

# Proposed Budget

ROCK SPRINGS SWEETWATER COUNTY AIRPORT	
Budget Hearing Information	
PO BOX 1987	Location: BOARD ROOM
ROCK SPRINGS, WY 82901	Date: 7/13/2016
307-352-6880	Time: 1:00PM
SWEETWATER	Budget Prepared by: JONATHON LAMB

S-1	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>The Rock Springs-Sweetwater County Airport serves as critical infrastructure for business retention and economic development in Sweetwater County. The airport is responsible for over \$27 million in annual economic impact to the local community. This annual economic impact would not be possible without the support of the parties to the Joint Powers Agreement. Under this agreement, Sweetwater County funds 2/3 and the City of Rock Springs funds 1/3 of any budget shortfall. Our initial proposed budget request from both the City and County amounts to a 3.12% decrease to our FY16 request.</p> <p>Due to increased revenues realized over the last several months, we are able to take a reduction on our request while still funding a local match to FAA Grants of \$92,667, \$121 ,000 for deferred critical maintenance projects, and \$42,444 in labor expense increases all while leaving our \$1 00,000 cash reserve untouched.</p> <p>The local match of \$97,942 will allow the airport to accept \$4,371,459 in Federal and State Grants for the rehabilitation of Runway 9/27.</p> <p>We also expect to be awarded \$4,300,000 in Federal and State Grants for the construction of the new General Aviation Terminal &amp; Hangar Facility during FY17. \$1 ,180,000 in Federal and State Grants will have been awarded by the end of FY16 for this project as well. This project will not require a local match in either Fiscal Year.</p> <p>Deferred maintenance projects include the replacement and/or repair of multiple hangar roofs that will become a significant source of liability if not completed. Also included in the deferred maintenance are funds to repair or replace critical components on required airfield snow removal equipment that will allow us to efficiently keep the airport safe and open for operations during winter weather.</p> <p>The budgeted labor expense increases cover step &amp; grade increases for multiple employees due to service time and certifications as well as to cover the budgeted increase in retirement due to increased contribution percentage. It is our belief that pay increases are well deserved for our staff due to our</p>		

## PROPOSED BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-1 <b>Total Budgeted Expenditures</b>	\$3,146,023	\$5,337,605	\$11,610,599	\$11,421,599
S-2 <b>Total Principal to Pay on Debt</b>	\$44,822	\$44,822	\$0	\$0
S-3 <b>Total Change to Restricted Funds</b>	\$0	\$100,000	\$0	\$0
S-4 <b>Total General Fund and Forecasted Revenues</b>	\$4,055,568	\$5,482,427	\$11,610,600	\$11,610,600
S-5 <i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6 <b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-7 <b>Operating Revenues</b>	\$2,268,399	\$2,340,602	\$2,270,146	\$2,270,146
S-8 <b>Tax levy (From the County Treasurer)</b>	\$0	\$0	\$0	\$0
S-9 <b>Government Support</b>	\$631,785	\$820,247	\$781,871	\$781,871
S-10 <b>Grants</b>	\$422,704	\$2,304,942	\$8,558,125	\$8,558,125
S-11 <b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12 <b>Miscellaneous</b>	\$83,711	\$200	\$200	\$200
S-13 <b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0
S-14 <b>Total Revenue</b>	\$3,406,599	\$5,465,991	\$11,610,342	\$11,610,342

<b>EXPENDITURE SUMMARY</b>		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$420,719	\$2,364,045	\$8,656,067	\$8,656,067
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$212,643	\$225,905	\$258,200	\$239,900
S-18	<b>Operations</b>	\$2,173,475	\$2,383,419	\$2,310,525	\$2,139,625
S-19	<b>Indirect Costs</b>	\$339,186	\$364,236	\$385,807	\$385,807
S-20	<b>Total Expenditures</b>	\$3,146,023	\$5,337,605	\$11,610,599	\$11,421,599

<b>DEBT SUMMARY</b>		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-21	<b>Principal Paid on Debt</b>	\$44,822	\$44,822	\$0	\$0

<b>CASH AND INVESTMENTS</b>		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$648,969	\$16,436	\$258	\$258

