



AGENDA

Greater Asheville Regional Airport Authority Regular Meeting
Friday, March 22, 2013, 8:30 a.m.
Conference Room at Administrative Offices

NOTICE TO THE PUBLIC: The Airport Authority welcomes comments from the public on any agenda item. Comments are received prior to the Board's discussion of the agenda item. Comments are limited to five minutes. If you wish to comment on an agenda item, please deliver a request card (available in the meeting room) to the Clerk to the Board prior to the agenda item being called by the Chair.

- I. CALL TO ORDER.
- II. CONSENT ITEMS:
 - A. Approval of the Greater Asheville Regional Airport Authority March 8, 2013 Regular Meeting Minutes ([document](#))
 - B. Approval of the Greater Asheville Regional Airport Authority March 8, 2013 Closed Session Minutes
- III. OLD BUSINESS: None
- IV. NEW BUSINESS:
 - A. Approval of Preliminary Fiscal Year 2013/2014 Budget ([document](#))
 - B. Approval of Airfield Re-development Project Budget and Design Scopes and Fees ([document](#))
- V. DIRECTOR'S REPORT:
 - A. Legislative Meetings in Raleigh
 - B. Meeting/Conference in DC



- VI. INFORMATION SECTION:
(Staff presentations will not be made on these items. Staff will be available to address any questions the Board may have.)
- A. Potential Board Items for the Next Regular Meeting:
- Final Adoption of the Authority's Fiscal Year 2013/2014 Budget
 - Approval of Audit Contract for Fiscal Year 2012/2013
- VII. AUTHORITY MEMBERS' REPORTS.
- VIII. PUBLIC AND TENANTS' COMMENTS.
- IX. CALL FOR NEXT MEETING.
- X. CLOSED SESSION:
- Pursuant to Subsections 143-318.11 (a) (3) and (6) of the General Statutes of North Carolina to Consult with Legal Counsel in Order to Preserve the Attorney Client Privilege and to Consider Personnel Matters.
- XI. ADJOURNMENT.

This agenda of the Greater Asheville Regional Airport Authority is provided as a matter of convenience to the public. It is not the official agenda. Although every effort is made to provide complete and accurate information in this agenda, the Airport Authority does not warrant or guarantee its accuracy or completeness for any purpose. The agenda is subject to change before and/or during the Board meeting.

**REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
March 8, 2013**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, March 8, 2013 at 8:30 a.m. in the Conference Room at the Authority's Administrative Offices, Asheville Regional Airport ("Airport"), 61 Terminal Drive, Suite 1, Asheville, NC 28732.

MEMBERS PRESENT: David R. Hillier, Chair; Robert C. Roberts, Vice-Chair; Jeffrey A. Piccirillo; Andrew T. Tate; and K. Ray Bailey

MEMBERS ABSENT: Martha W. Thompson

STAFF AND LEGAL COUNSEL PRESENT: Vic Buchanan, Authority Legal Counsel; Lew Bleiweis, Executive Director; Michael Reisman, Deputy Executive Director of Development and Operations; C. Jeffrey Augram, Chief of Public Safety; David Nantz, Director of Operations and Maintenance; Royce Holden, IT Director; Suzie Baker, Director of Administration; Vickie Thomas, Director of Finance and Accounting; Tina Kinsey, Director of Marketing and Public Relations; Amy Burritt, Marketing Supervisor; Kevan Smith, Public Safety Captain; and Ellen Heywood, Clerk to the Board

ALSO PRESENT: Jeff Kirby, Michael Baker Corporation; James Moose, Avcon, Inc.; Nate Otto, RS&H; Matt Fogleman, ECS Carolinas; Pam Brown, Standard Parking; Beau Waddell, J.H. Reaben Oil Company

CALL TO ORDER: The Chair welcomed everyone in attendance and called the meeting to order at 8:30 a.m. The Chair advised the Board that due to a delay in Ms. Brown's arrival, the Board would move ahead with business and come back to the presentation by Standard Parking.

WELCOME OF NEW BOARD MEMBER: The Chair welcomed Mr. Bailey to the Authority Board.

FINANCIAL REPORT: The Director reviewed the passenger enplanements and airport operations for the month of January. The Director noted that January is typically a slow month for the airport, however, the airlines are starting to put more seats back into the market this spring. Vickie Thomas reported on the financial results for the month stating that operating revenue was \$637,530, which was .9% below budget, and

operating expenses were \$539,217, which was 18.8% below budget. The cash position for the month was also reviewed.

CONSENT ITEMS:

A. Approval of the Greater Asheville Regional Airport Authority February 15, 2013 Regular Meeting Minutes:

B. Approval of the Greater Asheville Regional Airport Authority February 19, 2013 Special Meeting Minutes: Mr. Roberts moved to approve Consent Items A and B. Mr. Piccirillo seconded the motion and it carried unanimously.

OLD BUSINESS: None

NEW BUSINESS:

A. Approval of Amendment No. 1 to the Rental Car Concession Agreement and Lease: The Director informed the Board that in 2008 staff solicited bids for the rental car concession and lease for the airport. The bid documents proposed a contract term of five years with a five-year option at the sole discretion of the Authority. Bidders were required to bid a minimum annual guarantee (MAG) for each of the five years of the initial term. The Board awarded contracts to all five of the rental car companies that submitted bids.

Payments to the Authority are based on these revenue guarantees or 10% of gross revenues earned, whichever is greater. Usually, payments made to airports are based on the percentage of gross. The majority of the rental car companies bid guaranteed numbers that have far exceeded their projections for revenue because of the down turn in the economy. These companies are basically upside down in revenue paid to the Authority. The Director called the Board's attention to a presentation that compared minimum annual guarantee payments versus percentage of gross revenues for the rental car companies in AVL. The Director further advised the Board that in year six, the MAG is to be the year five guarantee adjusted by CPI for each year of the five year extension and that would be the floor for the next five years going forward in the contract.

The Director advised the Board that the rental car companies have asked to terminate the existing agreement, go back out for bid, and they would be able to come back with much lower MAGs in their bids. Although terminating the existing agreement would be welcomed by the rental car companies, the Authority would realize a loss of approximately \$300,000 in revenue. Staff has negotiated a compromise that assists the rental car companies and minimizes financial loss to the Authority. The Director

proposed setting the minimum revenue guarantee back to the amount each company bid in year three of the contract for the remaining five-year term or 90% of the preceding year's gross revenues, whichever is greater. Looking at the proposed changes in revenue using the year three bid amount, the Authority realizes a \$13,000 gain from a budget standpoint. The FY14 budget is flat for a revenue stream but in actuality the Authority could see a loss of approximately \$102,000 due to the declining sales experienced by the rental car companies with the exception of Enterprise.

The Chair inquired if other airports were in a similar situation. The Director replied that the Authority was fortunate that the rental car concession was bid in 2008 before the economy dropped. Since that time, airports have changed the way the contract is bid. A one-year MAG is now bid and the new MAG is 90% of the revenues for the preceding year. Staff will address this five years from now if the contract is extended and staff will be able to plan for the revenue stream.

The Chair asked what the ramifications were if the rental car companies were held to their obligations. The Director responded that it's possible that nothing may happen or that some of the rental car companies could default on their contract and exit the airport. Although that is something the rental car companies do not want to do, the airport would lose the revenue as well.

Mr. Tate moved to approve Amendment No. 1 to the Rental Car Concession Agreement and Lease and authorize the Executive Director to execute the necessary documents. Mr. Roberts seconded the motion and it carried unanimously.

PRESENTATIONS:

A. Standard Parking Corporation: Pamela Brown thanked the Board for the opportunity to give a presentation as well as the recent approval of the renewal of the contract with Standard Parking. Ms. Brown informed the Board that Standard Parking had recently merged with Central Parking and gave an overview of Standard's airport parking operation. Industry trends and the qualities that set Standard Parking apart from its competitors were reviewed, as well as the training that Standard Parking is committed to providing its staff. Ms. Brown also called the Board's attention to a new branding initiative that Standard Parking has created, SP+, a division of Standard Parking that recognizes that Standard provides a lot more services than just parking. The Board thanked Ms. Brown for her presentation.

NEW BUSINESS:

B. Approval of Lease Agreement for Commercial Development: The Director informed the Board that in December 2007, the Authority received and accepted the Master Land Use & Site Development Plan Final Report which was prepared by PBS&J consultants. This plan identified various parcels of land on airport property which would be appropriate for development. The consultants for the Airport Master Plan project currently underway also reviewed the airport property. In both reports, the one from 2007 and the forthcoming Master Plan, some parcels are identified as non-aeronautical development or property that does not have direct access to the airfield. One of these parcels is the strip of land immediately south of the airport exit that fronts Airport Road across from the Ag Center.

Late in 2012, staff was approached by a real estate broker representing a client that was interested in developing a few acres on that specific parcel. Through this broker, Mr. Waddell, owner of Reaben Oil Company has expressed interest in opening and operating a gas station/convenience store/restaurant. Mr. Waddell's company currently owns and operates Triangle Stop Food Stores/Marathon Gas. They currently do business in Henderson, Polk, and Transylvania Counties. This will be their first Buncombe County facility.

Mr. Waddell has proposed two means of ingress/egress. One is by direct access to the airport exit road providing easy access for our passengers, tenants and employees. The other is directly accessing HWY 280.

The ongoing process with the City over the independent airport authority could be a concern and a risk for Mr. Waddell. Waddell is aware of the situation and is willing to proceed. The Lease Agreement will provide him with a six month due diligence period to investigate and mitigate any potential risk, and allows staff to finalize the property issues.

The Director reviewed the proposed terms and advised the Board that staff is required by the FAA to obtain fair market value. The area was appraised for a value of .35¢ per square foot for the land with a 10% increase every five years. In addition, beginning in year 11 of the agreement, the Authority will receive .01¢ for each gallon of petroleum delivered to the facility.

The Director introduced Mr. Beau Waddell who was available to answer any questions.

Mr. Roberts asked about the repercussions to Mr. Waddell's business if the Authority was forced to change the ingress/egress for the airport. The Director responded that the Master Plan being developed at this time does not change ingress/egress for the airport. Staff cannot control what the state does with the traffic light, however some type of driveway will be maintained.

The Chair asked Mr. Waddell how this proposal differed from other properties his company currently owns. Mr. Waddell stated that the car wash was a new consideration and they may partner with someone to provide this service. The site would need to be evaluated to ensure that a car wash would function in this property. Mr. Waddell further stated that his company operates 10 stores, two of them have partnerships with different vendors that operate restaurants, his company has been in business for 84 years, and they would really appreciate the opportunity as they believe the area near the airport is underserved.

The Chair commented that leases with long term extensions often require significant capital improvements be made to the property to ensure the facility is properly maintained, and asked if this had been discussed. The Director responded that there are no significant dollar amounts, but the lease would require they maintain the facility so that by the time the lease expires in 35 years the Authority is not left with a dilapidated facility. The Chair asked what the standard was in the industry for renovations. Mr. Waddell stated that internal renovations are every 5 to 10 years and their company would keep the external consistent with the airport's standards. Mr. Waddell further stated that it would not behoove his organization to have poor looking facilities and they would protect their investment.

Mr. Tate inquired if the building would be required to be consistent with the Authority's development guidelines. The Director responded that it would be required to meet the development guidelines.

Mr. Roberts inquired if the six month due diligence period is to ensure that the Authority gets the ownership issues resolved. The Director responded that this was correct. The Director further stated that part of the agreement was a separate one-page agreement that the City and County would both sign so they are not party to the 35-year lease.

Mr. Bailey moved to approve a Lease Agreement with J. Hall Waddell for the operation of a gas station/convenience store/restaurant, authorize the Executive Director to finalize the negotiations on the Lease Agreement consistent with the terms presented

by staff, and authorize the Executive Director to execute the necessary documents. Mr. Roberts seconded the motion and it carried unanimously.

DIRECTOR'S REPORT: The Director advised the Board that he had a few items to report that were not on the agenda.

A. Update to Federal Sequestration: The Director reported that TSA and FAA will be impacted by the budget cuts. The FAA is planning furloughs for employees but nothing to the detriment of AVL. The traffic control tower hours could change, however the airport operates now for early morning flights when the tower is not yet open and the Atlanta tower is used. TSA is understaffed by 10 employees in AVL and they will remain unfilled. The airport's service level has not declined as those positions have not been filled for quite some time.

B. Update to Master Plan: The Director informed the Board that a second public open house was held, 15 people attended, and no comments were submitted. The Financial Analysis, Airport Layout Plan (ALP), and the Alternatives Chapters are all in the final stages of completion. These documents are expected to be completed by the end of March. The ALP is set to be submitted to the FAA for approval and it will take several months before approval is received. A presentation will be made at a future Board meeting as well as meetings with the City of Asheville, Buncombe County and Henderson County.

C. Fill Work in Area 3: Fill work on the south west side has six to eight months for completion. Work will be starting on the north west end of the airfield next week. The Director and Deputy Director met with property owners bordering this section of airport property to apprise them of the upcoming work.

D. TSA Prohibitive Items: TSA has announced that several items previously prohibited in carry-on bags are now acceptable and these include a 2.63" x 1/2" pocket knife, miniature bats, golf clubs, etc.

E. Airline Mid-Year Review: Staff met with the airline property folks for a mid-year review. The airlines were complimentary of how the airport operates and keeps costs down.

F. Sierra Nevada: Sierra Nevada has requested that a section of Old Fanning Bridge Road be renamed to Ferncliff Park Drive and neighboring property owners must show approval. Staff does not have any issues with this request. Mr. Buchanan suggested that the Board may want to make a motion to concur with the local government for the renaming of the road.

Mr. Roberts moved to consent to the changing of a section of Old Fanning Bridge Road to Ferncliff Park Drive. Mr. Piccirillo seconded the motion and it carried unanimously.

G. AGTA Conference: The Director informed the Board that the Airport Ground Transportation Association Conference was taking place in a couple of weeks at the Renaissance Hotel and that Mr. Nantz had been instrumental in getting the conference held in Asheville.

INFORMATION SECTION: No comments

AUTHORITY MEMBERS REPORTS: None

PUBLIC AND TENANTS' COMMENTS: No comments

CALL FOR NEXT MEETING: The Chair advised the Board that the next regular meeting of the Board will be held on March 22, 2013.

The Chair called for a break at 9:40 a.m.

The Board reconvened at 9:48 a.m.

PRESENTATIONS:

B. Proposed FY 2013/2014 Budget Presentation: Vickie Thomas gave a high level overview of the proposed 2013/2014 Budget. Mrs. Thomas reviewed the operating revenue which is budgeted at \$8.2 million and the operating expenses are budgeted at \$7.5 million. Mrs. Thomas reviewed the proposed operating budget including the assumptions on enplanements, parking, and airline revenue which is used to determine the operating revenue budget. The operating expense budget assumptions included five full-time equivalent positions and Mrs. Thomas advised the Board that presentations would be made on these positions by staff members after the budget presentation. Mrs. Thomas further stated that the salary adjustment pool was budgeted at 3%, and lower chemical deicing costs as well as lower contracted and maintenance costs were used for this proposed budget. Mrs. Thomas addressed the proposed capital budget as well as the funding sources involved. This included phase II of the airfield redevelopment project and various items for the new aircraft rescue firefighting facility. The supplemental fees were reviewed and there were very few changes to this schedule from last year's budget.

The Director advised the Board that staff would be making presentations for five full-time positions which included a revenue generating position in Marketing to bring advertising in-house, an electronics technician that will save costs for the Authority in a couple of years, and three positions in the Operations Department.

Tina Kinsey presented a proposal to bring terminal advertising sales in-house rather than third party management of the advertising as has been the practice for the past ten plus years. The reasons for the recommendation were identified as in-house advertising will allow for more control as well as the potential for higher revenue. Historic revenues and capital needs were reviewed. The proposed plan was outlined and included expanding the Guest Services supervisor's role, hiring of two additional part-time clerks, and incentives to be earned by the sales staff once minimum budgeted revenue is achieved. Mrs. Kinsey reviewed the projected revenue and expenses as well as alternatives to bringing the advertising in-house.

The Chair stated that he had concern with the incentives for one part of the Authority's employee base, particularly the reaction of other employees to certain staff having the potential for increased earnings, and the impact this could have on other departments. Mrs. Kinsey stated that this was a unique role within the organization and consistent with sales roles in other industries. Mrs. Kinsey further stated that job expertise and roles are unique and it is difficult to compare a sales position to an operations position as the goal of a sales position is to produce revenue for the organization.

Mr. Roberts inquired if offsetting revenue was included in the budget. Mrs. Kinsey responded that the budget did include offsetting revenue and it was prorated.

Mr. Piccirillo agreed with Mr. Hillier's concerns and felt it could create an imbalance or a perceived imbalance as far as consistency throughout the organization.

The Director stated that staff feels the proposed incentive program is limited and necessary in a sales position. The Director further stated that while all employees are important to the organization and each department has unique responsibilities, this would be direct revenue of sales. Mrs. Kinsey stated that it was necessary in terms of recruiting qualified sales people and that the opportunity for incentives could bring the salary of the Guest Services supervisor closer to the salary for a sales position.

Mr. Roberts stated that the incentives portion did not bother him and thought the key was offsetting the revenue to pay for this.

Royce Holden presented a proposal for an Airport Systems Technician II. Mr. Holden demonstrated how the information technology infrastructure in the airport has evolved over the years. Mr. Holden stated that the Authority relies upon outside contractors to maintain the growing amount of equipment and reviewed the annual IT and Maintenance contracts, hours spent, and expenses for maintenance of the equipment. The addition of a new Airport Systems Technician II would replace the need for most of the IT and Maintenance electronics contracts, would save money for the Authority beginning in year three, and would also be an internal resource. The expenses associated with this new position were revealed, as well as the future savings, benefits, and added value.

Mr. Roberts offered a word of caution to be careful and have employees cross-trained for knowledge of these systems. Mr. Holden thanked Mr. Roberts for his suggestion and stated that this position would work with both Maintenance and IT staff.

Mr. Reisman gave a brief overview of common airport department infrastructure. Mr. Reisman highlighted the AVL Operations Department which included the responsibilities, the duties which are carried out by other departments within the organization, the unfunded mandates, and the need for additional personnel, a priority due to the upcoming airfield redevelopment project. Mr. Reisman also outlined the functions of an airport communications center and then reviewed the AVL communications center, its method of operation, how it is staffed by Public Safety personnel, and the unmanned periods due to emergency calls responded to by Public Safety personnel. Mr. Reisman advised the board that staff had recently retained a consultant who reviewed the policies, practices, and procedures of the Public Safety Department. The consultant was alarmed by the method of how the airport operates the communication center and the fact that the Operations Department is not managing the communication center. Mr. Reisman presented a proposal to expand the Operations Department from 1 to 6 full-time positions by re-assigning two existing positions from Maintenance and Public Safety to the Operations Department and adding three new Operations positions. The Operations Department would be capable of covering the airport 24 hours a day, 365 days a year and would provide dispatch functions through the communications center which would transition from a Public Safety asset to an asset benefiting all departments on the airport. Public Safety would be dispatched to help backfill the communications center during certain periods in order for Operations to cover 24 hours a day, 365 days in the communication center. The payroll and benefit expenses associated with the positions were reviewed. Mr. Reisman advised the Board that staff can justify the three new positions to help oversee the airfield redevelopment project during the 4 to 5 years the project is ongoing and these positions would be eligible for partial reimbursement through the federal grant process. Staff expects the grant to pay a minimum of 50% reimbursement for the costs associated with the positions which brings the Authority a savings of \$91,129 a year. The hiring and training schedule was also reviewed.

