

THE CITY OF PRINCE ALBERT



AIRPORT - BUDGET REPORT FOR THE YEAR ENDING DECEMBER 31, 2015

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December 31, 2015 Consolidated Budget Document

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Overview



City of Prince Albert

The City Of Prince Albert received ownership of the Airport in 1996 and since that time, has attempted to operate the facility as a self-funding entity. In 2006, City Council authorized a transfer of 30 percent of the total cost of the Airport operation to be funded from the City's General Fund, and in 2010 implemented the Passenger Facility Fee (PFF) as a means to fund capital Airport improvements.

For 2015 there are budgetary adjustments to the revenues and expenditures of this particular Fund. They include:

1. An adjustment to a variety of the Airport Fees to better reflect industry norms and standards;
2. There are \$120,400 of one-time expenditure items that are requested for completion in 2015 consisting of funds to meet Occupational Health and Safety, and Transport Canada regulations and guidelines.
3. The transfer from the General Fund is increasing from \$247,840 to \$272,600, an increase of \$24,760.

Administration is requesting \$622,300 in capital spending at the Airport. The Passenger Facility Fee will be utilized to provide funding for design work on a project requested by the Airline operators. Funding from the Equipment Fleet Reserve in the amount of \$12,500 is being utilized to contribute 5 percent of the necessary funding for a Runway Sweeper that will be purchased utilizing Airport Capital Assistance Program (ACAP) Funding. The remaining capital projects totalling \$159,800 are expected to provide operational efficiencies, generate future operating revenues, provide greater access to the Airport Manager, and complete other user friendly capital enhancements to the Airport facilities.

AIRPORT FUND
OPERATING BUDGET
For the Year Ending December 31, 2015

	<u>2015</u>	<u>2014</u>	<u>Change</u>
BUDGETED REVENUES			
User Charges and Fees	\$ 780,910	\$ 615,240	\$ 165,670
Passenger Facilities Fees	370,000	300,000	70,000
Interest and Penalties	4,500	4,500	-
Sundry	<u>3,500</u>	<u>3,500</u>	<u>-</u>
	<u>1,158,910</u>	<u>923,240</u>	<u>235,670</u>
BUDGETED EXPENDITURES			
Salaries, Wages and Benefits	338,230	331,770	6,460
Contract and General Services	146,970	149,470	(2,500)
Financial Charges	40	40	-
Utilities	110,570	93,840	16,730
Fleet Expenses	154,950	143,310	11,640
Maintenance, Materials and Supplies	123,000	75,600	47,400
Insurance	25,220	29,410	(4,190)
Allowance for Doubtful Accounts	<u>2,700</u>	<u>2,700</u>	<u>-</u>
	<u>901,680</u>	<u>826,140</u>	<u>75,540</u>
SURPLUS OF REVENUES OVER EXPENDITURES FROM OPERATIONS	<u>257,230</u>	<u>97,100</u>	<u>160,130</u>
CAPITAL TRANSACTIONS AND INTERFUND TRANSACTIONS			
Transfers from other fund(s)	<u>272,600</u>	<u>247,840</u>	<u>24,760</u>
SURPLUS OF REVENUES OVER EXPENDITURES	<u>\$ 529,830</u>	<u>\$ 344,940</u>	<u>\$ 184,890</u>
To be allocated to Airport Reserves as follows:			
Passenger Facility Fees Reserve	370,000	300,000	
Airport Improvement Fund Balance (Uncommitted)	<u>159,830</u>	<u>44,940</u>	
	<u>\$ 529,830</u>	<u>\$ 344,940</u>	

AIRPORT FUND
CAPITAL EXPENDITURES AND RESERVE PROJECTIONS
For the Year Ending December 31, 2015

	2015	2014	Change
CAPITAL			
Budgeted Transactions			
Funding:			
Funding for Capital - via transfer from Airport Improvement Fund Balance (uncommitted)	\$ 159,800	\$ 85,000	\$ 74,800
Airport Capital Assistance Program (ACAP) Grant	250,000	-	250,000
Equipment Fleet Reserve	12,500	-	12,500
	422,300	85,000	337,300
Expenditures:			
High Capacity Grass Mower	-	60,000	(60,000)
Transfer Switch for Portable Generator	-	25,000	(25,000)
Airport Entrance Signs	10,000	-	10,000
Airport Manager office	15,000	-	15,000
Airport Parking Control	50,000	-	50,000
Fence Modifications	30,000	-	30,000
Asphalt Millings to Surface Parking	54,800	-	54,800
Runway Sweeper (co-funded by Fleet Reserve and ACAP Funding)	262,500	-	262,500
	422,300	85,000	337,300
	\$ -	\$ -	\$ -

AIRPORT FUND

CAPITAL EXPENDITURES AND RESERVE PROJECTIONS (continued)
For the Year Ended December 31, 2015

	<u>2015</u>	<u>2014</u>	<u>Change</u>
PASSENGER FACILITY FEES RESERVE			
Budgeted Transactions			
Funding:			
Passenger Facility Fee Levies	\$ <u>370,000</u>	\$ <u>300,000</u>	\$ <u>70,000</u>
Expenditures:			
Terminal Building Renovations	<u>-</u>	<u>125,000</u>	<u>(125,000)</u>
Taxi-Way Extension Design Study	<u>200,000</u>	<u>-</u>	<u>200,000</u>
Budgeted increase (decrease) to reserve	170,000	175,000	(5,000)
Reserve Balance, beginning of year (estimated)	<u>947,901</u>	<u>772,901</u>	<u>175,000</u>
Reserve Balance, end of year (estimated)	<u>\$ 1,117,901</u>	<u>\$ 947,901</u>	<u>\$ 170,000</u>