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$100,000	\$100,000
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$100,000	\$100,000
S-27	<b>Amount to be added</b>				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$100,000	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$100,000	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$100,000	\$100,000	\$100,000
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$100,000	\$100,000	\$100,000

*End of Summary*

\_\_\_\_\_  
Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District \_\_\_\_\_

**DISTRICT ADDRESS:** PO BOX 1987  
ROCK SPRINGS, WY 82901

**PREPARED BY:** JONATHON LAMB

**DISTRICT PHONE:** 307-352-6880

*Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.*

*Form approved by Wyoming Department of Audit, Public Funds Division*



# Proposed Budget

ROCK SPRINGS SWEETWATER COUNTY AIRPORT  
 NAME OF DISTRICT/BOARD

FYE 6/30/2017

## PROPERTY TAXES AND ASSESSMENTS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)				
R-1.2	Other County Support				

## FORECASTED REVENUE

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-2	<b>Revenues from Other Governments</b>				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)	\$421,927	\$546,839	\$521,247	\$521,247
R-2.3	City (or Town) Aid	\$209,858	\$273,408	\$260,624	\$260,624
R-2.4	Other (Specify)		\$0	\$0	
R-2.5	<b>Total Government Support</b>	\$631,785	\$820,247	\$781,871	\$781,871
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$2,268,399	\$2,340,602	\$2,270,146	\$2,270,146
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$2,268,399	\$2,340,602	\$2,270,146	\$2,270,146
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants	\$388,932	\$2,216,291	\$5,182,479	\$5,182,479
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$33,772	\$88,651	\$3,375,646	\$3,375,646
R-4.4	<b>Total Grants</b>	\$422,704	\$2,304,942	\$8,558,125	\$8,558,125
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$1,167	\$200	\$200	\$200
R-5.2	Other: Specify <u>PFC FUND COLLECTION</u>	\$82,544	\$0	\$0	
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$83,711	\$200	\$200	\$200
R-5.5	<b>Total Forecasted Revenue</b>	\$3,406,599	\$5,465,991	\$11,610,342	\$11,610,342
R-6	<b>Other Forecasted Revenue</b>				
R-6.1	a. Other past due-as estimated by Co. Treas.				
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0

# Proposed Budget

ROCK SPRINGS SWEETWATER COUNTY AIRPORT  
 NAME OF DISTRICT/BOARD

FYE 6/30/2017

## CAPITAL OUTLAY BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property	\$81,664	\$1,703,100	\$8,656,067	\$8,656,067
E-1.2	Vehicles	\$339,055	\$660,945	\$0	
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$420,719	\$2,364,045	\$8,656,067	\$8,656,067

## ADMINISTRATION BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$43,739	\$44,000	\$60,000	\$60,000
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7	_____				
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6	_____				
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$15,670	\$11,600	\$11,600	\$11,600
E-4.2	Accounting/Auditing	\$32,515	\$32,000	\$34,800	\$34,800
E-4.3	Other (Specify)				
E-4.4	ADVERTISING	\$42,158	\$68,000	\$85,000	\$85,000
E-4.5	SECURITY	\$25,813	\$46,000	\$30,000	\$30,000
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$4,489	\$4,850	\$5,100	\$5,100
E-5.2	Office equipment, rent & repair	\$5,097	\$6,900	\$6,500	\$6,500
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	BANK SERVICE CHARG	\$422	\$300	\$400	\$400
E-5.7	INTERNET SERVICE	\$9,354	\$9,000	\$6,500	\$6,500
E-5.8	see additional details	\$33,386	\$3,255	\$18,300	
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$212,643	\$225,905	\$258,200	\$239,900