The Director stated that Jeff Augram as Chief of Public Safety is doing a great job and this is no reflection on how DPS is operating the communication center. The Director further stated that the new additional employees are budgeted on the operational expense side of the budget and the 50% reimbursement revenues are not shown in the budget because it is coming in through a grant process from the FAA under the airfield redevelopment capital project. At the end of the construction period, staff estimates that one of the three positions will no longer be needed.

The Chair inquired about the \$60,000 furniture budget. Chief Augram responded that the funds are to equip the new ARFF station dormitories, offices, training room, conference room, as well as some IT equipment. Mr. Reisman stated that furniture is

not reimbursable through federal grant money. The Director advised the Board that this figure was an estimate and that it will go out for public bid.

The Chair commented that enplanements are down and questioned what the pros and cons would be for ramping up the advertising budget. Mrs. Kinsey stated that staff does keep an eye on enplanements and seats, and the airport has seen a decline in seat capacity and has experienced high air fares for the last year. There is, however, a 5 month trend of increased seats in the market compared to last year and staff will do everything they can to help ensure those seats are filled. Staff has a strategic plan to move forward with very targeted marketing towards the 65+ traveler and business travelers that is going to make a difference. Mrs. Kinsey further stated that she believes the Authority has a very solid marketing budget at this time.

The Chair called for any comments from the Board. There were no comments made.

The Director informed the Board that in the past staff has introduced the budget and then at a budget workshop meeting has provided a more in depth look at the budget. The Director further stated that for the past several years the Board has not required a more in depth look at the budget, so staff's intention is for the Board to review the budget that has been presented and if there are no concerns, the Board can accept the budget at the March 22nd meeting and it will remain open for public comments. The budget can then be adopted at the April meeting provided there are no public comments. New legislation requires the Authority to have the budget adopted by May 15. The Director further stated that as there were no comments made by the Board regarding the additional full-time positions, for planning purposes the intention is for staff to move forward with these positions unless the Board has any comments before the March 22nd meeting.

The Chair called for a break at 11:10 a.m.

The Board reconvened at 11:17 a.m.

CLOSED SESSION: At 11:17 a.m. Mr. Piccirillo moved to go into Closed Session pursuant to Subsections 143-318.11 (a) (3), (4) and (6) of the General Statutes of North Carolina to Consult with Legal Counsel in Order to Preserve the Attorney-Client Privilege and to Discuss Matters Relating to the Location and/or Expansion of Industries or Other Businesses in the Area Served by the Authority, Including Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Authority in Negotiations and to Consider Personnel Matters. Mr. Roberts seconded the motion and it carried unanimously.

Open Session resumed at 11:20 a.m.

Mr. Bailey moved to seal the minutes for the March 8, 2013 Closed Session and withhold such minutes from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Mr. Piccirillo seconded the motion and it carried unanimously.

ADJOURNMENT: Mr. Roberts moved to adjourn the meeting at 11:22 a.m. Mr. Tate seconded the motion and it carried unanimously.

Respectfully submitted,

Ellen Heywood
Clerk to the Board

Approved:

David R. Hillier
Chair



MEMORANDUM

TO: Members of the Airport Authority

FROM: Vickie Thomas, Director of Finance and Accounting

DATE: March 22, 2013

ITEM DESCRIPTION – New Business Item A

Approval of the Authority's Preliminary Fiscal Year 2013/2014 Budget

BACKGROUND

A proposed Fiscal Year 2013/2014 Budget was presented to the Authority Board at the March 8, 2013 Board Meeting. No recommended changes were received from the Board.

ISSUES

The Authority Board needs to approve the Proposed Preliminary Fiscal Year 2013/2014 Budget and allow the budget to remain available for public inspection for a minimum of 10 days. The Fiscal Year 2013/2014 will then be presented to the Authority Board for final adoption on April 26, 2013.

ALTERNATIVES

None recommended.

FISCAL IMPACT

No fiscal impact until adopted.


RECOMMENDED ACTION


It is respectfully requested that the Airport Authority Board resolve to (1) approve the Proposed Preliminary Fiscal Year 2013/2014 Budget; and (2) accept public comment on the Proposed Fiscal Year 2013/2014 Budget during the next 10 days.


Proposed 2013/2014 Budget
Greater Asheville Regional Airport Authority
March 8, 2013





Agenda


-  **General Statistics**


-  **Proposed FY 2013/2014 Operating Budget**

-  **Proposed FY 2013/2014 Capital Budget**

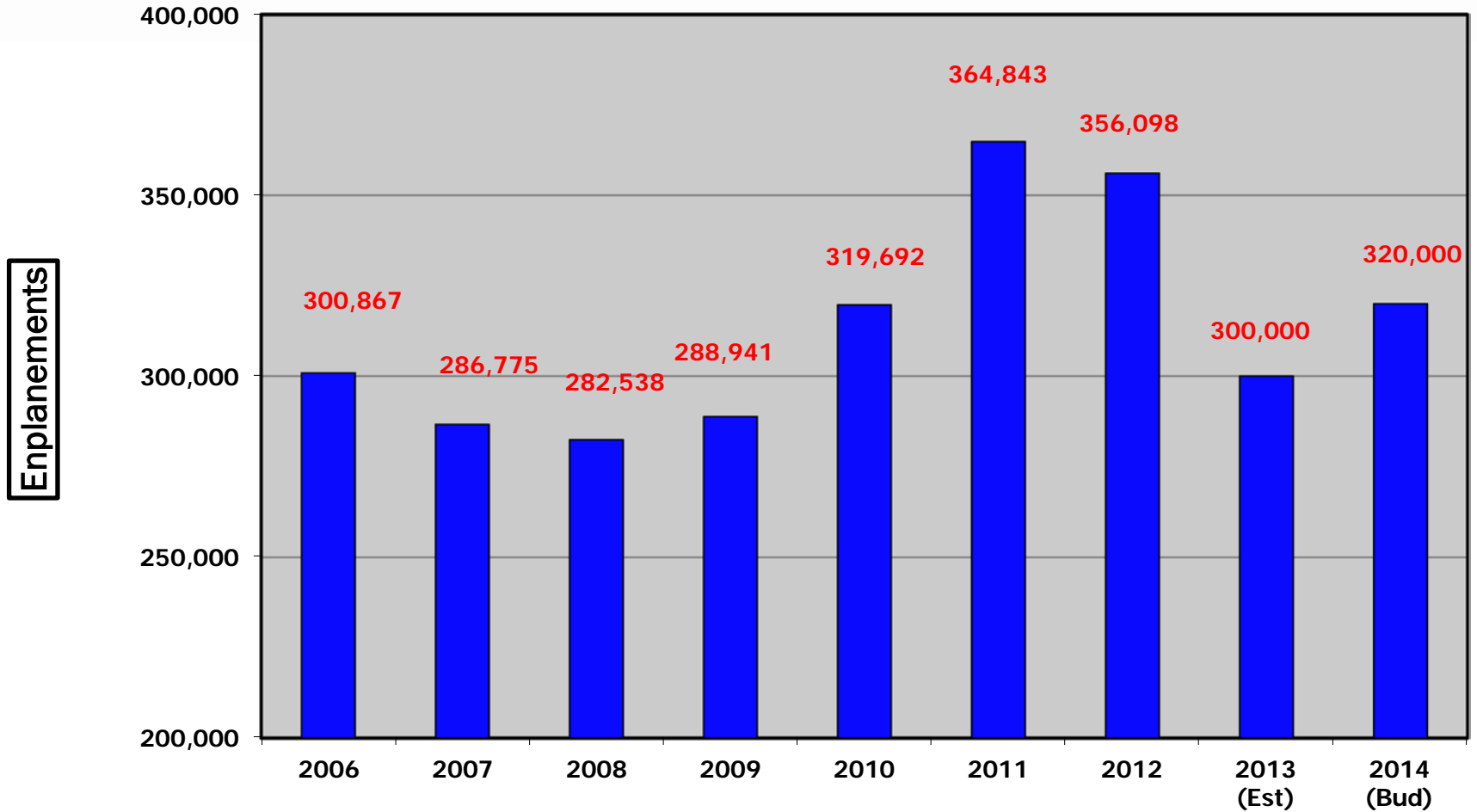
-  **Proposed FY 2013/2014 Reserve Funds**

-  **Proposed FY 2013/2014 Estimated Cash Balance**

-  **Proposed FY 2013/2014 Supplemental Fees**

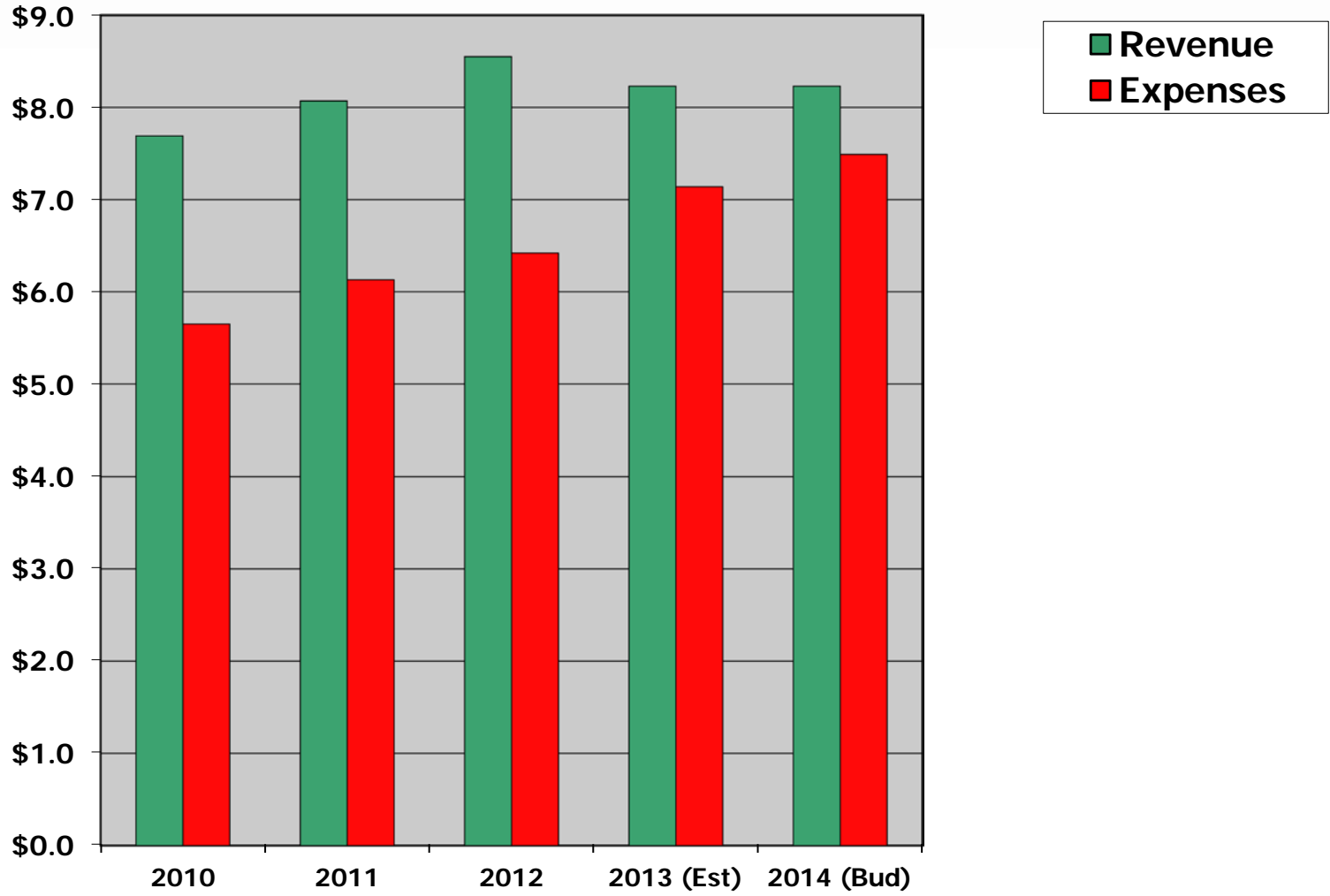
-  **Questions and Comments**

Passenger Traffic

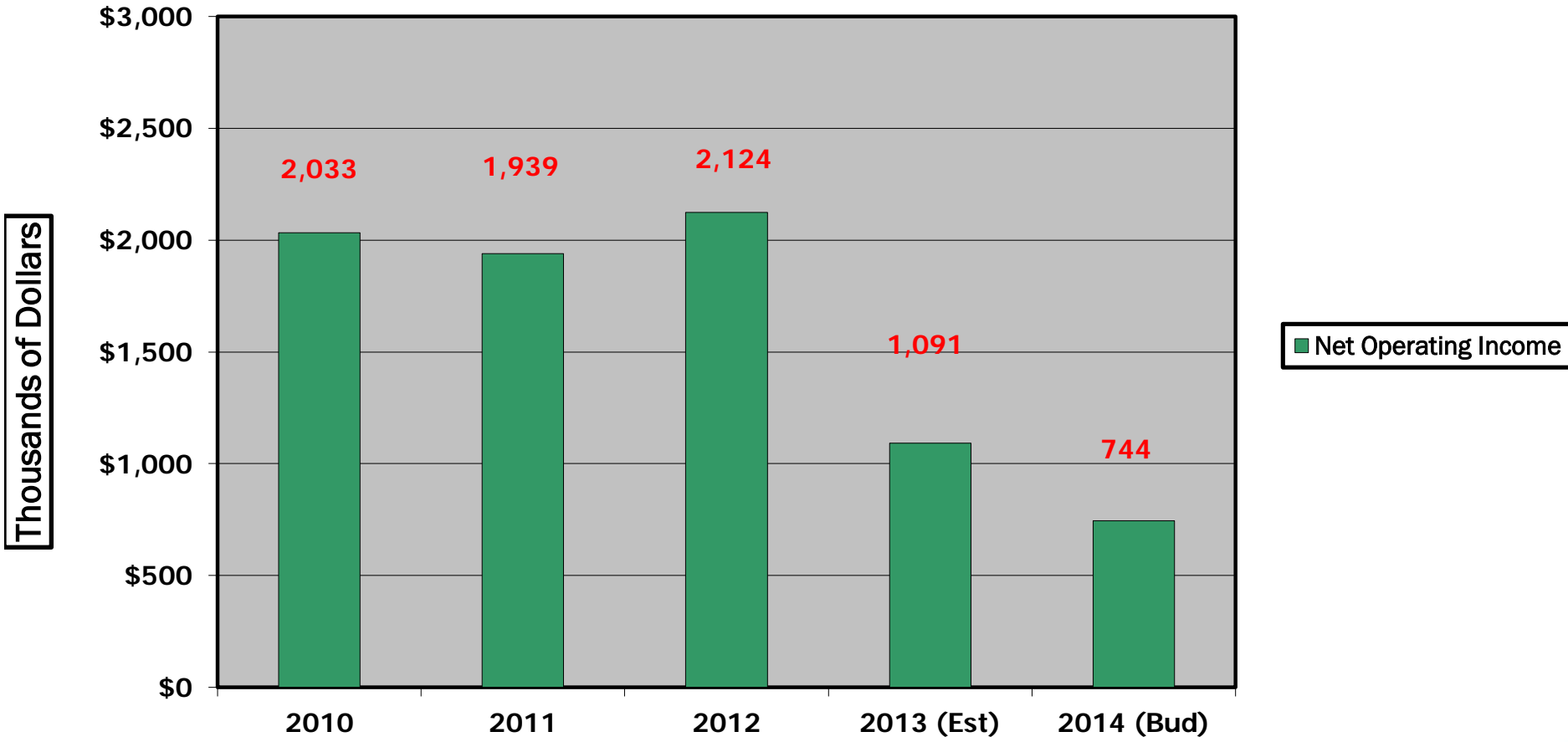


Operating Revenues/Expenses

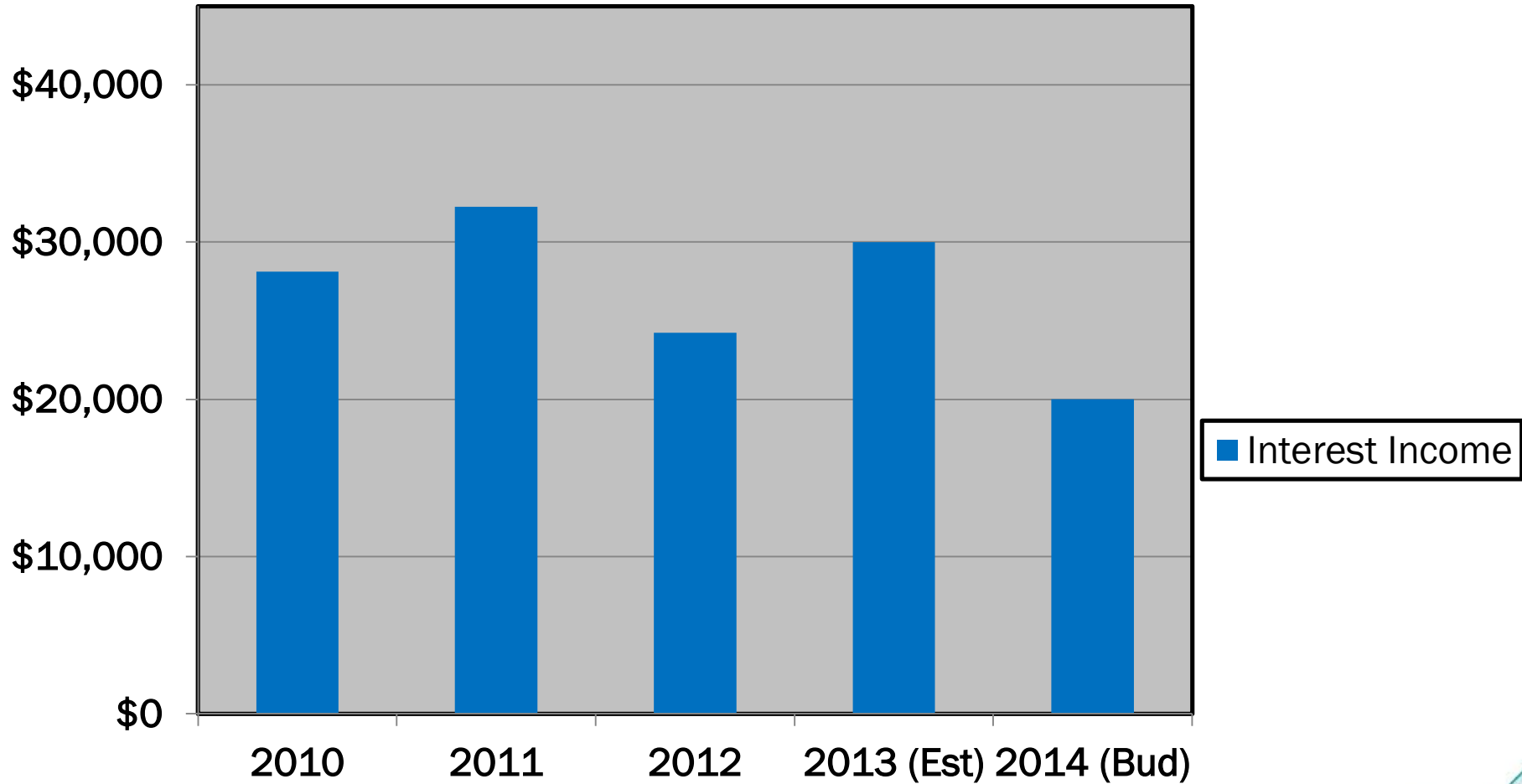
Millions of Dollars



Net Operating Income



Interest Income



Proposed Operating Budget

Basic Operating Budget Assumptions

OPERATING REVENUES:

- Passenger enplanements – 320,000
- Airline revenues decreased with:
 - Lower percentage of airfield cost being allocated to commercial airlines as commercial airline operations are declining and general aviation operations are increasing
 - Less office space rented by United
- Public Parking revenues decreased with lower estimated enplanements
- Advertising revenues increased with advertising being brought in-house for last five months of year

Basic Operating Budget Assumptions (cont'd)

OPERATING EXPENSES:

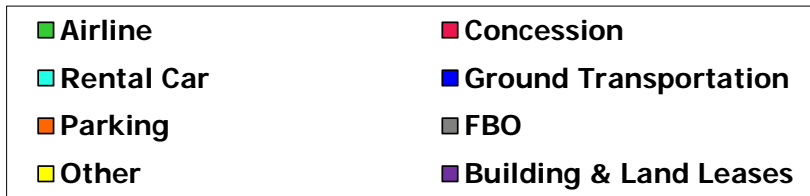
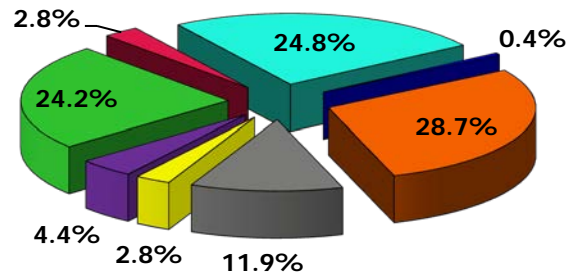
- Five FTE positions added
- Salary adjustment pool budgeted at 3%
- Lower de-icing chemical costs due to less snow projected
- Lower contracted costs with hire of Airport Systems Technician
- Lower maintenance costs with FY2012/2013 budget including one time maintenance cost

Proposed Operating Budget

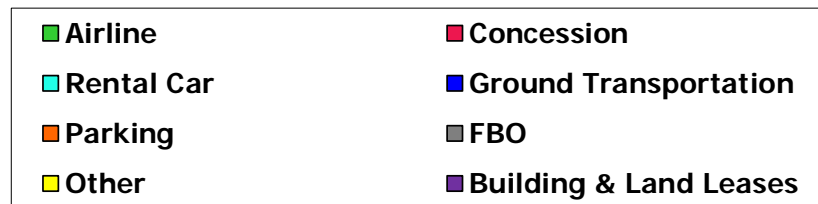
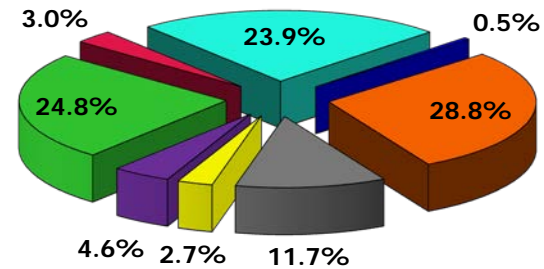
	Budget Amounts			Percent Change
	FY2012/2013	FY2013/2014	Difference	
<u>Revenues</u>				
Operating Revenues	\$ 8,265,501	\$ 8,229,414	\$ (36,086)	-0.4%
Investment Income	15,000	20,000	5,000	33.3%
Total Operating & Investment Revenues	8,280,501	8,249,414	(31,086)	-0.4%
<u>Expenses</u>				
Operating Expenses	7,335,328	7,485,744	150,416	2.1%
Total Operating Expenses	7,335,328	7,485,744	150,416	2.1%
Net Operating & Investment Income	\$ 945,173	\$ 763,670	\$ (181,502)	-19.2%

Sources of Operating Revenue

FY 2013 (Est)

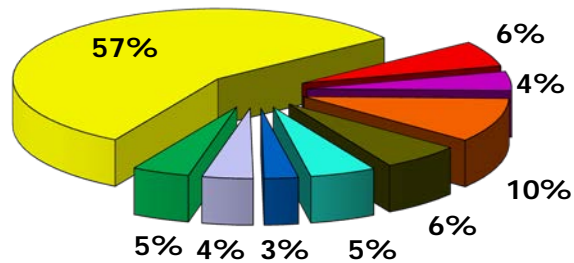


FY 2014 (Bud)

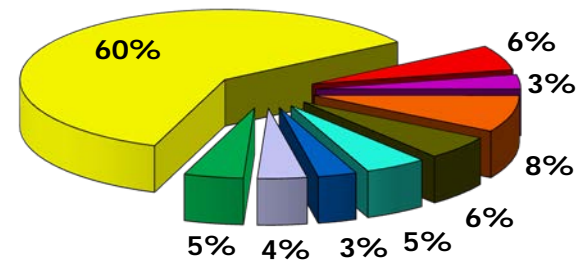


Operating Expenses by Category

FY 2013 (Est)



FY 2014 (Bud)



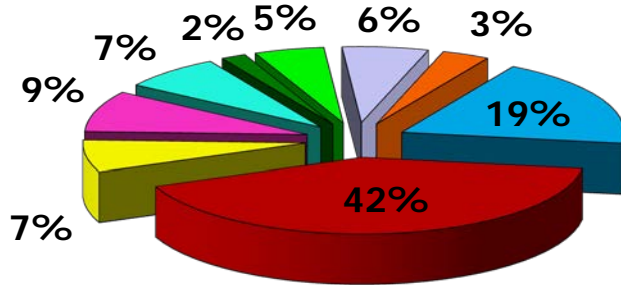
- Salaries & Benefits
- Professional Services
- Maintenance & Repair
- Insurance
- Other
- Utilities
- Contractual Services
- Supplies
- Promotional Activities

- Salaries & Benefits
- Professional Services
- Maintenance & Repair
- Insurance
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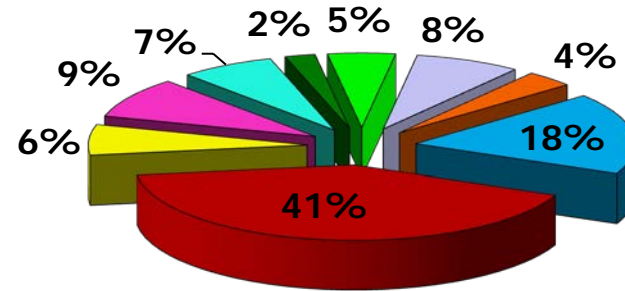
Operating Expenses By Department

FY 2013 (Est)



- Public Safety
- Operations & Maintenance
- Executive
- Information Technology
- Marketing and Public Relations
- Guest Services
- Finance
- Administration
- Development

FY 2014 (Bud)



- Public Safety
- Operations & Maintenance
- Executive
- Information Technology
- Marketing and Public Relations
- Guest Services
- Finance
- Administration
- Development



Proposed Capital Budget

Proposed Capital Budget

Description	Total	Funding Source					
		FAA- AIP Entitlements	FAA- AIP Discretionary	NCDOT Grants	Currently Approved PFC's (2)	PFC's to be Applied For (2)	Airport Funds
-	-	-	-	-	-	-	-
Capital Improvements (1)	-						-
Airfield Redevelopment - Phase II	\$ 10,485,000	\$ 2,725,339	\$ 5,774,661	\$ 600,000		\$ 1,385,000	\$ -
Total Capital Improvements	10,485,000	2,725,339	5,774,661	600,000	-	1,385,000	-

- (1) All purchases of Capital Improvements will be presented to the Authority Board for final approval before implementation unless otherwise authorized by the Authority Board.
- (2) PFC Revenues are included in the budget at the amount expected to be collected by the airlines in the fiscal year. Any difference between that amount and the amount planned as funding for current year capital projects is reflected in the budgeted amount of GARAA cash to be used.

Proposed Capital Budget (cont'd)

Description	Total	Funding Source					
		FAA- AIP Entitlements	FAA- AIP Discretionary	NCDOT Grants	Currently Approved PFC's (2)	PFC's to be Applied For (2)	Airport Funds
<u>Equipment and Small Capital Outlay</u>							
Furniture for New ARFF Facility	60,000						60,000
IT Equipment for New ARFF Facility	24,000						24,000
Crack Sealing Equipment	50,000						50,000
Furniture for New Operations Office	10,000						10,000
							-
Total Equipment and Small Capital Outlay	144,000	-	-	-	-	-	144,000

Proposed Capital Budget (cont'd)

Description	Total	Funding Source					
		FAA- AIP Entitlements	FAA- AIP Discretionary	NCDOT Grants	Currently Approved PFC's (2)	PFC's to be Applied For (2)	Airport Funds
<u>Renewal and Replacement</u>							
Roofing for Terminal Building	245,000					245,000	-
Roofing for Toll Plaza	45,000						45,000
Airfield Tractor & Mower	149,000						149,000
Vehicle Replacement	28,000						28,000
Multi-user Flight Information Display Upgrade	39,000						39,000
Network Switch Replacement	30,000						30,000
LCD Monitors-Phase II	24,000						24,000
Automated External Defibrillators	12,000						12,000
Total Renewal and Replacement	572,000	-	-	-	-	245,000	327,000
Total	\$ 11,201,000	\$ 2,725,339	\$ 5,774,661	\$ 600,000	\$ -	\$ 1,630,000	\$ 471,000

(1) All purchases of Capital Improvements will be presented to the Authority Board for final approval before implementation unless otherwise authorized by the Authority Board.

(2) PFC Revenues are included in the budget at the amount expected to be collected by the airlines in the fiscal year. Any difference between that amount and the amount planned as funding for current year capital projects is reflected in the budgeted amount of GARAA cash to be used.

Carry-Over Capital Projects

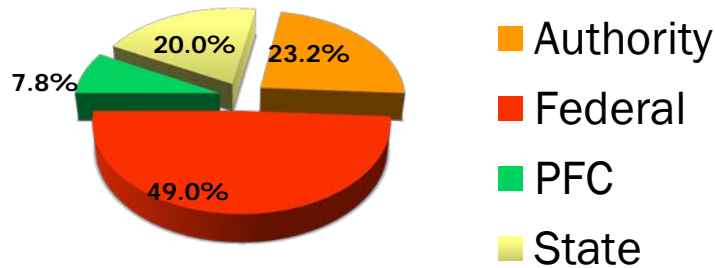
Description	Amount	Estimated Spending Through 6/30/2013	Estimated Balance to Carryover	FAA-AIP Entitlement	FAA-AIP Discretionary	NC DOT Grants	PFC'S Currently Approved (2)	PFC'S to be Applied For (2)	Airport Funds
	Authorized								
Master Plan Update	\$ 832,500	\$ 800,000	\$ 32,500	\$ 30,875					\$ 1,625
ARFF Station Design	541,409	390,000	151,409	143,839					7,570
ARFF Station Construction	4,534,750	750,000	3,784,750	2,933,979		625,000	225,771		-
Airfield Redevelopment-Phase I (1)	2,340,195	700,000	1,640,195	35,000	1,260,000			345,195	-
			-						
			-						
			-						
TOTAL CARRY-OVER TO FY2013/2014	\$ 8,248,854	\$ 2,640,000	\$ 5,608,854	\$ 3,143,693	\$ 1,260,000	\$ 625,000	\$ 225,771	\$ 345,195	\$ 9,195

(1) Represents current estimated amounts. FY2012/2013 budget amounts will be amended to reflect these cost later in FY2012/2013 when estimated costs are finalized and related contracts are ready to be awarded.

(2) PFC Revenues are included in the budget at the amount expected to be collected by the airlines in the fiscal year. Any difference between that amount and the amount planned as funding for current year capital projects is reflected in the budgeted amount of GARAA cash to be used.

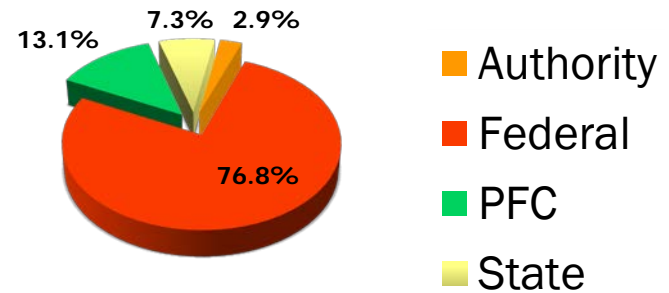
Capital Funding Sources

FY 2013 (Est)



Authority's Contribution - \$783,211

FY 2014 (Bud)



Authority's Contribution - \$480,195



Reserve Funds

Operations & Maintenance Reserve

- **Description and Justification**
 - Established to cover fluctuations in cash flow and provide quick access to additional operational cash.
- **Equivalent to 6 months of budgeted FY 2013/2014 operating expenses.**
 - \$3,742,872 for FY 2013/2014

Emergency Repair Reserve

- **Description and Justification**
 - Established to cover emergency repairs and provide ready access to the required cash.
- **\$650,000 for FY 2013/2014**

Estimated Cash Balance

Cash Balance

	<u>Amount</u>	
Estimated Cash & Investment Balance at June 30, 2013		\$ 15,100,000
Plus: Net Operating & Investment Revenues		763,670
Less Other Costs:		
Business Development Costs	(300,000)	
Contingency	(100,000)	
Debt Service	<u>(626,823)</u>	(1,026,823)
Plus Non-Operating Revenues:		
Passenger Facility Charges	1,150,000	
Customer Facility Charges	<u>900,000</u>	2,050,000
Plus Capital Contributions:		
Federal Grants - AIP Entitlements	5,869,032	
Federal Grants - AIP Discretionary Funds	7,034,661	
NC DOT Grants	<u>1,225,000</u>	14,128,693

Cash Balance (cont'd)

Less Capital Costs:

Capital Improvements	(10,485,000)	
Equipment and Small Capital Outlay Fund	(144,000)	
Renewal and Replacements	(572,000)	
Carryover Projects From FY2013	<u>(5,608,854)</u>	(16,809,854)

Estimated Cash & Investment Balance at June 30, 2014

14,205,686

Estimated Restricted Cash at June 30, 2014

500,000

Reserves:

Operations & Maintenance Reserve (6 Months)

3,742,872

Emergency Repair Reserve

650,000

Estimated Unrestricted Undesignated Cash & Investments at June 30, 2014

\$ 9,312,814

Supplemental Fees

Proposed FY 2013/2014 Fees

	FY 2013/2014 Proposed Fees		FY 2012/2013 Current Fees	
	Cost	Per	Cost	Per
<u>Maintenance</u>				
Scissor Lift	\$ 100.00	day	\$ 100.00	day
Large ADA Ramp Rental	\$ 100.00	use	\$ 100.00	use
Air Stair Rental	\$ 100.00	use	\$ 100.00	use
Volvo Wheel Loader	\$ 150.00	use	\$ 150.00	day
Fork-lift	\$ 100.00	use	\$ 100.00	day
Pallet Jack	\$ 50.00	use	\$ 50.00	use
Tenant Sweeper	\$ 125.00	hour	\$ 125.00	hour
Service Truck	\$ 50.00	hour	\$ 50.00	hour
Backhoe	\$ 100.00	hour	\$ 100.00	hour
Lighted X	\$ 200.00	day	\$ 200.00	day
Light Tower	\$ 150.00	day	\$ 150.00	day
Paint Stripper	\$ 100.00	hour	\$ 100.00	hour
Large Aircraft Removal Dolly	\$ 200.00	day	\$ 200.00	day
Small Aircraft Removal Dolly	\$ 100.00	day	\$ 100.00	day
Aircraft Jack	\$ 100.00	use	\$ 100.00	use
Cores	\$ 40.00	each	\$ 40.00	each
Keys	\$ 12.00	each	\$ 12.00	each
Large Dump Truck	\$ 200.00	hour	\$ 200.00	hour
Small Sweeper	\$ 200.00	hour	\$ 200.00	hour
Large Sweeper	\$ 300.00	hour	\$ 300.00	hour
Pressure Washer	\$ 125.00	hour	\$ 125.00	hour
Maintenance Labor Rate (1)	\$ 45.00	hour	\$ 45.00	hour
Security Escort Rate (1)	\$ 45.00	hour	\$ 45.00	hour

Proposed FY 2013/2014 Fees (cont'd)

	FY 2013/2014 Proposed Fees		FY 2012/2013 Current Fees	
	Cost	Per	Cost	Per
<u>Department of Public Safety</u>				
ARFF Apparatus for 1500 gal. or greater	\$ 250.00	hour	\$ 250.00	hour
ARFF Apparatus for less than 1500 gal.	\$ 150.00	hour	\$ 150.00	hour
Command, Police, and Ops support vehicles	\$ 100.00	hour	\$ 100.00	hour
Aircraft recover dolly	\$ 150.00	day	\$ 150.00	day
Maintenance Labor Rate (1)	\$ 45.00	hour	\$ 45.00	hour
Mutual Aid Agencies collected on their behalf		as incurred		as incurred
Replacement charges for AVL equipment/supplies		as incurred		as incurred
<u>Information Technology (IT) Department</u>				
IT Labor Rate - Non-Network (1)	\$ 40.00	hour	\$ 40.00	hour
IT Labor Rate - Network Related (1)	\$ 60.00	hour	\$ 60.00	hour
Cable Television (CATV) Signal Transport Fee	\$ 10.00	month	\$ 10.00	month
Cable Television (CATV) Package # 1 (2 & 3)	\$ 36.00	month	\$ 36.00	month
Cable Television (CATV) Package # 2 (2 & 3)	\$ 72.00	month	\$ 72.00	month
Dark Fiber per strand per 0-1000 ft	\$ 20.00	month	\$ 20.00	month
Dark Fiber per strand per 0-2000 ft	\$ 22.00	month	\$ 22.00	month
Dark Fiber per strand per 0-3000 ft	\$ 24.00	month	\$ 24.00	month
Wi-Fi & SSID (required for Wi-Fi Access) (2)	\$ 70.00	month	\$ 70.00	month
Internet Bandwidth-Not Dedicated (2 MB) (2)	\$ 50.00	month	\$ -	month
Internet Bandwidth-Not Dedicated (5 MB) (2)	\$ 70.00	month	\$ -	month
Internet Bandwidth-Not Dedicated (10 MB) (2)	\$ 125.00	month	\$ -	month

Notes:

- (1) One Hour Minimum, Minimum of 3 hours charged after regular business hours.
- (2) Add \$120 for 2 hours of IT Labor for Setup & Configuration. Fees may be reduced when bundled with other services.
- (3) Add additional upgrades at cost

Proposed FY 2013/2014 Fees (cont'd)

<u>Identification Badge Fees and Charges</u>	FY 2013/2014		FY 2012/2013	
	Cost	Proposed Fees Per	Cost	Current Fees Per
Initial Badge Issuance				
SIDA Badge	\$	67.00	\$	67.00
Non-SIDA Badge	\$	35.00	\$	35.00
Renewal of Badge				
SIDA Badge	\$	35.00	\$	35.00
Non-SIDA Badge	\$	35.00	\$	35.00
Lost Badge Replacement				
SIDA Badge (4)	\$	85.00 / \$ 100.00	\$	85.00 / \$ 100.00
Non-SIDA Badge (5)	\$	60.00 / \$ 75.00	\$	60.00 / \$ 75.00
Security Escort Training	\$	25.00	\$	25.00

Notes:

(4) \$85.00 for the first replacement badge, \$100.00 for the second replacement badge

(5) \$60.00 for the first replacement badge, \$75.00 for the second replacement badge

Proposed FY 2013/2014 Fees (cont'd)

	FY 2013/2014 Proposed Fees		FY 2012/2013 Current Fees	
	Cost	Per	Cost	Per
Identification Badge Fees and Charges				
Parking				
Long term	\$ 1.50	0 - 1 hour	\$ 1.50	0 - 1 hour
	\$ 1.50	each add'l hour	\$ 1.50	each add'l hour
	\$ 8.00	day	\$ 8.00	day
	\$ 48.00	week	\$ 48.00	week
Short term	\$ 1.00	1/2 hour	\$ 1.00	1/2 hour
	\$ 12.50	day	\$ 12.50	day
Employee Parking Rate	\$ 53 / \$48	new/renewal	\$ 53 / \$48	new/renewal
Commuter Parking Rate	\$ 279 / \$263	new/renewal	\$ 279 / \$263	new/renewal
Fines	up to \$1,000	day	up to \$1,000	day
Ground Transportation				
Airport Ground Transportation Permit (6)	\$ 200	annual	\$ 184	annual
Off-Airport Rental Car Fee	7.50%	of gross revenue	7.50%	of gross revenue

Notes:

(6) Only bill for first 10 vehicles to a maximum of \$2,000 per company.

