	Copier supplies, printer ink, coffee, cups, binders, etc.	1,500
6734	Office Equipment & Furniture	4,350	Lease copy machine	2,850
			Office Furniture, Fire Proof File Cabinets, etc.	1,500
6737	Dues and Subscriptions	1,665	AAAE	235
			NW Chapter of AAAE	75
			WAOA	1,200
			Government Publications	155
6741	Insurance	12,320	Building and Vehicle Insurance (WARM)	8,000
			Local Government Liability Pool (LGLP)	3,200
6745	Professional Fees	8,500	Accounting Fees: Year End Compilation,	
			Engineering: ALP updates, Surveying & Appraisal,	
			Design, Geotech - Drug and Alcohol Testing, Help Ads,	
			DBE Consulting, CIP Consulting, Grant Writing	7,500
			Public Official Surety Bond - Airport Manager	500
			Public Official Surety Bond - Bookkeeper	500
Subtotal		\$ 36,535		

COUNTY AIRPORT FUND
 ADMINISTRATION C-1 2010-2011

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
6747	Airport /Air Service Marketing	10,000	Fly Local Program (Book for Bucks) Participation Web Site Maintenance Airport / Air Service Marketing	10,000
6749	Computer and Printer Upgrades & Supplies	4,000	Computer & Software Upgrades, Training, New Office Printer Fax Machine, etc.	4,000
6760	Office Equipment Repair & Maintenance	1,000	Any necessary repairs during year	1,000
6729	Utilities	56,760	Includes Utilities for ARFF Station, Managers Office, Fuel Farm and Terminal, Building 15 - 12 @ 4300	51,600
6730	Sewer/Water/Garbage	10,604	City Water & Sewer - 6 @ 1,066 Circle S Sanitation - Garbage - 12 @ 170 Pilot Toilet - 12 @ 100	6,400 2,040 1,200
6714	Vending / Concessions	3,000	Purchase of pop/candy/snacks; maintenance on machines	3,000
6703	Miscellaneous	500		
Total Administration		\$ 628,210		

COUNTY AIRPORT FUND
 OPERATION C-2 2010-2011

<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	1,500	Misc (lawnmower, weedeater, welder, etc.)	1,500
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	14,000	Light bulbs, Lenses, Fixtures & Normal Repair & Maintenance Emergency Generator Repair, Windssocks, Reflectors, Asphalt Repairs, Crack Sealing & Painting, NAVAID Maintenance, Rotating Beacon Incandescent to Quartz change over	6,500 7,500
7931	Airport Roads/ Parking Lot Repair & Maint.	4,000	Pavement repair, maintenance, painting etc.	4,000
7928	Wildlife Hazard Control	6,000	Purchase of pyrotechnics (whistlers, screamer, bangars), rifle ammunition, gun cleaning supplies, latex gloves, etc; <u>electric and perimeter fence repair</u> and maintenance, chemicals for weed control, fish and aqualic control etc.	6,000
7929	Security Gates Repair & Maintenance	2,000	Normal Repair and Maintenance	2,000
7920	Fuel Farm Maintenance and Repair	5,000	Normal Repair and Maintenance	5,000
	Subtotal	\$ 87,000		

COUNTY AIRPORT FUND
 OPERATION C-2 2010-2011

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT PROJECTED</u>	<u>REMARKS</u>	
7930	Perimeter Fencing	-	Incorporated in with Wildlife Hazard Control	0
7933	Shop Expense	5,000	Tools, Stock items, Ladders, Solvents, Detergents, Shop Towels, welding supplies	5,000
7939	Vehicle Fuel	22,000		22,000
7945	Agriculture	5,705	Water Shares: Colorado Colony Ditch Company	2,205
			Big Horn Reservoir Company	1,000
			Spraying, Plowing, Seed, Fertilizer, loading hay, etc.	2,500
7951	ARFF Operations & Training	6,000	Dry Chemical, AFFF Foam, Schooling, Pit Burns, Disaster Drill, Recertify SCBA's, Fire Ext Maintenance., Etc.	6,000
7963	Miscellaneous	300	To cover any small unanticipated items	
	Total Operations	\$ 126,005		