# Proposed Budget

ROCK SPRINGS SWEETWATER COUNTY AIRPORT

FYE 6/30/2017

## OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>					
E-7.1	Wages--Operations		\$580,813	\$598,536	\$615,050	\$615,050
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	_____					
E-7.5	_____					
E-7.6	_____					
<b>E-8</b>	<b>Travel</b>					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	see additional details		\$3,762	\$5,000	\$10,000	
<b>E-9</b>	<b>Operating supplies (List)</b>					
E-9.1	SUPPLIES		\$10	\$3,552	\$4,500	\$4,500
E-9.2	_____					
E-9.3	_____					
E-9.4	_____					
E-9.5	_____					
<b>E-10</b>	<b>Program Services (List)</b>					
E-10.1	FUEL SERVICE		\$1,312,935	\$1,422,695	\$1,286,575	\$1,286,575
E-10.2	_____					
E-10.3	_____					
E-10.4	_____					
E-10.5	_____					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>					
E-11.1	_____					
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
<b>E-12</b>	<b>Other operations (Specify)</b>					
E-12.1	UNIFORMS		\$1,720	\$2,000	\$2,500	\$2,500
E-12.2	DRUG TESTS		\$1,009	\$1,000	\$500	\$500
E-12.3	MAINTENANCE & REPAIR		\$108,497	\$173,236	\$218,700	\$218,700
E-12.4	TRAINING		\$3,766	\$10,000	\$12,000	\$12,000
E-12.5	see additional details		\$160,965	\$167,400	\$160,700	
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		<b>\$2,173,475</b>	<b>\$2,383,419</b>	<b>\$2,310,525</b>	<b>\$2,139,825</b>

# Proposed Budget

ROCK SPRINGS SWEETWATER COUNTY AIRPORT

FYE 6/30/2017

## INDIRECT COSTS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$39,247	\$40,000	\$50,000	\$50,000
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
<b>E-15</b>	<b>Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes		\$59,458	\$69,006	\$63,750	\$63,750
E-15.2	Workers Compensation					
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$89,350	\$100,170	\$112,000	\$112,000
E-15.5	Health Insurance		\$148,188	\$150,644	\$156,745	\$156,745
E-15.6	Other (Specify)					
E-15.7	<u>RETIRED EMPLOYEE BENEFITS</u>		\$2,944	\$4,416	\$3,312	\$3,312
E-15.8	_____					
E-15.9						
<b>E-16</b>	<b>Depreciation Expenses</b>					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$339,186</b>	<b>\$364,236</b>	<b>\$385,807</b>	<b>\$385,807</b>

## DEBT SERVICE BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal		\$44,822	\$44,822	\$0	
D-1.2	Interest					
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$44,822</b>	<b>\$44,822</b>	<b>\$0</b>	<b>\$0</b>

# Proposed Budget

ROCK SPRINGS SWEETWATER COUNTY AIRPORT  
NAME OF DISTRICT/BOARD

FYE 6/30/2017

## GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-1	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$272,295	\$16,436	\$258	\$258
C-1.2	Savings and Investments Account Balance	\$376,674			
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$0	\$100,000	\$100,000	\$100,000
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	\$648,969	\$116,436	\$100,258	\$100,258
C-2	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$100,000	\$100,000	\$100,000
C-2.3	<b>Total Deductions (a+b)</b>	\$0	\$100,000	\$100,000	\$100,000
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	\$648,969	\$16,436	\$258	\$258

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-3	<b>Beginning Balance in Reserve Account (end of previous year)</b>				
C-3.1	Beginning Balance in Reserve Account (end of previous year)				
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.5	<b>SUB-TOTAL</b>	\$0	\$0	\$0	\$0
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. _____				
C-3.8	b. _____				
C-3.9	c. _____				
C-3.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	\$0

## OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-4	<b>Beginning Balance in Reserve Account (end of previous year)</b>				
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$0			
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve	\$0			
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	<b>SUB-TOTAL</b>	\$0	\$0	\$0	\$0
C-4.6	"Other Reserves"				
C-4.7	a. _____				
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.11	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	\$0

## ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-5	<b>Beginning Balance in Reserve Account (end of previous year)</b>				
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$0		\$100,000	\$100,000
C-5.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.3	Amount to be added to the reserve		\$100,000		
C-5.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.5	<b>SUB-TOTAL</b>	\$0	\$100,000	\$100,000	\$100,000
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$100,000	\$100,000	\$100,000
C-5.9	<b>TOTAL TO BE SPENT</b>	\$0	\$0	\$0	\$0