QUESTIONS?

March 8, 2013

BUDGET MESSAGE

To: Members of the Greater Asheville Regional Airport Authority

From: Lew S. Bleiweis, A.A.E., Airport Director

The attached budget for the fiscal year ending June 30, 2014 has been prepared with special consideration given to the safeguarding of the Greater Asheville Regional Airport Authority's assets and the reliability of the Authority's financial records, while maintaining the flexibility to allow the airport staff the tools to provide outstanding service to our passengers and tenants and the general public.

We are custodians of public funds and public funds should not be convenient to spend. With this in mind, every employee will follow the requirements of the Authority's Policies and Procedures and the approved budget when purchasing goods and services.

The intended goals of the operations set forth in the attached budget are to continue the excellent safety record at the Asheville Regional Airport and to provide the best facilities possible to enhance the growth of the Airport and to thereby benefit the entire community served by the Airport.

The following narrative contains brief explanations and insights related to the preparation of this budget:

ASSUMPTIONS

Operating revenues are budgeted to decrease .4% from the prior year's budget. Passenger enplanements are projected to decrease 3.0%.

Airline revenues are budgeted to decrease with a lower percentage of airfield costs being allocated to commercial airlines as commercial airline operations are declining and general aviation operations are increasing. In addition, less office space will be rented by United. The current airline agreements are on a compensatory model, and provide for termination privileges by either party upon 60 days' notice.

Parking revenue is projected to decrease with the budgeted decrease in enplanements. Advertising revenues are budgeted to increase with advertising being brought in-house for the last five months of the year.

Budgeted operating expenses are expected to increase 2.1%. Five full-time equivalent (FTE) positions are budgeted to be added during the year, including three Airport Operations Specialists, an Airport Systems Technician II, and two part-time guest services clerks. A salary adjustment pool of 3% is budgeted. These increases are offset by lower deicing chemical costs with less snow expected, lower contractual services and emergency repair costs with the hire of the Airport Systems Technician, and lower maintenance costs with the FY2012/2013 budget including one-time maintenance costs.

OPERATING REVENUE

Investment Income:

Interest rates are assumed to remain low in FY2013/2014.

Space Rent-Non Airline:

All line items listed are at the lease rates in effect for the new fiscal year.

Space Rent-Airline:

Airline space rentals are estimated to decrease due to the decrease in space rented by United. In addition, apron fee costs, and thus the related billings to the airlines, are expected to decline.

Concessions:

Concession revenues are budgeted to increase due to the increasing minimum annual guarantee (MAG) from Departure Media for advertising for the first seven months of the year. In addition, advertising revenues are budgeted to increase for the last five months of the year, with advertising being budgeted to be brought in-house at the expiration of the contract with Departure Media. Also, the budget assumes that the Authority will receive income in accordance with the MAG provided in the food and gift agreement with Paradies, plus an estimated percentage of food and gift sales based on actual experience. The other line items are based on current agreements and/or historical averages.

Auto Parking:

Public Parking is budgeted to decrease with the budgeted decline in enplanements.

Rental Car-Car Rentals:

Rental car minimum annual guarantees (MAGs) are based on the assumption that the current five year agreements will be extended with the MAGs being based on the greater of the amounts bid for year three or 90% of the prior year's Percentage Fee.

Rental Car-Facility Rent:

Budget estimates are based on the assumption that the Authority will exercise its option to extend the expiring rental car agreements with no change to the current

facility rent contract provisions. The current contracts provide that these facility rents be increased annually by the greater of the CPI or 3.5%. The Common Area Maintenance (CAM) fees are based on those included in the Operations Department budget.

Commercial Ground Transportation:

The revenues from Ground Transportation Fees, Employee Parking, and Commuter Parking are based on Staff estimates.

Landing Fees:

Airfield costs allocated to commercial airlines as Landing Fees are budgeted to decrease with a lower percentage of costs being allocated to commercial airlines as commercial airline operations are declining and general aviation operations are increasing. Landing Fees are charged based on 1,000 pounds of airlines gross landed weight.

FBOs:

The FBO fees are based on the current agreements with Landmark.

Building Leases:

All estimates are backed by current leases in place.

Land Leases:

All estimates are backed by current leases in force.

Other Leases/Fees:

LEO Services, which are based on estimated actual costs and the current TSA contract, are budgeted to decrease. The TSA reimbursement rate has decreased since TSA did not receive all of the funding that they requested. Security Fees for airlines are projected to increase to offset the LEO Services decrease. Airline Security Fees are based on FY2013/2014's projected Airlines Rates and Charges, which bills the airlines for the net security costs for the checkpoint that are not recovered from TSA. Telecommunication Fees are budgeted to increase as the Authority begins providing phone, data and cable service to tenants outside the terminal building. Other items are estimates based on historical data.

OPERATING EXPENSES

Personnel Services:

Payroll costs are based on current salaries for all employees, plus estimated longevity bonuses. In addition, staffing is projected to increase by the addition of five FTE positions during the year, including three Airport Operations Specialists, an Airport Systems Technician II, and two part-time guest services clerks. A salary adjustment pool of 3% is budgeted for FY 2013/2014. Overtime is estimated by Department Directors based on historical amounts, and is increased for the three

new Airport Operations Specialists. Benefits are estimated for each benefit type to better manage benefit costs. Total benefits are approximately 47% of payroll.

Professional Services:

Professional Services are estimated by Staff based on known events and historical data.

Contractual Services:

This estimate includes the cost of maintenance agreements, uniform cleaning services and other contractual services. These numbers are estimated based on agreements and/or historical data. Contractual services are budgeted to decrease due to the addition of the Airport Systems Technician, lower expected Parking Management costs with lower budgeted enplanements, and FY2012/2013's budget including one-time elevator upgrade costs.

Travel and Training:

The estimate for employee training and various educational conferences has been prepared by each Department Director using known facts and historical information.

Communications and Freight:

Telecommunications and Postage expense are estimated by Staff using known facts and historical information.

Rents and Leases:

This estimate is based on current copier and postage machine lease agreements.

Insurance:

Insurance premiums are expected to increase 10% over the actual prior year premiums, except for workers' compensation insurance which is expected to increase by 30%. Workers compensation insurance will also increase for the addition of the five FTE positions.

Utility Services:

This estimate is based on the latest historical data.

Repairs and Maintenance:

This line item, the timing and amount of which is always difficult to predict, has been estimated by the Director of Operations and other department heads to account for repairs and maintenance anticipated for FY 2013/2014.

Printing and Binding:

This estimate is based on known needs and historical data.

Promotional Activities:

These activities represent media advertising, community sponsorships, and tenant and employee events, and are based on planned activities for FY2013/2014.

Other Current Charges and Obligation:

This estimate includes credit card and bank fees, legal notices and advertising, and Board meeting expenses. It is estimated based on historical data. The Miscellaneous line includes the proposed miscellaneous costs to bring advertising in-house for the last five months of the year.

Operating Supplies:

This estimate is prepared by each Department Director based on known events and historical data. Budgeted Chemical Costs have been reduced by \$50,000 due to less snow being expected.

Books, Pub., Subscriptions, Memberships:

This estimate is prepared by each Department Director using historical data and known events and facts.

EMERGENCY REPAIR

This is an estimate to cover any unplanned, emergency repairs. The amount is based on historical costs, reduced to reflect the addition of the Airport Systems Technician.

CONTINGENCY

This is an estimate to cover any unknown expense. The amount is determined by the Executive Director.

CAPITAL BUDGET

The Capital Budget items were generated by the Department Directors and include those capital improvement projects in the approved five year capital improvement plan for FY 2013/2014. Explanations and justifications for new capital projects are included on the Capital Budget Request sheets.

Any capital improvement project will be subject to final approval by the Board prior to project initiation, in accordance with the Authority's Policies and Procedures.

DEBT SERVICE

Debt Service represents payments required by our bond agreement for the Rental Car Maintenance and Storage Facility.

BUSINESS DEVELOPMENT

Business Development represents costs to provide incentives for advertising, waiver of fees, etc. to airlines for new air service.

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
2013-2014
BUDGET ORDINANCE**

BE IT ORDAINED by the Greater Asheville Regional Airport Authority that, pursuant to Section 159-13 of the General Statutes of North Carolina, the 2013-2014 Budget Ordinance of the Airport Authority is hereby set forth as follows:

Section 1. The following amounts are hereby appropriated for the operation of the Greater Asheville Regional Airport Authority for the fiscal year beginning July 1, 2013 and ending June 30, 2014 in accordance with the following schedules:

EXPENDITURES

Administration Department	\$ 584,927
Development Department	268,786
Executive Department	491,935
Finance Department	374,614
Guest Services Department	167,064
Information Technology Department	661,630
Marketing Department	524,176
Operations Department	3,002,228
Public Safety Department	1,320,384
Emergency Repair Costs	90,000
Reimbursable Costs	350,000
Carry-over Capital Expenditures from Prior Year	5,608,854
Capital Improvement	10,485,000
Equipment and Small Capital Outlay	144,000
Renewal and Replacement	572,000
Business Development	300,000
Debt Service	626,823
Contingency	100,000
Total Expenditures	<u><u>\$25,672,421</u></u>

Section 2. It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2013 and ending June 30, 2014.

REVENUES

Administration (Interest Income)	\$ 20,000
Terminal	3,807,016
Airfield	859,800
General Aviation	966,739
Parking Lot	2,407,900
Other	187,959
Reimbursable Costs	350,000
Passenger Facility Charges	1,150,000
Customer Facility Charges	900,000
Federal Grants – AIP Entitlements	5,869,032
Federal Grants – AIP Discretionary Funds	7,034,661
NC Department of Transportation Grants	1,225,000
Transfer from GARAA Cash/Investments	894,314
Total Revenues	<u><u>\$25,672,421</u></u>

Section 3. The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He may transfer amounts between line item expenditures within a budget ordinance line item without limitation and without a report being required. These changes should not result in increased recurring obligations such as salaries.
- b. He may transfer amounts up to \$60,000 from contingency appropriations to other budget ordinance line items within the same fund. He must make an official report on such transfers at the next regular meeting of the board.

Section 4. This Budget Ordinance shall be entered in the minutes of the Greater Asheville Regional Airport Authority and within five (5) days after its adoption copies shall be filed with the Finance Officer, the Budget Officer and the Clerk to the Board of the Greater Asheville Regional Airport Authority as described in G.S. 159-13.

Section 5. This ordinance shall become effective on July 1, 2013.

Adopted this 26th day of April, 2013.

David R. Hillier, Chair

Attested by:

Ellen Heywood, Clerk to the Board

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
OPERATING SUMMARY
FY 2013/2014 BUDGET**

	Budget Amounts			Percent Change
	FY2012/2013	FY2013/2014	Difference	
<u>Revenues</u>				
Operating Revenues	\$ 8,265,501	\$ 8,229,414	\$ (36,086)	-0.4%
Investment Income	15,000	20,000	5,000	33.3%
Total Operating & Investment Revenues	8,280,501	8,249,414	(31,086)	-0.4%
<u>Expenses</u>				
Operating Expenses	7,335,328	7,485,744	150,416	2.1%
Total Operating Expenses	7,335,328	7,485,744	150,416	2.1%
Net Operating & Investment Income	\$ 945,173	\$ 763,670	\$ (181,502)	-19.2%

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
REVENUE BUDGET ANALYSIS FOR FISCAL YEAR 2013-2014**

Revenue Sources	Historical, Actual Revenue			FY 2012-2013			Proposed Budget Fiscal Year 2013-2014	Difference Est FY12-13 To Budget FY13-14	Difference Bud FY12-13 To Budget FY13-14
	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013 Budget	11/30/12 FYTD Actual Revenue	5 Projection for Full Fiscal Year			
Investment Income									
Interest Income	\$ 28,124	\$ 32,230	\$ 24,230	15,000	15,924	30,000	20,000	(10,000)	5,000
Total Investment Income	28,124	32,230	24,230	15,000	15,924	30,000	20,000	(10,000)	5,000
Terminal Space Rentals - Non-Airline									
FAA Tower Rent	108,522	114,429	118,741	122,292	50,433	121,039	125,947	4,908	3,655
TSA Space	78,541	82,973	87,404	87,404	36,419	87,406	87,404	(2)	-
Federal Express	60	60	60	60	25	60	60	-	-
Total Terminal Space Rentals - Non-Airline	187,123	197,462	206,205	209,756	86,877	208,505	213,411	4,906	3,655
Terminal Space Rentals - Airline									
Facility/Services/Hold Room Charges	561,470	645,291	681,802	750,000	348,334	718,391	750,000	31,609	-
Loading Bridge Fees (includes FGP & PC Air)	123,781	150,569	117,374	40,000	33,679	66,941	40,000	(26,941)	-
Apron Fees	241,219	252,243	224,988	220,000	87,558	182,782	175,000	(7,782)	(45,000)
Prior Years' Trueups	434,914	-	-	-	-	-	-	-	-
US Air(Counter/Office/Queue)	73,028	73,387	78,244	84,846	36,560	87,744	89,000	1,256	4,154
Delta/ASA (Counter/Office/Queue)	77,119	77,498	83,801	87,062	39,157	93,977	95,000	1,023	7,938
Air Tran (Counter/Office/Queue)	1,183	9,476	8,079	-	-	-	-	-	-
United/SkyWest (Counter/Office/Queue)	-	13,295	21,372	68,092	36,214	86,914	48,000	(38,914)	(20,092)
American (Counter/Office/Queue)	-	4,725	5,239	-	-	-	-	-	-
Continental (Counter/Office/Queue)	58,648	58,936	62,795	-	-	-	-	-	-
Allegiant (Counter/Office/Queue)	-	-	-	-	-	4,824	8,000	3,176	8,000
Turn Fees-Non-Scheduled Airlines	-	22,990	7,995	40,000	1,230	11,070	35,000	23,930	(5,000)
Total Terminal Space Rentals - Airline	1,571,361	1,308,410	1,291,689	1,290,000	582,732	1,252,643	1,240,000	(12,643)	(50,000)
Concessions									
Food & Beverage, Gift, Info	57,379	52,610	110,572	90,000	45,700	109,680	100,000	(9,680)	10,000
Advertising	54,057	71,505	84,107	70,000	29,551	90,900	120,000	29,100	50,000
Brochure Sales	21,648	19,333	21,405	24,000	10,950	24,445	24,750	305	750
Guest Services	1,470	3,150	3,067	3,775	1,461	3,506	3,285	(221)	(490)
Art in the Airport	51	244	160	200	294	294	200	(94)	-
Baggage Cart	188	188	28	-	-	-	-	-	-
Sanitary Machines	120	89	85	-	34	82	80	(2)	80
Massage Chairs & Phone Charger (SmarteCarte)	766	785	100	-	-	-	-	-	-
ATM	337	1,875	1,540	2,000	671	1,610	1,600	(10)	(400)
Total Concessions	136,015	149,779	221,064	189,975	88,661	230,517	249,915	19,398	59,940
Auto Parking									
Public Parking	2,289,550	2,520,421	2,586,409	2,400,000	1,084,401	2,350,000	2,350,000	-	(50,000)
Commuter Parking	14,540	16,602	18,852	15,800	5,035	15,800	21,000	5,200	5,200

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
REVENUE BUDGET ANALYSIS FOR FISCAL YEAR 2013-2014**

Revenue Sources	Historical, Actual Revenue			FY 2012-2013			Proposed Budget Fiscal Year 2013-2014	Difference Est FY12-13 To Budget FY13-14	Difference Bud FY12-13 To Budget FY13-14
	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013 Budget	11/30/12 FYTD Actual Revenue	5 Projection for Full Fiscal Year			
Total Auto Parking	2,304,090	2,537,023	2,605,261	2,415,800	1,089,436	2,365,800	2,371,000	5,200	(44,800)
Rental Car									
Rental Car - Car Rentals									
All Companies % (Signatory)	-	-	-	-	-	-	-	-	-
Avis MAG	236,417	243,417	250,417	258,333	107,250	257,400	245,250	(12,150)	(13,083)
Hertz MAG	400,800	420,825	441,750	463,942	192,225	461,340	426,109	(35,231)	(37,833)
Enterprise MAG	155,000	164,167	216,010	178,805	108,897	261,353	271,700	10,347	92,895
Budget MAG	157,288	160,793	165,555	170,501	70,801	169,922	161,918	(8,004)	(8,583)
National/Alamo MAG	238,531	245,686	253,056	260,649	108,234	259,762	247,533	(12,229)	(13,116)
Avis %	-	-	-	-	-	-	-	-	-
Hertz %	-	-	-	-	-	-	-	-	-
Enterprise %	15,229	73,946	87,491	-	15,750	37,800	-	(37,800)	-
Budget %	-	1,666	-	-	-	-	-	-	-
National/Alamo %	-	-	-	-	-	-	-	-	-
Off Airport % - Thrifty	-	20,626	17,377	15,000	7,633	18,319	18,000	(319)	3,000
Off Airport % - U Save	-	3,486	614	1,500	-	-	-	-	(1,500)
Off Airport % - Dollar	-	5,860	5,192	7,500	1,602	3,845	3,000	(845)	(4,500)
Subtotal Car Rentals	1,203,264	1,340,472	1,437,462	1,356,230	612,392	1,469,741	1,373,510	(96,231)	17,280
Rental Car - Facility Rent									
Avis (Counter & Office)	30,463	31,531	30,500	31,373	13,363	32,315	33,532	1,217	2,159
Hertz (Counter & Office)	29,299	30,326	32,072	33,256	15,170	37,019	38,657	1,638	5,401
Enterprise (Counter & Office)	25,564	26,459	25,631	26,368	11,844	28,845	30,079	1,234	3,711
Vanguard/National/Alamo (Counter & Office)	29,299	30,326	31,928	33,095	15,193	37,105	38,768	1,663	5,673
Budget (Counter & Office)	27,892	28,872	28,843	29,759	13,953	34,165	35,760	1,596	6,001
Avis (Ready/Return)	8,310	8,460	8,103	8,162	3,312	7,821	7,978	157	(184)
Hertz (Ready/Return)	12,938	13,256	13,360	13,603	5,418	12,580	12,672	92	(931)
Enterprise (Ready/Return)	6,131	6,911	9,095	9,976	4,519	11,681	12,672	991	2,696
Vanguard/National/Alamo (Ready/Return)	9,676	10,010	9,747	9,976	4,064	9,634	9,856	221	(120)
Budget (Ready/Return)	6,677	6,626	6,571	6,802	2,823	6,802	7,040	238	238
Avis (Service Facility)	36,590	38,393	36,640	36,777	14,938	35,313	36,050	737	(727)
Hertz (Service Facility)	52,768	59,724	61,402	62,302	25,341	59,981	61,287	1,307	(1,015)
Enterprise (Service Facility)	36,794	34,646	42,748	47,224	21,409	55,368	60,083	4,715	12,859
Budget (Service Facility)	27,946	29,608	29,622	30,178	11,750	26,695	26,441	(253)	(3,737)
Vanguard/National/Alamo (Service Facility)	48,125	46,325	45,716	47,224	19,404	46,349	47,673	1,324	449
Avis CAM fee	10,355	13,920	15,909	-	5,769	-	-	-	-
Hertz CAM fee	14,084	16,652	17,624	-	6,491	-	-	-	-
Enterprise CAM fee	9,745	9,544	12,403	-	5,326	-	-	-	-
Vanguard/National/Alamo CAM fee	13,275	23,040	21,265	-	8,385	-	-	-	-
Budget CAM fee	7,932	9,128	8,236	-	2,891	-	-	-	-

