

# THE CITY OF PRINCE ALBERT



## AIRPORT FUND BUDGET FOR YEAR ENDING DECEMBER 31, 2016

## **TABLE OF CONTENTS**

December 31, 2016 Consolidated Budget Document

---

<b>Airport Fund Budget Overview</b>	<b>Page 3</b>
<b>Airport Fund Operating Budget</b>	<b>Page 4</b>
<b>Airport Fund Capital and Reserve Projections</b>	<b>Page 5</b>

## Budget Overview



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 2016 there are budgetary adjustments to the revenues and expenditures of this particular Fund. They include:

### Budgeted Revenue

- An increase in revenue of \$95,000 related to the restructuring of Aircraft Landing Fees based on aircraft weight.
- In September 2013, City Council approved the increase of the Passenger Facility Fee (PFF) from \$10 to \$15 effective July 15, 2015. As a result, the new PFF of \$15 will be effective for all of 2016 and is projected to increase revenue by about \$60,000 in 2016.

### Budgeted Expenses

- An increase of \$40,010 to salaries wages and benefits related to annual base adjustments, step increases, benefit allocations, and the addition of a casual employee in order to maintain the maintenance coverage required by Transport Canada.
- A reduction to Contracted and General Services of \$46,800 as a result of the removal of \$63,000 of one-time expenditures budgeted in 2015 offset by increased costs for janitorial services, pest control and funding required for survey and drawings of Obstacle Limitation Surface (OLS), Runway Protected Area (RPA), and underground utilities (Airsides).
- An overall increase to Maintenance Materials and Supplies of \$44,500. The increase is primarily due to \$20,000 requested for airport security, \$10,000 for Mock Disaster live exercise training, \$25,000 for the purchase of Foreign Object Debris (FOD) mats, \$10,000 for new and more effective de-icing chemicals, and \$8,000 for the purchase of refurbished luggage carts. These increases are offset by the removal of \$47,400 in one-time expenditures budgeted for 2015.

Administration is requesting \$150,000 in capital spending at the Airport. The Passenger Facility Fee will be utilized to provide funding for the following:

1. Design for runway lighting / informational signage - \$50,000
2. Glycol Recovery berm and catch basin - \$100,000

**AIRPORT FUND  
OPERATING BUDGET**

For the Year Ending December 31, 2016

	2016 Budget	2015 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
User Charges and Fees	(\$1,295,490)	(\$1,152,910)	(\$142,580)
Interest and Penalties	(4,500)	(4,500)	-
Sundry	(10,000)	(1,500)	(8,500)
<b>Total Revenues</b>	<b>(1,309,990)</b>	<b>(1,158,910)</b>	<b>(151,080)</b>
<b>EXPENSES</b>			
Salaries Wages and Benefits	378,240	338,230	40,010
Contracted and General Services	100,170	146,970	(46,800)
Financial Charges	40	40	-
Utilities	110,570	110,570	-
Fleet Expenses	155,550	154,950	600
Maintenance Materials and Supplies	167,500	123,000	44,500
Insurance	25,220	25,220	-
Bad Debt Expense	2,700	2,700	-
<b>Total Expenses</b>	<b>939,990</b>	<b>901,680</b>	<b>38,310</b>
<b>Operating (Surplus) Deficit</b>	<b>(370,000)</b>	<b>(257,230)</b>	<b>(112,770)</b>
<b>CAPITAL AND INTERFUND TRANSACTIONS</b>			
Transfer from General Fund	(268,100)	(268,100)	-
Transfer from Utility Fund	(4,490)	(4,500)	10
<b>Capital and Interfund Transactions</b>	<b>(272,590)</b>	<b>(272,600)</b>	<b>10</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>(642,590)</b>	<b>(529,830)</b>	<b>(112,760)</b>

To be Allocated to Airport Reserves as Follows:

Passenger Facility Fees Reserve	\$430,000	\$370,000
Airport Improvement Fund Balance	212,590	159,830
	<b>642,590</b>	<b>529,830</b>

**AIRPORT FUND**  
**CAPITAL EXPENDITURES AND RESERVE PROJECTIONS**

For the Year Ending December 31, 2016

<b>CAPITAL</b>	<b>2016</b>	2015
	<b>Budget</b>	Budget
<b>Budgeted Transactions</b>		
<b>Funding:</b>		
Funding for Capital - via transfer from Airport Improvement Fund Balance (uncommitted)	\$ -	(\$159,800)
Airport Capital Assistance Program (ACAP)	-	(250,000)
Equipment Fleet Reserve	-	(12,500)
	-	(422,300)
<b>Total Funding</b>	<b>-</b>	<b>(422,300)</b>
<b>Expenditures:</b>		
Airport Entrance Signs	-	10,000
Airport Manager Office	-	15,000
1989 International Plow Truck and 2 Waltec Fire Trucks	-	16,500
Airport Parking Control	-	50,000
Fence Modifications	-	30,000
Asphalt Millings to Surface Parking	-	38,300
Runway Sweeper (co-funded by Fleet Reserve and ACAP Funding)	-	262,500
	-	422,300
<b>Total Expenditures</b>	<b>-</b>	<b>422,300</b>
	-	-

**AIRPORT FUND**  
**CAPITAL EXPENDITURES AND RESERVE PROJECTIONS (Continued)**

For the Year Ending December 31, 2016

	<b>2016</b>	2015
<b>PASSENGER FACILITY FEES RESERVE</b>	<b>Budget</b>	<b>Budget</b>
<b>Budgeted Transactions</b>		
<b>Funding:</b>		
Passenger Facility Fee Levies	<b>(\$430,000)</b>	(\$370,000)
<b>Expenditures:</b>		
Taxi-Way Extension Design Study	-	200,000
Design for Runway Lighting/Informational Signage	<b>50,000</b>	-
Glycol Recovery	<b>100,000</b>	-
Budgeted (Increase) Decrease to Reserve	<b>(280,000)</b>	(170,000)
Reserve Balance, beginning of year (estimated)	<b>(1,232,727)</b>	(1,062,727)
Reserve Balance, end of year (estimated)	<b>(1,512,727)</b>	(1,232,727)