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
REVENUE BUDGET ANALYSIS FOR FISCAL YEAR 2013-2014**

Revenue Sources	Historical, Actual Revenue			FY 2012-2013			Proposed Budget Fiscal Year 2013-2014	Difference Est FY12-13 To Budget FY13-14	Difference Bud FY12-13 To Budget FY13-14
	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013 Budget	11/30/12 FYTD Actual Revenue	5 Projection for Full Fiscal Year			
Common Area Maintenance (Service Facility)				66,853		66,853	66,631	(222)	(222)
Subtotal Facility Rent	443,862	473,757	487,415	492,928	211,363	508,526	525,180	16,654	32,252
Total Rental Car	1,647,127	1,814,229	1,924,877	1,849,158	823,755	1,978,267	1,898,690	(79,577)	49,532
Commercial Ground Transportation									
Employee Parking	10,245	11,260	13,075	9,600	2,897	13,841	13,900	59	4,300
Ground Transportation Fees	26,680	7,150	37,062	22,400	5,152	22,400	23,000	600	600
Total Commercial Ground Transportation	36,925	18,410	50,137	32,000	8,049	36,241	36,900	659	4,900
Landing Fees									
Air Wisconsin	8,347	71,108	58,184		26,898			-	-
ASA/Delta	167,154	157,191	212,242		100,987			-	-
Air Tran	1,627	32,277	26,851		-			-	-
Comair	5,165	10,506	4,007		-			-	-
Continental / Express Jet	37,294	35,631	43,906		14,071			-	-
Piedmont/PSA	125,321	103,942	149,265		56,569			-	-
Chautauqua	8,265	19,331	23,065		4,343			-	-
Freedom/Mesa	163	-	198		222			-	-
Pinnacle/Northwest	26,091	19,877	8,682		9,723			-	-
SkyWest / United	-	19,795	48,947		22,284			-	-
Allegiant	-	-	-		1,582			-	-
American		1,017	2,976		-		-	-	-
Total Scheduled Carriers	-	-	-	610,000	-	500,995	540,000	39,005	(70,000)
Charter Fees	14,714	6,667	9,322	7,000	5,087	12,209	8,000	(4,209)	1,000
Total Landing Fees	394,142	477,342	587,645	617,000	241,766	513,204	548,000	34,796	(69,000)
FBOs									
Percentage Fee	253,874	169,181	22,439	15,000	8,334	20,002	17,000	(3,002)	2,000
Optional Parcel Fee - Gravel Lot	12,000	12,000	12,000	12,000	5,000	9,000	-	(9,000)	(12,000)
T-Hangar	70,025	83,161	77,873	79,618	33,174	79,618	81,051	1,433	1,433
Bulk Hangar #1	98,500	116,874	109,224	111,672	46,530	111,672	113,682	2,010	2,010
Bulk Hangar #2	190,599	203,428	205,928	210,543	87,726	210,542	214,333	3,791	3,790
Land Rent	59,093	200,489	446,292	456,295	190,123	452,779	453,961	1,182	(2,334)
Apron Rent	47,839	26,798	-	-	-	-	-	-	-
Option Parcel Fee	8,712	8,712	8,712	8,712	3,630	8,712	8,712	-	-
Fuel Flowage Fee	19,658	51,790	64,616	60,000	31,447	75,473	70,000	(5,473)	10,000
Subtotal FBOs	760,300	872,433	947,084	953,840	405,964	967,798	958,739	(9,059)	4,899
Belle Aircraft Maintenance									
Percentage Fee	7,053	10,765	8,255	8,000	3,884	9,322	8,000	(1,322)	-
Total FBOs/SASOs	767,353	883,198	955,339	961,840	409,848	977,120	966,739	(10,381)	4,899

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
REVENUE BUDGET ANALYSIS FOR FISCAL YEAR 2013-2014**

Revenue Sources	Historical, Actual Revenue			FY 2012-2013			Proposed Budget Fiscal Year 2013-2014	Difference Est FY12-13 To Budget FY13-14	Difference Bud FY12-13 To Budget FY13-14
	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013 Budget	11/30/12 FYTD Actual Revenue	5 Projection for Full Fiscal Year			
Building Leases									
Rental Houses	20,700	9,398	9,000	21,000	3,885	9,324	20,640	11,316	(360)
Advantage West	79,250	79,250	79,250	83,585	33,781	81,074	81,074	-	(2,511)
Lacy Griffin Building (WNC Aviation)	14,379	21,785	23,045	22,775	9,594	23,026	23,089	63	314
Cargo Building (US Airways)	12,000	12,000	12,925	12,657	5,395	12,948	12,948	-	291
Total Building Leases	126,329	122,433	124,220	140,017	52,655	126,372	137,751	11,379	(2,266)
Land Leases									
Pasture Rent	600	600	600	600	250	600	600	-	-
Lamar (Billboard)	8,295	2,534	3,338	3,200	1,333	3,199	3,325	126	125
US Forest Service - Tanker	9,662	9,766	10,103	10,167	4,275	10,260	10,320	60	153
Golf Center	10,254	10,328	10,682	10,749	4,532	10,877	10,963	86	214
Total Land Leases	28,810	23,228	24,723	24,716	10,390	24,936	25,208	272	492
Other Leases/Fees									
LEO Services (TSA)	139,067	162,423	137,926	144,482	53,969	121,809	116,800	(5,009)	(27,682)
Shared Terminal Services - Airlines on AirIT	1,408	43,645	44,934	25,000	4,536	15,000	10,000	(5,000)	(15,000)
Security Fee (Airlines)	173,856	191,585	208,310	200,000	100,651	209,200	240,000	30,800	40,000
Security Fee (Rental Car)	57,503	61,196	68,481	65,217	27,497	65,540	67,000	1,460	1,783
Security Fee (ID Media)	5,891	14,102	13,988	33,540	8,736	20,966	20,000	(966)	(13,540)
Telecommunication Fees (Voice/Data)	33,763	42,190	44,970	40,000	17,963	43,111	62,000	18,889	22,000
Sale of Assets	-	7,667	-	-	-	-	-	-	-
Misc	72,180	7,126	5,537	1,000	1,918	4,603	1,000	(3,603)	-
Tenant Services/Assessment Fees	8,169	10,397	9,692	1,000	5,621	9,000	1,000	(8,000)	-
Annual Event Fees/Sponsorships	-	-	22,590	25,000	26,107	27,107	24,000	(3,107)	(1,000)
Total Other Leases	491,837	540,331	556,428	535,239	246,998	516,336	541,800	25,464	6,561
Total Revenue	\$ 7,719,236	\$ 8,104,075	\$ 8,571,818	\$ 8,280,501	\$ 3,657,091	\$ 8,259,941	\$ 8,249,414	\$ (10,527)	\$ (31,086)
								-0.1%	-0.4%

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
EXPENSE BUDGET ANALYSIS FOR FISCAL YEAR 2013-2014

Expenses	Historical, Actual Expenses			FY 2012-2013			Proposed Budget Fiscal Year 2013-2014	Difference Est FY12-13 To Budget FY13-14	Difference Bud FY12-13 To Budget FY13-14
	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013 Budget	11/30/12 FYTD Actual Expenses	Projection for Full Fiscal Year			
PERSONNEL SERVICES									
Regular Salaries	\$ 2,230,127	\$ 2,318,335	\$ 2,581,816	\$ 2,742,120	\$ 1,093,449	\$ 2,707,556	\$ 2,878,905	\$ 171,349	\$ 136,785
Overtime	79,413	68,132	55,876	60,500	22,871	66,375	67,900	1,525	7,400
Salary Adjustment/Bonus Pool	68,038	-	-	34,174	-	-	76,112	76,112	41,938
LEO Special Separation Allowance	-	40,783	40,783	20,468	12,567	20,468	35,661	15,193	15,193
Longevity	-	20,622	29,327	38,166	10,176	38,122	41,272	3,150	3,106
Unemployment Claims	12,844	4,940	15,517	14,000	-	14,000	28,280	14,280	14,280
Retiree Health	35,264	35,456	33,353	33,131	15,291	33,131	35,169	2,038	2,038
Benefits	925,900	980,903	1,073,915	1,187,436	450,500	1,171,417	1,358,274	186,857	170,838
Total Personnel Services	3,351,586	3,469,171	3,830,587	4,129,995	1,604,854	4,051,069	4,521,573	470,504	391,578
OPERATING EXPENSES									
Professional Services									
Professional Services - General	59,959	137,424	39,352	101,700	4,610	93,700	86,728	(6,972)	(14,972)
Professional Services - Legal	59,003	51,482	35,889	50,000	12,416	50,000	40,000	(10,000)	(10,000)
Artwork and Creative Production	4,104	19,112	29,759	26,000	427	25,000	19,000	(6,000)	(7,000)
Surveys, Reports & Data	32,060	51,815	41,575	30,300	9,300	30,300	32,300	2,000	2,000
Physicals & Drug Screens	909	1,299	2,607	1,200	675	1,200	1,200	-	-
Engineering and Architectural	14,974	29,959	(815)	25,000	-	5,000	20,000	15,000	(5,000)
Website Maintenance	2,148	2,148	2,148	2,200	-	2,200	3,100	900	900
Disadvantaged Business Unit	2,260	-	-	-	-	-	-	-	-
Auditors	13,183	19,000	12,200	15,000	3,100	15,725	15,000	(725)	-
Temporary Help	16,664	26,756	55,351	31,100	31,653	92,947	30,600	(62,347)	(500)
Relocation Expense	-	13,968	-	-	-	-	-	-	-
Total Professional Services	205,264	352,963	218,066	282,500	62,181	316,072	247,928	(68,144)	(34,572)
Contractual Services									
Computer Technical Support	18,761	21,954	22,560	23,600	7,588	23,600	23,500	(100)	(100)
Landscaping	13,211	9,600	9,600	11,000	4,000	11,000	12,000	1,000	1,000
Custodial Services	-	-	-	-	-	-	-	-	-
Parking Management Contract	334,914	338,751	343,649	393,305	160,387	384,929	370,351	(14,578)	(22,954)
Other Contractual Services	154,956	193,545	209,292	263,403	68,794	260,343	210,437	(49,906)	(52,966)
Elevator Maintenance Contract	5,412	3,756	4,653	41,100	29,228	35,000	4,213	(30,787)	(36,887)
Fire Alarm Systems Contract	12,533	9,381	9,800	15,100	5,867	12,000	13,500	1,500	(1,600)
	539,787	576,987	599,554	747,508	275,864	726,872	634,001	(92,871)	(113,507)
Travel and Training									
Travel & Per Diem	101,243	89,331	108,297	133,000	36,117	122,006	122,795	789	(10,205)
Training & Education	20,984	17,093	24,667	54,240	4,380	43,500	42,240	(1,260)	(12,000)
Total Travel and Training	122,227	106,424	132,964	187,240	40,497	165,506	165,035	(471)	(22,205)

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
EXPENSE BUDGET ANALYSIS FOR FISCAL YEAR 2013-2014**

Expenses	Historical, Actual Expenses			FY 2012-2013			Proposed Budget Fiscal Year 2013-2014	Difference Est FY12-13 To Budget FY13-14	Difference Bud FY12-13 To Budget FY13-14
	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013 Budget	11/30/12 FYTD Actual Expenses	Projection for Full Fiscal Year			
Communications and Freight									
Postage	3,611	4,274	3,853	6,060	1,600	4,500	4,475	(25)	(1,585)
Express Mail Delivery	1,343	1,408	906	2,000	352	845	1,500	655	(500)
Telecommunications	48,425	54,760	57,412	63,228	25,465	63,182	71,848	8,666	8,620
Online Services	570	547	878	1,060	464	1,113	2,500	1,387	1,440
Total Communications and Freight	53,949	60,989	63,049	72,348	27,881	69,640	80,323	10,683	7,975
Rentals and Leases									
Rentals & Leases	12,974	14,831	14,437	15,020	5,231	14,920	12,316	(2,604)	(2,704)
Total Rentals and Leases	12,974	14,831	14,437	15,020	5,231	14,920	12,316	(2,604)	(2,704)
Insurance									
Property & Casualty	54,726	55,037	38,742	42,620	17,223	41,333	49,000	7,667	6,380
General Liability	39,590	33,530	31,770	34,950	13,281	31,874	35,000	3,126	50
Auto Liability	16,100	13,970	19,119	21,000	7,891	18,938	22,500	3,562	1,500
Other Insurance & Bonds	43,859	41,579	33,215	36,540	14,267	34,241	38,000	3,759	1,460
Worker's Compensation Insurance	40,796	37,490	62,488	66,198	27,309	65,542	85,000	19,458	18,802
Total Insurance	195,071	181,606	185,334	201,308	79,971	191,928	229,500	37,572	28,192
Utility Services									
Electric Service	269,562	304,432	307,263	343,834	125,421	324,762	329,725	4,963	(14,109)
Gas Service	49,849	52,405	38,815	56,697	7,934	53,102	52,520	(582)	(4,177)
Water/Sewer Service	41,705	53,784	35,124	52,978	9,530	46,134	49,770	3,636	(3,208)
Total Utility Services	361,116	410,621	381,202	453,509	142,885	423,998	432,015	8,017	(21,494)
Repairs and Maintenance									
Other Repairs & Maintenance	10,338	7,698	17,189	17,700	10,885	18,200	17,000	(1,200)	(700)
Terminal, Buildings and Grounds	123,190	177,713	150,989	252,500	75,923	230,000	214,469	(15,531)	(38,031)
Vehicles and Heavy Equipment	71,171	52,616	77,158	48,000	34,045	81,708	75,000	(6,708)	27,000
Airport and Airfield Equipment	25,834	35,776	85,022	15,000	8,000	15,000	15,500	500	500
Total Repairs and Maintenance	230,533	273,803	330,358	333,200	128,853	344,908	321,969	(22,939)	(11,231)
Printing & Binding									
Printing & Binding	6,837	8,345	7,905	9,300	3,286	9,214	8,400	(814)	(900)
Banners	185	-	535	3,500	-	3,500	3,500	-	-
Total Printing & Binding	7,022	8,345	8,440	12,800	3,286	12,714	11,900	(814)	(900)

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
EXPENSE BUDGET ANALYSIS FOR FISCAL YEAR 2013-2014**

Expenses	Historical, Actual Expenses			FY 2012-2013			Proposed Budget Fiscal Year 2013-2014	Difference Est FY12-13 To Budget FY13-14	Difference Bud FY12-13 To Budget FY13-14
	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013 Budget	11/30/12 FYTD Actual Expenses	Projection for Full Fiscal Year			
Promotional Activities									
Radio	54,589	51,537	35,122	16,000	4,317	16,000	12,000	(4,000)	(4,000)
Billboards	27,063	36,699	35,600	36,200	11,400	36,200	39,000	2,800	2,800
Print	37,986	20,276	14,650	13,100	9,031	13,100	17,100	4,000	4,000
TV	49,684	37,619	55,585	69,000	24,486	69,000	64,000	(5,000)	(5,000)
Telephone Book	2,402	1,088	1,048	1,792	438	1,000	800	(200)	(992)
E-Marketing	-	17,818	29,414	48,800	16,367	48,800	47,800	(1,000)	(1,000)
Air Service Development	-	-	-	3,000	65	1,500	1,500	-	(1,500)
Other Promotional Events/Sponsorships	15,583	6,871	12,424	15,500	1,345	15,000	24,000	9,000	8,500
Community Events/Exhibits/Sponsorships	21,519	23,547	49,753	53,550	30,851	53,474	51,000	(2,474)	(2,550)
Employee/Tenant Events	19,498	21,448	19,919	29,050	8,175	27,980	30,225	2,245	1,175
Marketing/Advertsing									
Wellness	-	8,132	4,991	5,000	904	5,000	4,500	(500)	(500)
Total Promotional Activities	228,324	225,035	258,506	290,992	107,379	287,054	291,925	4,871	933
Other Current Charges and Obligations									
Legal Notices & Advertising	3,614	2,653	666	6,500	-	5,000	6,000	1,000	(500)
Credit Card & Bank Fees	47,580	57,073	62,605	68,080	25,816	64,200	67,000	2,800	(1,080)
Other Current Charges & Obligations	8,217	10,055	6,293	8,100	1,918	6,000	7,000	1,000	(1,100)
Miscellaneous Expense	-	119,805	2,280	-	-	-	13,700	13,700	13,700
Total Other Current Charges and Obligations	59,411	189,586	71,844	82,680	27,734	75,200	93,700	18,500	11,020
Operating Supplies									
Office Supplies	8,235	8,501	10,664	12,175	4,001	12,000	12,000	-	(175)
Vehicle Fuel	33,543	40,248	38,231	48,000	15,387	48,000	45,000	(3,000)	(3,000)
Shop Supplies	1,653	2,529	5,266	5,150	1,262	5,150	5,000	(150)	(150)
Other Operating Supplies	39,939	54,801	37,575	56,956	10,650	47,466	57,993	10,527	1,037
Art Program Supplies	1,728	371	998	1,500	353	1,500	1,200	(300)	(300)
Promotional Supplies	14,823	14,947	13,629	14,000	2,625	13,500	12,500	(1,000)	(1,500)
Holiday Decorations	1,060	541	-	1,250	672	672	600	(72)	(650)
Chemicals and Safety	6,834	6,633	5,156	130,512	683	81,200	79,512	(1,688)	(51,000)
Small Tools and Equipment	15,811	14,762	12,669	18,500	2,023	16,500	12,000	(4,500)	(6,500)
Custodial Supplies	3,523	6,674	14,234	14,000	1,898	12,000	10,000	(2,000)	(4,000)
Custodial Consumables	34,783	35,229	32,163	35,000	11,863	30,000	30,000	-	(5,000)
Operating Furniture, Fixtures, Equipment and Software	27,404	17,873	45,580	28,150	9,103	27,542	24,172	(3,370)	(3,978)
Uniforms	12,708	12,424	14,810	19,600	(137)	17,900	19,800	1,900	200
Firefighter Equipment	880	1,402	3,479	4,300	781	4,000	2,500	(1,500)	(1,800)
Total Operating Supplies	202,924	216,935	234,454	389,093	61,164	317,430	312,277	(5,153)	(76,816)

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
EXPENSE BUDGET ANALYSIS FOR FISCAL YEAR 2013-2014**

	Historical, Actual Expenses			FY 2012-2013			Proposed Budget Fiscal Year 2013-2014	Difference Est FY12-13 To Budget FY13-14	Difference Bud FY12-13 To Budget FY13-14
	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013 Budget	11/30/12 FYTD Actual Expenses	Projection for Full Fiscal Year			
Expenses									
Books, Publications, Subscriptions & Memberships									
Books, Publications, Compact Disks, Videos & Subscriptions	3,763	3,632	3,004	8,165	1,164	6,981	5,592	(1,389)	(2,573)
Dues & Memberships	21,616	20,061	28,292	26,750	18,810	32,206	34,970	2,764	8,220
Licenses and Certification Fees	125	60	204	2,220	260	2,220	720	(1,500)	(1,500)
Total Books, Publications, Subscriptions & Mem.	25,504	23,753	31,500	37,135	20,234	41,407	41,282	(125)	4,147
Emergency Repair	62,005	21,552	63,619	100,000	-	100,000	90,000	(10,000)	(10,000)
TOTAL SERVICES & MATERIALS	2,306,111	2,663,430	2,593,327	3,205,333	983,160	3,087,649	2,964,171	(123,478)	(241,162)
TOTAL OPERATING EXPENSES, INCLUDING EMERGENCY REPAIR EXPENSE	\$ 5,657,697	\$ 6,132,601	\$ 6,423,914	\$ 7,335,328	\$ 2,588,014	\$ 7,138,718	\$ 7,485,744	\$ 347,026	\$ 150,416
								4.9%	2.1%

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Administrative

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Admin
Department # 11
Cost Center 00
Source 00

Account Code		Description				Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount

PERSONNEL SERVICES

ARA	500000	11	00	00	Salaries	101,798	101,798
ARA	500015	11	00	00	Salary Adjustment Pool	76,112	76,112
ARA	500016	11	00	00	Longevity	2,056	2,056
ARA	500018	11	00	00	Unemployment Claims	28,280	28,280
ARA	500165	11	00	00	Retiree Health	35,169	35,169
<u>Benefits:</u>							
ARA	500017	11	00	00	Medical Reimbursements	100	38,777
ARA	500050	11	00	00	FICA Taxes	9,234	
ARA	500070	11	00	00	LGERS retirement	7,558	
ARA	500080	11	00	00	401k	5,345	
ARA	500160	11	00	00	Medical	14,068	
ARA	500260	11	00	00	Dental	1,361	
ARA	500360	11	00	00	Life Insurance	392	
ARA	500460	11	00	00	Disability	719	
TOTAL PERSONNEL SERVICES							282,192

OPERATING EXPENSES

Professional Services							
ARA	604000	11	00	00	Professional Services - General		2,800
					HRA's	2,800	
ARA	604020	11	00	00	Physicals and Drug Screens		1,200
					Physicals & Drug Screens	1,200	
ARA	641000	11	00	00	Temporary Help		600
					Receptionist vacation coverage	600	
Travel and Training							
ARA	650000	11	00	00	Travel, Per Diem, Conference Registration		6,400
					ACI HR Conference	2,000	
					Risk Management or Benefit Conference	2,000	
					Local Travel	2,400	
ARA	651000	11	00	00	Training & Education		3,500
					HR Training/HR Laws Update/HR Education	1,500	
					Tuition reimbursement for employees	2,000	
Communications and Freight							
ARA	660000	11	00	00	Postage		4,475
					Postage	4,000	
					Postage machine supplies	475	
ARA	661000	11	00	00	Express Mail Delivery		1,500
					Express mail	1,500	
Rentals and Leases							

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Administrative

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Admin
Department # 11
Cost Center 00
Source 00

Account Code		Description				Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount
ARA	664000	11	00	00	Rentals and Leases		1,000
					Neopost postage machine rental	1,000	
					Insurance		
ARA	670000	11	00	00	Property Insurance		49,000
					Property insurance	49,000	
ARA	671000	11	00	00	General Liability		35,000
					General liability insurance	35,000	
ARA	672000	11	00	00	Auto Liability		22,500
					Auto liability insurance	22,500	
ARA	673000	11	00	00	Other Insurance and Bonds		38,000
					Public officials insurance	38,000	
					Police professional liability insurance		
					Crime insurance		
ARA	674000	11	00	00	Worker's Compensation Insurance		85,000
					Workers' compensation insurance	85,000	
					Printing & Binding		
ARA	730000	11	00	00	Printing & Binding		300
					Printing and Binding	300	
					Promotional Activities		
ARA	740101	11	00	00	Community Events/Exhibits/Sponsorships		200
					United Way campaign	200	
ARA	740115	11	00	00	Employee/Tenant Appreciation		23,100
					Employee birthday coupons	680	
					Employee picnic	3,000	
					Employee flowers (funeral/hospital)	300	
					Employee recognition program	200	
					Employee service awards	1,870	
					Employee holiday checks/gift cards	14,550	
					Employee holiday lunches	2,500	
ARA	740119	11	00	00	Wellness		4,500
					Wellness	4,500	
					Other Current Charges and Obligations		
ARA	750000	11	00	00	Legal Notices & Placements		6,000
					Employment advertising	5,000	
					Legal notices	1,000	
					Operating Supplies		

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Administrative

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Admin
Department # 11
Cost Center 00
Source 00

Account Code		Description				Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
ARA	760000	11	00	00	Office Supplies		12,000	
					Office supplies	12,000		
ARA	770300	11	00	00	Operating Supplies		4,000	
					Administrative supplies	4,000		
ARA	771000	11	00	00	Operating Furniture, Fixtures, Equipment and Software Greater than \$100 & up to \$5,000		500	
					HR furniture & equipment	500		
Books, Publications, Subscriptions and Memberships								
ARA	780100	11	00	00	Dues & Memberships		710	
					SHRM	350		
					WNCHR	175		
					SEC-AAAE	35		
					IPMA-HR	150		
ARA	780500	11	00	00	Books, Publications, Compact Disks, Videos & Subscriptions		450	
					North Carolina Employment Law Letter	350		
					HR Books/Publications	100		
TOTAL OPERATING EXPENSES								302,735
SECTION TOTAL								584,927

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

Administrative
Fiscal Year 2013/2014
Variance Analysis

Acct #	Description	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
		FY 2014 Budget	FY 2013 Budget	Increase/Decrease		FY 2013 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease		
				Amount	Percent			Amount	Percent		Amount	Percent	
500000	Salaries	101,798	101,798	0	0.00%	42,222	101,798	0	0.00%	98,544	3,254	3.30%	
500015	Salary Adjustment Pool	76,112	34,174	41,938	122.72%	(2,652)	0	76,112	100%	0	76,112	100%	
500016	Longevity	2,056	572	1,484	259.44%	555	555	1,501	270.45%	540	1,516	280.74%	
500018	Unemployment Claims	28,280	14,000	14,280	102.00%	0	14,000	14,280	102.00%	15,517	12,763	82.25%	
500165	Retiree Health	35,169	33,131	2,038	6.15%	15,291	33,131	2,038	6.15%	33,353	1,816	5.44%	
500017	Medical Reimbursements	100	100	0	0.00%	0	100	0	0.00%	100	0	0.00%	
500050	FICA Taxes	9,234	9,792	(558)	-5.70%	3,372	9,792	(558)	-5.70%	7,721	1,513	19.60%	
500070	LGERS retirement	7,558	6,900	658	9.54%	2,883	6,900	658	9.54%	6,869	689	10.03%	
500080	401k	5,345	5,118	227	4.44%	2,139	5,118	227	4.44%	4,901	444	9.06%	
500160	Medical	14,068	11,927	2,141	17.95%	4,968	11,923	2,145	17.99%	11,118	2,950	26.53%	
500260	Dental	1,361	1,361	0	0.00%	567	1,361	0	0.01%	1,361	0	0.00%	
500360	Life Insurance	392	392	0	0.00%	149	358	34	9.62%	357	35	9.80%	
500460	Disability	719	673	46	6.84%	246	590	129	21.78%	591	128	21.66%	
	Total Benefits	38,777	36,263	2,514	6.93%	14,324	36,142	2,635	7.29%	33,018	5,759	17.44%	
	Total Personal Services	282,192	219,938	62,254	28.31%	69,740	185,626	96,566	52.02%	180,972	101,220	55.93%	
604000	Professional Services - General	2,800	5,000	(2,200)	-44.00%	0	5,000	(2,200)	-44.00%	3,305	(505)	-15.28%	
604020	Physicals and Drug Screens	1,200	1,200	0	0.00%	675	1,200	0	0.00%	284	916	322.54%	
641000	Temporary Help	600	600	0	0.00%	441	441	159	36.05%	711	(111)	-15.61%	
650000	Travel, Per Diem, Conference Registration	6,400	8,400	(2,000)	-23.81%	3,396	8,150	(1,750)	-21.48%	7,413	(1,013)	-13.67%	
651000	Training & Education	3,500	6,000	(2,500)	-41.67%	0	1,500	2,000	133.33%	1,010	2,490	246.53%	
660000	Postage	4,475	3,000	1,475	49.17%	600	1,440	3,035	210.76%	1,442	3,033	210.33%	
661000	Express Mail Delivery	1,500	2,000	(500)	-25.00%	352	845	655	77.56%	906	594	65.56%	
664000	Rentals and Leases	1,000	2,200	(1,200)	-54.55%	525	2,100	(1,100)	-52.38%	2,100	(1,100)	-52.38%	
670000	Property and Casualty Insurance	49,000	42,620	6,380	14.97%	17,222	41,333	7,667	18.55%	38,742	10,258	26.48%	
671000	General Liability	35,000	34,950	50	0.14%	13,281	31,874	3,126	9.81%	31,770	3,230	10.17%	
672000	Auto Liability	22,500	21,000	1,500	7.14%	7,891	18,938	3,562	18.81%	19,119	3,381	17.68%	
673000	Other Insurance & Bonds	38,000	36,540	1,460	4.00%	14,267	34,241	3,759	10.98%	33,215	4,785	14.41%	
674000	Worker's Compensation Insurance	85,000	66,198	18,802	28.40%	27,309	65,542	19,458	29.69%	62,488	22,512	36.03%	
730000	Printing & Binding	300	500	(200)	-40.00%	0	0	300	100%	389	(89)	-22.88%	
740101	Other Community Events/Exhibits/Sponsorships	200	250	(50)	-20.00%	174	174	26	14.94%	182	18	9.89%	
740115	Employee/Tenant Appreciation	23,100	21,850	1,250	5.72%	6,239	21,850	1,250	5.72%	15,610	7,490	47.98%	
740119	Wellness	4,500	5,000	(500)	-10.00%	904	5,000	(500)	-10.00%	4,991	(491)	-9.84%	
750000	Legal Notices & Advertising	6,000	6,500	(500)	-7.69%	0	5,000	1,000	20.00%	666	5,334	800.90%	
760000	Office Supplies	12,000	12,000	0	0.00%	4,001	12,000	0	0.00%	10,664	1,336	12.53%	
770300	Operating Supplies	4,000	4,000	0	0.00%	1,621	4,000	0	0.00%	3,169	831	26.22%	
771000	Operating Furniture, Fixtures and Equipment	500	500	0	0.00%	0	0	500	100%	440	60	13.64%	
780100	Dues & Memberships	710	560	150	26.79%	180	560	150	26.79%	649	61	9.40%	
780500	Books & Publications	450	800	(350)	-43.75%	0	500	(50)	-10.00%	35	415	1185.71%	
	Total Services & Mat'ls.	302,735	281,668	21,067	7.48%	99,078	261,688	41,047	15.69%	239,300	63,435	26.51%	
	Department Total	584,927	501,606	83,321	16.61%	168,818	447,314	137,613	30.76%	420,272	164,655	39.18%	

Comments:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Development

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Development
Department # 70
Cost Center 00
Source 00

Account Code					Description	Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount

PERSONNEL SERVICES

ARA	500000	70	00	00	Salaries	147,818	147,818	
ARA	500016	70	00	00	Longevity	763	763	
ARA	500020	70	00	00	Overtime	500	500	
<u>Benefits:</u>								
ARA	500017	70	00	00	Medical Reimbursements	100	65,385	
ARA	500050	70	00	00	FICA Taxes	12,221		
ARA	500070	70	00	00	LGERS retirement	10,854		
ARA	500080	70	00	00	401k	7,676		
ARA	500160	70	00	00	Medical	31,624		
ARA	500260	70	00	00	Dental	1,606		
ARA	500360	70	00	00	Life Insurance	462		
ARA	500460	70	00	00	Disability	842		
TOTAL PERSONNEL SERVICES								214,466

OPERATING EXPENSES

Professional Services

ARA	604000	70	00	00	Professional Services - General		5,000
					Various	5,000	
ARA	604017	70	00	00	Surveys, Reports & Data		7,500
					Appraisals	7,500	
ARA	604030	70	00	00	Engineering and Architectural		20,000
					Planning, Engineering & Misc. Services	20,000	

Travel and Training

ARA	650000	70	00	00	Travel, Per Diem, Conference Registration		16,400
					AAAE NAC	2,500	
					NBAA	1,800	
					FAA Communications Conference	500	
					SEC - AAAE Annual Conference	1,700	
					AAAE Annual Conference	2,500	
					NCAA Annual Conference	500	
					FAA & Other Meetings	1,000	
					Local Travel & Expenses	5,400	
					Business Meeting Expenses	500	

ARA	651000	70	00	00	Training & Education		2,000
					Professional Development (ADA/DBE/Misc. Cert.)	2,000	

Communications and Freight

ARA	663000	70	00	00	Online Services		560
					Internet Broadband Services	560	

Printing & Binding

ARA	730000	70	00	00	Printing & Binding		600
					Development Marketing Materials & Supplies	600	

Operating Supplies

ARA	770300	70	00	00	Operating Supplies		750
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**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Development

BASIC OPERATING BUDGET

FY 2013-2014

Fund **ARA**
 Department **Development**
 Department # **70**
 Cost Center **00**
 Source **00**

Account Code					Description	Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
					General Supplies	500		
					Plotter Paper & Accessories	250		
ARA	771000	70	00	00	Operating Furniture, Fixtures, Equipment and Software Greater than \$100 & up to \$5,000		750	
					Operating Furniture, Fixtures, Equip up to \$5K	750		
					Books, Publications, Subscriptions and Memberships			
ARA	780100	70	00	00	Dues & Memberships		760	
					AAAE	275		
					SEC - AAAE	35		
					NCAA	50		
					Leadership Asheville	150		
					DBE, ADA & Other	250		
TOTAL OPERATING EXPENSES								54,320
SECTION TOTAL								268,786

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

Development
Fiscal Year 2013/2014
Variance Analysis

Acct #	Description	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
		FY 2014 Budget	FY 2013 Budget	Increase/Decrease		FY 2013 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease		
				Amount	Percent			Amount	Percent		Amount	Percent	
500000	Salaries	147,818	147,818	0	0.00%	59,154	147,818	0	0.00%	138,139	9,679	7.01%	
500016	Longevity	763	0	763	100%		0	763	100%		763	100%	
500020	Overtime	500	500	0	0.00%	0	150	350	233.33%		500	100%	
500017	Medical Reimbursements	100	100	0	0.00%	100	100	0	0.00%	100	0	0.00%	
500050	FICA Taxes	12,221	11,783	438	3.72%	4,580	11,783	438	3.72%	10,562	1,659	15.71%	
500070	LGERS retirement	10,854	9,997	857	8.57%	3,987	9,997	857	8.57%	9,214	1,640	17.80%	
500080	401k	7,676	7,416	260	3.51%	2,958	7,416	260	3.51%	6,585	1,091	16.57%	
500160	Medical	31,624	27,499	4,125	15.00%	11,433	27,439	4,185	15.25%	25,284	6,340	25.08%	
500260	Dental	1,606	1,606	0	0.00%	668	1,603	3	0.17%	1,560	46	2.95%	
500360	Life Insurance	462	462	0	0.00%	177	425	37	8.76%	425	37	8.71%	
500460	Disability	842	790	52	6.58%	306	734	108	14.65%	735	107	14.56%	
	Total Benefits	65,385	59,653	5,732	9.61%	24,209	59,498	5,887	9.90%	54,465	10,920	20.05%	
	Total Personal Services	214,466	207,971	6,495	3.12%	83,363	207,466	7,000	3.37%	192,604	21,862	11.35%	
604000	Professional Services - General	5,000	5,000	0	0.00%	154	5,000	0	0.00%		5,000	100%	
604017	Surveys, Reports & Data	7,500	7,500	0	0.00%	0	7,500	0	0.00%	7,000	500	7.14%	
604030	Engineering and Architectural	20,000	25,000	(5,000)	-20.00%	0	5,000	15,000	300.00%	(815)	20,815	-2553.99%	
650000	Travel, Per Diem, Conference Registration	16,400	21,300	(4,900)	-23.00%	4,792	18,000	(1,600)	-8.89%	15,338	1,062	6.92%	
651000	Training & Education	2,000	3,200	(1,200)	-37.50%	0	1,500	500	33.33%	170	1,830	1076.47%	
663000	Online Services	560	560	0	0.00%	201	482	78	16.09%	467	93	19.91%	
730000	Printing & Binding	600	1,000	(400)	-40.00%	70	250	350	140.00%	0	600	100%	
770300	Operating Supplies	750	1,000	(250)	-25.00%	172	500	250	50.00%	483	267	55.28%	
770305	Promotional Items	0	0	0	100%	0	0	0	100%	300	(300)	-100.00%	
771000	Operating Furniture, Fixtures and Equipment	750	750	0	0.00%	0	750	0	0.00%	618	132	21.36%	
780100	Dues & Memberships	760	760	0	0.00%	315	756	4	0.53%	380	380	100.00%	
	Total Services & Mat'ls.	54,320	66,070	(11,750)	-17.78%	5,704	39,738	14,582	36.69%	23,941	30,379	126.89%	
	Department Total	268,786	274,041	(5,255)	-1.92%	89,067	247,204	21,582	8.73%	216,545	52,241	24.12%	

Comments:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Executive

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Executive
Department # 05
Cost Center 00
Source 00

Account Code		Description				Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount
PERSONNEL SERVICES							
ARA	500000	05	00	00	Salaries	224,394	224,394
ARA	500016	05	00	00	Longevity	4,253	4,253
<u>Benefits:</u>							
ARA	500017	05	00	00	Medical Reimbursements	200	84,493
ARA	500030	05	00	00	Allocated Benefits	1,000	
ARA	500050	05	00	00	FICA Taxes	18,723	
ARA	500070	05	00	00	LGERS retirement	16,813	
ARA	500072	05	00	00	457 (b) Retirement Plan	7,500	
ARA	500080	05	00	00	401k	11,890	
ARA	500160	05	00	00	Medical	25,393	
ARA	500260	05	00	00	Dental	1,320	
ARA	500360	05	00	00	Life Insurance	560	
ARA	500460	05	00	00	Disability	1,094	
TOTAL PERSONNEL SERVICES							313,140
OPERATING EXPENSES							
Professional Services							
ARA	604000	05	00	00	Professional Services - General		35,000
Various						35,000	
ARA	604010	05	00	00	Professional Services - Legal		40,000
Paltra, Straus, Robinson & Moore						40,000	
ARA	604017	05	00	00	Surveys, Reports & Data		18,000
Diio						18,000	
Travel and Training							
ARA	650000	05	00	00	Travel, Per Diem, Conference Registration		47,300
ACI Small Airports Conf						1,500	
ACI Annual Conf						3,000	
AAAE Aviation Issues Conf						5,000	
FAA Communications Conf						500	
ACI Concessions Conf						3,000	
ACI-AAAE Spring Legistlative Conf						2,500	
SEC-AAAE Annual Conf						1,800	
NCAA Annual Conf						500	
AAAE Annual Conf						2,500	
Chamber Raleigh Legislative Visit						500	
Airline & FAA Meetings						3,500	
ACI Winter Board Meeting						2,200	
ACI Summer Board Meeting						2,800	
Local Travel						6,000	
Board Travel						12,000	

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Executive

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Executive
Department # 05
Cost Center 00
Source 00

Account Code					Description	Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount
ARA	651000	05	00	00	Training & Education		550
					General Professional Development	500	
					NC Notary Reappointment	50	
					Communications and Freight		
ARA	663000	05	00	00	Online Services		500
					Ipad 3G	500	
					Printing & Binding		
ARA	730000	05	00	00	Printing & Binding		500
					General	500	
					Promotional Activities		
ARA	740100	05	00	00	Other Promotional Events/Sponsorships		1,000
					SEC-AAAE & AAAE Finance & Admin Sponsorships	1,000	
ARA	740115	05	00	00	Employee/Tenant Appreciation		2,500
					Tenant/Employee Lunch	2,500	
					Other Current Charges and Obligations		
ARA	750100	05	00	00	Other Current Charges and Obligations		7,000
					Business Meeting Expenses	2,000	
					Misc Board Expenses	1,000	
					Annual Board Holiday Reception	4,000	
					Operating Supplies		
ARA	770300	05	00	00	Operating Supplies		750
					Misc Supplies	750	
ARA	770305	05	00	00	Promotional Items		1,500
					Special Promo Items	1,500	
ARA	771000	05	00	00	Operating Furniture, Fixtures, Equipment and Software Greater than \$100 & up to \$5,000		1,250
					Admin Equipment	1,250	
					Books, Publications, Subscriptions and Memberships		
ARA	780100	05	00	00	Dues & Memberships		22,545
					AAAE Annual Membership	275	
					SEC-AAAE Annual Membership	35	
					NCAA Annual Membership	40	
					Leadership Asheville - Pioneer Level/ Leadership Forum	300	
					AMAC	1,500	
					ACI Airport Membership	11,000	
					AAAE Legislative Support	6,000	

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Executive

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Executive
Department # 05
Cost Center 00
Source 00

Account Code					Description	Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
					WNC Pilots Association	200		
					WNC Human Resource Association	195		
					Henderson County Partnership for Econ Devel	1,000		
					ACI Airport for the Future Campaign	2,000		
ARA	780500	05	00	00	Books, Publications, Compact Disks, Videos & Subscriptions		400	
					General Subscripions	400		
TOTAL OPERATING EXPENSES								178,795
SECTION TOTAL								491,935

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

Executive

Fiscal Year 2013/2014

Variance Analysis

Acct #	Description	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
		FY 2014 Budget	FY 2013 Budget	Increase/Decrease		FY 2013 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease		
				Amount	Percent			Amount	Percent		Amount	Percent	
500000	Salaries	224,394	221,341	3,053	1.38%	91,029	221,341	3,053	1.38%	198,380	26,014	13.11%	
500016	Longevity	4,253	3,321	932	28.06%	0	3,321	932	28.06%	0	4,253	100%	
500017	Medical Reimbursements	200	200	0	0.00%	100	200	0	0.00%	200	0	0.00%	
500030	Allocated Benefits	1,000	1,000	0	0.00%	375	1,000	0	0.00%	375	625	166.67%	
500050	FICA Taxes	18,723	17,670	1,053	5.96%	4,212	17,670	1,053	5.96%	12,733	5,990	47.04%	
500070	LGERS retirement	16,813	15,143	1,670	11.03%	5,798	15,143	1,670	11.03%	13,688	3,125	22.83%	
500072	457 (b) retirement plan	7,500	0	7,500	100%	0	0	7,500	100%	0	7,500	100%	
500080	401k	11,890	11,233	657	5.85%	4,301	11,233	657	5.85%	9,797	2,093	21.36%	
500160	Medical	25,393	22,081	3,312	15.00%	9,185	22,044	3,349	15.19%	20,419	4,974	24.36%	
500260	Dental	1,320	1,321	(1)	-0.08%	549	1,318	2	0.18%	1,185	135	11.39%	
500360	Life Insurance	560	567	(7)	-1.23%	227	545	15	2.79%	544	16	2.94%	
500460	Disability	1,094	1,024	70	6.84%	334	802	292	36.48%	801	293	36.58%	
	Total Benefits	84,493	70,239	14,254	20.29%	25,081	69,954	14,539	20.78%	59,742	24,751	41.43%	
	Total Personal Services	313,140	294,901	18,239	6.18%	116,110	294,616	18,524	6.29%	258,122	55,018	21.31%	
604000	Professional Services - General	35,000	40,000	(5,000)	-12.50%	0	40,000	(5,000)	-12.50%	21,218	13,782	64.95%	
604010	Professional Services - Legal	40,000	50,000	(10,000)	-20.00%	12,416	50,000	(10,000)	-20.00%	35,889	4,111	11.45%	
604017	Surveys, Reports & Data	18,000	18,000	0	0.00%	7,500	18,000	0	0.00%	21,750	(3,750)	-17.24%	
650000	Travel, Per Diem, Conference Registration	47,300	47,500	(200)	-0.42%	9,683	44,000	3,300	7.50%	38,922	8,378	21.53%	
651000	Training & Education	550	1,000	(450)	-45.00%	294	750	(200)	-26.67%	463	87	18.79%	
663000	Online Services	500	500	0	0.00%	263	631	(131)	-20.79%	411	89	21.65%	
730000	Printing & Binding	500	500	0	0.00%	0	500	0	0.00%	77	423	549.35%	
740100	Promotional Events/Sponsorships	1,000	2,500	(1,500)	-60.00%	0	2,000	(1,000)	-50.00%	3,000	(2,000)	-66.67%	
740115	Employee/Tenant Appreciation	2,500	2,500	0	0.00%	0	2,500	0	0.00%	1,842	658	35.72%	
750100	Other Current Charges & Obligations	7,000	8,100	(1,100)	-13.58%	1,918	6,000	1,000	16.67%	6,293	707	11.23%	
770300	Operating Supplies	750	1,000	(250)	-25.00%	166	550	200	36.36%	124	626	504.84%	
770305	Promotional Items	1,500	2,000	(500)	-25.00%	685	1,500	0	0.00%	1,378	122	8.85%	
771000	Operating Furniture, Fixtures and Equipment	1,250	1,000	250	25.00%	1,065	2,556	(1,306)	-51.10%	0	1,250	100%	
780100	Dues & Memberships	22,545	14,190	8,355	58.88%	16,265	20,000	2,545	12.73%	17,830	4,715	26.44%	
780500	Books & Publications	400	650	(250)	-38.46%	0	400	0	0.00%	0	400	100%	
	Total Services & Mat'ls.	178,795	189,440	(10,645)	-5.62%	50,255	189,387	(10,592)	-5.59%	149,197	29,598	19.84%	
	Department Total	491,935	484,341	7,594	1.57%	166,365	484,003	7,932	1.64%	407,319	84,616	20.77%	

Comments:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Finance

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Finance
Department # 12
Cost Center 00
Source 00

Account Code		Description				Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
PERSONNEL SERVICES								
ARA	500000	12	00	00	Salaries	180,285	180,285	
ARA	500016	12	00	00	Longevity	735	735	
<u>Benefits:</u>								
ARA	500017	12	00	00	Medical Reimbursements	100	74,269	
ARA	500050	12	00	00	FICA Taxes	14,597		
ARA	500070	12	00	00	LGERS retirement	13,181		
ARA	500080	12	00	00	401k	9,321		
ARA	500160	12	00	00	Medical	33,562		
ARA	500260	12	00	00	Dental	1,592		
ARA	500360	12	00	00	Life Insurance	629		
ARA	500460	12	00	00	Disability	1,287		
TOTAL PERSONNEL SERVICES								255,289
OPERATING EXPENSES								
Professional Services								
ARA	604000	12	00	00	Professional Services - General		15,700	
					Software Consultants	12,000		
					Actuary Report-Retiree Health (Every 3 years)	3,500		
					Actuary Report-LEO SAA-for Audit	200		
ARA	640000	12	00	00	Auditing Services		15,000	
					Annual Audit	15,000		
Travel and Training								
ARA	650000	12	00	00	Travel, Per Diem, Conference Registration		5,900	
					Travel for CPA Continuing Education Seminars	1,000		
					AAAE Conference or Other Airport Conference	2,500		
					Local Travel	2,400		
ARA	651000	12	00	00	Training & Education		12,000	
					Microsoft Dynamics/Financial System Training	10,000		
					Professional Education-CPE to Retain CPA Certificate	1,500		
					Professional Education-Microsoft Suite-Hazel & Rick	500		
Other Current Charges and Obligations								
ARA	654000	12	00	00	Credit Card Fees & Bank Charges		67,000	
					Credit Card Fees	51,500		
					Bank Charges	15,500		
Operating Supplies								
ARA	770300	12	00	00	Operating Supplies		1,500	
					Checks, Envelopes, W-2's & PO's	1,500		
ARA	771000	12	00	00	Operating Furniture, Fixtures, Equipment and Software Greater than \$100 & up to \$5,000		1,000	
					Finance Equipment	1,000		
Books, Publications, Subscriptions and Memberships								
ARA	780100	12	00	00	Dues & Memberships		865	
					AAAE	275		
					GFOA	300		

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Finance

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Finance
Department # 12
Cost Center 00
Source 00

Account Code					Description	Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
					NCAA	40		
					NCACPA	250		
ARA	780500	12	00	00	Books, Publications, Compact Disks, Videos & Subscriptions		300	
					Professional Books & Subscriptions	300		
ARA	780503	12	00	00	Licenses & Certifications		60	
					CPA Certificate Renewal	60		
TOTAL OPERATING EXPENSES								119,325
SECTION TOTAL								374,614

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

Finance

Fiscal Year 2013/2014

Variance Analysis

Acct #	Description	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
		FY 2014 Budget	FY 2013 Budget	Increase/Decrease		FY 2013 Actual 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease		
				Amount	Percent			Amount	Percent		Amount	Percent	
500000	Salaries	180,285	179,685	600	0.33%	66,397	179,685	600	0.33%	171,063	9,222	5.39%	
500016	Longevity	735	735	0	0.00%	0	735	0	0.00%	914	(179)	-19.58%	
500017	Medical Reimbursements	100	100	0	0.00%	0	100	0	0.00%	100	0	0.00%	
500050	FICA Taxes	14,597	14,023	574	4.09%	5,130	14,023	574	4.09%	12,816	1,781	13.90%	
500070	LGERS retirement	13,181	12,160	1,021	8.40%	4,475	12,160	1,021	8.40%	11,551	1,630	14.11%	
500080	401k	9,321	9,021	300	3.33%	3,320	9,021	300	3.33%	8,292	1,029	12.41%	
500160	Medical	33,562	29,185	4,377	15.00%	9,280	29,185	4,377	15.00%	26,502	7,060	26.64%	
500260	Dental	1,592	1,592	0	0.00%	449	1,592	0	0.00%	1,678	(86)	-5.13%	
500360	Life Insurance	629	629	0	0.00%	162	629	0	0.00%	528	101	19.13%	
500460	Disability	1,287	1,205	82	6.80%	33	1,205	82	6.80%	1,014	273	26.92%	
	Total Benefits	74,269	67,915	6,354	9.36%	22,849	67,915	6,354	9.36%	62,481	11,788	18.87%	
	Total Personal Services	255,289	248,335	6,954	2.80%	89,246	248,335	6,954	2.80%	234,458	20,831	8.88%	
604000	Professional Services - General	15,700	15,200	500	3.29%	283	15,200	500	3.29%	451	15,249	3381.15%	
640000	Auditors	15,000	15,000	0	0.00%	3,100	15,725	(725)	-4.61%	12,200	2,800	22.95%	
648000	Miscellaneous Expense	0	0	0	100%	0	0	0	100%	2,280	(2,280)	-100.00%	
650000	Travel, Per Diem, Conference Registration	5,900	6,900	(1,000)	-14.49%	1,014	4,934	966	19.59%	3,450	2,450	71.01%	
651000	Training & Education	12,000	12,500	(500)	-4.00%	150	10,860	1,140	10.50%	1,672	10,328	617.70%	
654000	Bank Charges & Credit Card Fees	67,000	67,500	(500)	-0.74%	25,816	64,000	3,000	4.69%	62,605	4,395	7.02%	
770300	Operating Supplies	1,500	2,150	(650)	-30.23%	382	1,417	83	5.87%	688	812	118.02%	
771000	Operating Furniture, Fixtures and Equipment	1,000	1,500	(500)	-33.33%	591	1,182	(182)	-15.40%	0	1,000	100%	
780100	Dues & Memberships	865	1,165	(300)	-25.75%	0	865	0	0.00%	275	590	214.55%	
780500	Books & Publications	300	500	(200)	-40.00%	0	300	0	0.00%	232	68	29.31%	
780503	Licenses & Certifications	60	60	0	0.00%	0	60	0	0.00%	60	0	0.00%	
	Total Services & Mat'ls.	119,325	122,475	(3,150)	-2.57%	31,336	114,542	4,783	4.18%	83,913	35,412	42.20%	
	Department Total	374,614	370,810	3,804	1.03%	120,582	362,877	11,737	3.23%	318,371	56,243	17.67%	

Comments:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Guest Services

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Guest Services
Department # 60
Cost Center 00
Source 00

Account Code		Description				Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount

PERSONNEL SERVICES

ARA	500000	60	00	00	Salaries	117,654	117,654
ARA	500016	60	00	00	Longevity	913	913
ARA	500020	60	00	00	Overtime	2,400	2,400
<u>Benefits:</u>							
ARA	500017	60	00	00	Medical Reimbursements	100	24,367
ARA	500050	60	00	00	FICA Taxes	9,678	
ARA	500070	60	00	00	LGERS retirement	3,903	
ARA	500080	60	00	00	401k	2,760	
ARA	500160	60	00	00	Medical	7,034	
ARA	500260	60	00	00	Dental	340	
ARA	500360	60	00	00	Life Insurance	179	
ARA	500460	60	00	00	Disability	373	
TOTAL PERSONNEL SERVICES							145,334

OPERATING EXPENSES

Travel and Training							
ARA	650000	60	00	00	Travel, Per Diem, Conference Registration		1,850
					AAAE Customer Service or Sales Conference (Supervisor)	1,850	
ARA	651000	60	00	00	Training & Education		1,000
					Customer Service Training & Team-building(Staff/Volunteers)	1,000	
ARA	654000	60	00	00	Credit Card & Bank Fees		-
Communications and Freight							
ARA	660000	60	00	00	Postage		-
					Postage	-	
Rentals and Leases							
ARA	664000	60	00	00	Rentals and Leases		-
					Postal supplies (machine lease)	-	
ARA	730000	60	00	00	Printing & Binding		1,000
					GT cards/Advertising sales materials/Misc. printing	1,000	
ARA	740040	60	00	00	Web Advertising		800
					Misc. web advertising	800	
ARA	740115	60	00	00	Employee/Tenant Appreciation		2,125
					Volunteer appreciation/recognition	625	
					Tenant customer service incentives	1,500	
ARA	648000	60	00	00	Miscellaneous Expense		13,700
					In-terminal advertising - Supplies	1,500	
					In-terminal advertising - Phone	600	
					In-terminal advertising - mileage/local travel	1,200	
					In-terminal advertising - cleaning/R&M	1,800	
					In-terminal advertising - business development/meetings	600	

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Guest Services

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Guest Services
Department # 60
Cost Center 00
Source 00

Account Code					Description	Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
					In-terminal advertising - misc / attorney fees	3,000		
					In-terminal advertising - agency creative concepting	5,000		
					Operating Supplies			
ARA	760000	60	00	00	Office Supplies		-	
					Postal machine ink, packaging supplies, etc.	-		
ARA	771000	60	00	00	Operating Furniture, Fixtures, Equipment and Software Greater than \$100 & up to \$5,000		430	
					Misc equipment	430		
ARA	771500	60	00	00	Uniforms		500	
					Apparel for G.S. Staff/volunteers	500		
					Books, Publications, Subscriptions and Memberships			
ARA	780100	60	00	00	Dues & Memberships		275	
					AAAE	275		
ARA	780500	60	00	00	Books, Publications, Compact Disks, Videos & Subscriptions		50	
					Misc. publications	50		
TOTAL OPERATING EXPENSES								21,730
SECTION TOTAL								167,064

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

Guest Services

Fiscal Year 2013/2014

Variance Analysis

Acct #	Description	FY 2014 Budget	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
			FY 2013 Budget	Increase/Decrease		FY 2013 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease			
				Amount	Percent			Amount	Percent		Amount	Percent		
500000	Salaries	117,654	104,159	13,495	12.96%	35,306	84,734	32,920	38.85%	71,090	46,564	65.50%		
500016	Longevity	913	0	913	100%		0	913	100%		913	100%		
500020	Overtime	2,400	0	2,400	100%	927	2,225	175	7.87%	1,815	585	32.23%		
500017	Medical Reimbursements	100	100	0	0.00%	0	100	0	0.00%	0	100	100%		
500050	FICA Taxes	9,678	8,043	1,635	20.33%	2,775	6,660	3,018	45.32%	5,514	4,164	75.52%		
500070	LGERS retirement	3,903	3,121	782	25.06%	1,284	3,082	821	26.65%	2,954	949	32.13%		
500080	401k	2,760	2,315	445	19.22%	952	2,285	475	20.80%	2,122	638	30.07%		
500160	Medical	7,034	6,116	918	15.01%	2,549	6,118	916	14.98%	5,559	1,475	26.53%		
500260	Dental	340	340	0	0.00%	142	341	(1)	-0.23%	340	0	0.00%		
500360	Life Insurance	179	179	0	0.00%	69	166	13	8.09%	166	13	7.83%		
500460	Disability	373	349	24	6.88%	122	293	80	27.39%	293	80	27.30%		
	Total Benefits	24,367	20,563	3,804	18.50%	7,893	19,043	5,324	27.96%	16,948	7,419	43.78%		
	Total Personal Services	145,334	124,722	20,612	16.53%	44,126	106,002	39,332	37.10%	89,853	55,481	61.75%		
641000	Temporary Help	0	0	0	100%	5,211	12,506	(12,506)	-100.00%	24,930	(24,930)	-100.00%		
648000	Miscellaneous Expense	13,700	0	13,700	100%		0	13,700	100%		13,700	100%		
650000	Travel, Per Diem, Conference Registration	1,850	1,850	0	0.00%	1,772	1,772	78	4.40%	1,695	155	9.14%		
651000	Training & Education	1,000	1,500	(500)	-33.33%	0	1,500	(500)	-33.33%	112	888	792.86%		
654000	Credit Card & Bank Fees	0	580	(580)	-100.00%		200			0	0	100%		
660000	Postage	0	3,060	(3,060)	-100.00%	1,000	3,060	(3,060)	-100.00%	2,411	(2,411)	-100.00%		
664000	Rentals and Leases	0	420	(420)	-100.00%	100	420	(420)	-100.00%	294	(294)	-100.00%		
730000	Printing & Binding	1,000	1,600	(600)	-37.50%	356	1,600	(600)	-37.50%	603	397	65.84%		
740040	Web Advertising	800	800	0	0.00%		800	0	0.00%		800	100%		
740115	Employee/Tenant Appreciation	2,125	1,500	625	41.67%	325	780	1,345	172.44%	424	1,701	401.18%		
760000	Office Supplies	0	175	(175)	-100.00%	0	0	0	100%		0	100%		
771000	Operating Furniture, Fixtures and Equipment	430	200	230	115.00%	64	154	276	179.95%	750	(320)	-42.67%		
771500	Uniforms	500	1,000	(500)	-50.00%	(73)	500	0	0.00%	727	(227)	-31.22%		
780100	Dues & Memberships	275	275	0	0.00%	0	275	0	0.00%	275	0	0.00%		
780500	Books & Publications	50	150	(100)	-66.67%	0	150	(100)	-66.67%	11	39	354.55%		
	Total Services & Mat'ls.	21,730	13,110	8,620	65.75%	8,755	23,717	(1,787)	-7.53%	32,232	(10,502)	-32.58%		
	Department Total	167,064	137,832	29,232	21.21%	52,881	129,719	37,545	28.94%	122,085	44,979	36.84%		

Comments

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Guest Services

**CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014**

JUSTIFICATION SCHEDULE

<input type="checkbox"/>	Capital Improvement			
<input type="checkbox"/>	Equipment and Small Capital Outlay		Fund	ARA
<input type="checkbox"/>	Renewal and Replacement		Department Number	60
<input checked="" type="checkbox"/>	Personnel Request		Cost Center	0

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	500000	60	0	0	2 Part-time Guest Services Clerks	\$ 20,892

In order to bring the in-terminal advertising program in-house, staffing changes will be needed. The proposed plan is to add two additional part-time guest services clerks to cover the desk during all operational hours.

TOTAL cost for FY2013/14 budget for two additional part-time guest services clerks: \$12,132

Details: Salary - no benefits - \$10.82/hour. The program would not begin until January 2014, so the amount proposed for the budget is pro-rated for six months (\$10,820). Added costs: FICA at 7.65% (\$828 - pro-rated for six months) and Worker's Comp at \$4.47 per \$100 (\$484 - pro-rated for six months).

TOTAL cost for FY2013/14 budget for incentive bonus for in-terminal ad sales: \$8,760

Details: Existing staff's roles will change. The Guest Services Supervisor will be responsible for customer service and sales for in-terminal advertising (including brochure sales). The Marketing & PR Supervisor will partner in sales efforts as the creative designer. Base salaries will remain consistent; however, a bonus structure will be put in place as incentive for advertising sales above a minimum revenue threshold. It is estimated that up to an additional \$12,000 is probable/possible within a one-year sales timeframe. This personnel request includes \$6,000 for incentive bonus - keeping in mind that the program will be in-house only for the last six months of this fiscal year. Added is a 46% increase for FICA, other taxes and benefits (\$2,760)

The goal of an in-house program is to produce consistent ad revenue that meets or exceeds historic levels. Operational costs will be managed so the airport's net revenue meets minimum thresholds, and incentive bonus will not be applicable until minimum revenue levels are achieved within the fiscal year.

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE: Guest Services Clerk (2)

HIRE DATE: January 1, 2014

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Information Technology

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Information Technology
Department # 20
Cost Center 00
Source 00

Account Code					Description	Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount

PERSONNEL SERVICES

ARA	500000	20	00	00	Salaries	232,092	232,092	
ARA	500016	20	00	00	Longevity	3,305	3,305	
<u>Benefits:</u>								
ARA	500017	20	00	00	Medical Reimbursements	300	98,859	
ARA	500050	20	00	00	FICA Taxes	18,740		
ARA	500070	20	00	00	LGERS retirement	17,039		
ARA	500080	20	00	00	401k	12,051		
ARA	500160	20	00	00	Medical	45,691		
ARA	500260	20	00	00	Dental	2,572		
ARA	500360	20	00	00	Life Insurance	820		
ARA	500460	20	00	00	Disability	1,646		
TOTAL PERSONNEL SERVICES								334,256

OPERATING EXPENSES

Professional Services							
ARA	604000	20	00	00	Professional Services - General		13,228
					Monthly ARAA: Offsite Backup (Servers)	2,500	
					Monthly ARAA: Hosted Email (MS Office 365)	3,264	
					Monthly ARAA: Hosted Email Archiving (MS Forefront)	3,264	
					ARAA: PCI Compliance Monitoring	4,200	
ARA	604043	20	00	00	Website Maintenance		3,100
					ARAA: Netriplex Website Hosting	3,100	
Contractual Services							
ARA	644000	20	00	00	Computer Technical Support		23,500
					FINANCE: Microsoft Dynamics Technical Support	4,500	
					STS: Cisco Technical Support: VoIP (Year 4)	8,600	
					STS: Cisco Technical Support: Routing (Year 4)	8,600	
					IT: Network Support	1,800	
ARA	647000	20	00	00	Other Contractual Services		42,496
					Monthly ARAA: Internet Fax Service (5 lines)	540	
					Monthly ARAA: Click Through Flights Service	5,300	
					Monthly ARAA: Flightview (Website)	2,970	
					DEC ARAA: Flightview (Service/Support Agreement Maintenance)	500	
					Monthly ARAA: Copier Service Agreement	5,000	
					FEB MAINT: GasBoy Service Agreement	240	
					OCT MAINT: Infor MP2 Service Agreement	2,300	
					FEB GARAA: SoftTime Service Agreement (Time & Attendance)	250	
					APR ARAA: Firewall Maintenance and Service Agreement	7,815	
					DEV: SDG CapitalVision Service Agreement	-	
					FINANCE: Dynamics SL Upgrade	4,500	
					DEC ARAA: Remote Control Software Services	650	
					OCT ARAA: Call Recording Service Agreement (Year 4)	700	
					MAR ARAA: Call Accounting Service Agreement (Year 4)	1,450	
					AUG ARAA: Opnet Support Agreement	1,600	

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Information Technology

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Information Technology
Department # 20
Cost Center 00
Source 00

Account Code		Description				Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
				AUG	ARAA: PacketShaper Support Agreement	2,403		
				JUL	ARAA: Xirrus Support Renewal	1,228		
				Monthly	ARAA: Managed Printer Services	3,500		
				DEC	ARAA: LogMeIn Services (Ignition, Backup, SSL Remote Acce	1,550		
					ARAA: Forms creator (Hosted)	-		
ARA	647000	20	10	00	Other Contractual Services-Terminal		82,784	
				Monthly	STS: AirIT EASE Master Service Agreement (Year 5)	22,000		
				Monthly	STS: ComNet Software Master Service Agreement (Year 5)	33,000		
				Monthly	STS: i-Sys Master Service Agreement (Year 5)	9,634		
				Monthly	STS: DMC Terminal Music	300		
				DEC	STS: PCI Compliance Audit (Year 3)	10,000		
				Monthly	STS: Runway Scan System Service (SaaS)	3,500		
				JUL	DPS: Fingerprint Scanner Warranty (CrossMatch)	1,950		
				SEPT	DPS: IET Service/Maintenance (S/M) Program	2,400		
				Travel and Training				
ARA	650000	20	00	00	Travel, Per Diem, Conference Registration		11,645	
				OCT	ACI-NA: BIT-Chairman: ACI-NA: San Jose, Ca	2,745		
				MAR	ACI-NA: BIT-Chairman: Spring Conference (Baltimore, March	2,500		
					ACI-NA: ACI World Airport IT Standing Committee (Chairmar	2,500		
					CORTEZ: DerbyCon (Cortez)(Conference Reg., Hotel, Food, T	1,500		
				Monthly	Local Travel	2,400		
ARA	651000	20	00	00	Training & Education		2,890	
				APR	NCLGSA: Wilmington, NC (Kellie)(Sping 2014)	1,000		
					Certification Exams (Cortez)(CCMP)	750		
					CarolinaCon: Raleigh, NC (Cortez)(hotel+food+Reg.)	390		
					Certification Exams (Royce)	750		
						-		
				Communications and Freight				
ARA	662000	20	00	00	Telecommunications		71,848	
					ARAA: Voice - Main - Terminal	4,000		
					ARAA: Voice - Fail Over - Maintenance Bldg	6,552		
					ARAA: Data - 20M MetroE - Terminal	17,500		
					ARAA: Data - T1x2 Fail Over - Maintenance Bldg	3,900		
					ARAA: Cable TV - Authority Use	3,000		
					ARAA: Cable TV - Tenant Use	2,000		
					MAINT: Fire Alarm Lines	1,766		
					ARAA: Cell/Mobile	18,840		
					ARAA: Long Distance	2,500		
					DPS: Emergency Copper Line (delete if other approved)	660		
					ARAA: Add'l Emergency Copper Lines for Tenants (5 qty)	3,300		
					DPS/MAINT: Emergency & Operations Mobile	1,650		
					ARAA: Emergency Notification System	780		
					ARAA: Advantage West Virtual PRI	5,400		
				Rentals and Leases				
ARA	664000	20	00	00	Rentals and Leases		11,316	
					ARAA: Authority Offices Copier Lease	3,120		

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Information Technology

BASIC OPERATING BUDGET

FY 2013-2014

Fund **ARA**
 Department **Information Technology**
 Department # **20**
 Cost Center **00**
 Source **00**

Account Code					Description	Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount
					MAINT: Maintenance Offices Copier Lease	3,120	
					DPS: DPS Offices Copier Lease	3,120	
					GUEST: Guest Services Copier Lease	1,956	
					General Repairs and Maintenance		
ARA	710000	20	00	00	General Repairs and Maintenance		13,800
					STS: Access Control/Security System Repairs and Maintenan	6,500	
					ARAA: FIDS/GIDS/PA Repairs & Maintenance	2,000	
					Ceeco Phone Repairs	200	
					IT: Crash Phone Support	-	
					IT: Cisco Phone System Items (Phones + Digital Fax Devices)	1,600	
					IT: Cisco Phone System Extensions (DPS, MAINT, GUEST)	1,500	
					ARAA: EASE Repairs and Maintenance	2,000	
					Operating Supplies		
ARA	770300	20	00	00	Operating Supplies		22,600
					IT: Utility Software Updates	5,500	
					IT: Operating Supplies	7,000	
					IT: SmartUPS 1500 (4 quantity - Large Power Supplies)(Cort	4,000	
					IT: UPS Batteries	500	
					IT: UPS (Power Supplies)	750	
					IT: Shipping	300	
					IT: Communications Rooms Supplies (Cortez)	1,500	
					ARAA: Mobile Phone Accessories & Supplies	3,050	
ARA	770300	20	10	00	Operating Supplies-Terminal		7,393
					STS: ID Badge Printer Ribbons	1,000	
					STS: Laser Printer Toner	400	
					STS: Laser Printer Fuser	1,200	
					STS: Bag Tag Stock (Allegiant)	525	
					STS: Bag Tag Stock (United)		
					STS: Bag Tag Stock (Delta)		
					STS: Boarding Pass Stock (Allegiant)	2,100	
					STS: Boarding Pass Stock (United)		
					STS: Boarding Pass Stock (Delta)		
					STS: Continuous Feed Paper (Delta)	718	
					STS: MAP Cleaning Kits	1,000	
					STS: Continuous Feed Ribbons (Delta)	100	
					STS: EASE Equipment Cleaning Supplies	350	
ARA	771000	20	00	00	Operating Furniture, Fixtures, Equipment and Software Greater than \$100 & up to \$5,000		17,792
					IT: Network Management Software (KiwiSys Log)(Cortez)	368	
					IT: Online Apps (Kellie)	200	
					IT: MUFIDS (baluns)	3,680	
					MARKETING: Laptop (tkinsey)	1,500	
					GUEST: Laptop (dking)	1,313	
					MAINT: Desktop (jarthur)	906	

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Information Technology

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Information Technology
Department # 20
Cost Center 00
Source 00

Account Code					Description	Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
					DPS: Desktop (Training)	906		
					DPS: Desktop (DCI #1)	906		
					DPS: Desktop (DCI #2)	906		
					DPS: Desktop (wsparks)	906		
					OPS: Desktop (Sstark)	906		
					ARAA: Adobe X Professional (6 Upgrades)	780		
					ARAA: Windows 8 Upgrades (5 Upgrades)	700		
					ARAA: Office 2013 Upgrades (5 Upgrades)	1,815		
					LMI Rescue Software/Appliance	2,000		
					Books, Publications, Subscriptions and Memberships			
ARA	780100	20	00	00	Dues & Memberships		1,055	
					ISSA Membership (Cortez)	95		
					NCAA	45		
					AAAE	275		
					AAAE-SEC	40		
					Experts-Exchange	300		
					NCLGSA	300		
ARA	780500	20	00	00	Books, Publications, Compact Disks, Videos & Subscriptions		1,927	
					IT: 2013 Policy and Procedures	600		
					Networking Library (CCMP Switch Exam materials) (Cortez)	127		
					IT: General Publications	550		
					IT: Microsoft Technet	650		
TOTAL OPERATING EXPENSES								327,374
SECTION TOTAL								661,630

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
Information Technology
 Fiscal Year 2013/2014
 Variance Analysis

Acct #	Description	FY 2014 Budget	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
			FY 2013 Budget	Increase/Decrease		FY 2013 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease			
				Amount	Percent			Amount	Percent		Amount	Percent		
500000	Salaries	232,092	186,592	45,500	24.38%	73,154	186,592	45,500	24.38%	179,054	53,038	29.62%		
500016	Longevity	3,305	3,305	0	0.00%	810	3,305	0	0.00%	2,325	980	42.15%		
500017	Medical Reimbursements	300	200	100	50.00%	0	200	100	50.00%	0	300	100%		
500050	FICA Taxes	18,740	14,748	3,992	27.07%	5,664	14,748	3,992	27.07%	13,387	5,353	39.99%		
500070	LGERS retirement	17,039	12,799	4,240	33.13%	4,985	12,799	4,240	33.13%	12,276	4,763	38.80%		
500080	401k	12,051	9,495	2,556	26.92%	3,698	9,495	2,556	26.92%	8,682	3,369	38.80%		
500160	Medical	45,691	28,198	17,493	62.04%	11,733	28,159	17,532	62.26%	25,978	19,713	75.88%		
500260	Dental	2,572	1,946	626	32.17%	823	1,975	597	30.21%	1,900	672	35.37%		
500360	Life Insurance	820	633	187	29.54%	242	581	239	41.18%	580	240	41.38%		
500460	Disability	1,646	1,184	462	39.02%	431	1,034	612	59.13%	1,034	612	59.19%		
	Total Benefits	98,859	69,203	29,656	42.85%	27,576	68,992	29,867	43.29%	63,837	35,022	54.86%		
	Total Personal Services	334,256	259,100	75,156	29.01%	101,540	258,889	75,367	29.11%	245,216	89,040	36.31%		
604000	Professional Services - General	13,228	14,500	(1,272)	-8.77%	4,174	13,500	(272)	-2.01%	14,377	(1,149)	-7.99%		
604043	Website Maintenance	3,100	2,200	900	40.91%	0	2,200	900	40.91%	2,148	952	44.32%		
644000	Computer Tech. Support	23,500	23,600	(100)	-0.42%	7,588	23,600	(100)	-0.42%	22,560	940	4.17%		
647000	Other Contractual Services	125,280	172,239	(46,959)	-27.26%	43,025	172,239	(46,959)	-27.26%	149,288	(24,008)	-16.08%		
650000	Travel, Per Diem, Conference Registration	11,645	8,950	2,695	30.11%	5,387	8,950	2,695	30.11%	9,564	2,081	21.76%		
651000	Training & Education	2,890	5,390	(2,500)	-46.38%	0	4,490	(1,600)	-35.63%	1,901	989	52.03%		
662000	Telecommunications	71,848	62,028	9,820	15.83%	24,984	62,028	9,820	15.83%	56,278	15,570	27.67%		
664000	Rentals and Leases	11,316	12,400	(1,084)	-8.74%	4,606	12,400	(1,084)	-8.74%	12,043	(727)	-6.04%		
710000	General Repairs and Maintenance	13,800	14,500	(700)	-4.83%	10,797	16,500	(2,700)	-16.36%	15,010	(1,210)	-8.06%		
770300	Operating Supplies	29,993	32,306	(2,313)	-7.16%	3,099	25,000	4,993	19.97%	23,709	6,284	26.50%		
771000	Operating Furniture, Fixtures and Equipment	17,792	21,400	(3,608)	-16.86%	7,382	21,400	(3,608)	-16.86%	42,876	(25,084)	-58.50%		
780100	Dues & Memberships	1,055	1,090	(35)	-3.21%	140	1,090	(35)	-3.21%	965	90	9.33%		
780500	Books & Publications	1,927	3,400	(1,473)	-43.32%	360	3,400	(1,473)	-43.32%	1,391	536	38.53%		
	Total Services & Mat'ls.	327,374	374,003	(46,629)	-12.47%	111,542	366,797	(39,423)	-10.75%	352,110	(24,736)	-7.03%		
	Department Total	661,630	633,103	28,527	4.51%	213,082	625,686	35,944	5.74%	597,326	64,304	10.77%		

Comments:

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT
Marketing & Public Relations
BASIC OPERATING BUDGET
FY 2013-2014

Fund ARA
Department Marketing & Public Relations
Department # 30
Cost Center 00
Source 00

Account Code					Description	Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount

PERSONNEL SERVICES

ARA	500000	30	00	00	Salaries	135,086	135,086	
ARA	500016	30	00	00	Longevity	927	927	
<u>Benefits:</u>								
ARA	500017	30	00	00	Medical Reimbursements	200	50,028	
ARA	500050	30	00	00	FICA Taxes	11,043		
ARA	500070	30	00	00	LGERS retirement	9,903		
ARA	500080	30	00	00	401k	7,003		
ARA	500160	30	00	00	Medical	19,163		
ARA	500260	30	00	00	Dental	1,320		
ARA	500360	30	00	00	Life Insurance	443		
ARA	500460	30	00	00	Disability	953		
TOTAL PERSONNEL SERVICES								186,041

OPERATING EXPENSES

Professional Services							
ARA	604000	30	00	00	Professional Services - General		15,000
					Air service development consulting	15,000	
ARA	604016	30	00	00	Artwork and Creative Production		19,000
					Ad production (tv, radio, print, digital, other)	16,000	
					Website updates	2,000	
					Media planning/negotiation service	1,000	
ARA	604017	30	00	00	Surveys, Reports & Data		6,800
					Internal marketing surveys - process, supplies, incentives	1,500	
					Thanks Again quarterly surveys	2,000	
					SwiftTrip - fare analysis data	3,300	
ARA	641000	30	00	00	Temporary Help		-
					Holiday help; trees; etc.	-	
Travel and Training							
ARA	650000	30	00	00	Travel, Per Diem, Conference Registration		13,100
					ACI Marketing & Jumpstart Conf June 2014 - Tina	2,300	
					Marketing conference - Amy	1,700	
					Airline meeting travel expenses	3,800	
					Roundtables - Sabre, Seabury, Ailevon, etc.	1,700	
					Local travel - Tina	3,600	
ARA	651000	30	00	00	Training & Education		250
					Professional development courses	250	
						-	
General Repairs and Maintenance							
ARA	710000	30	00	00	General Repairs and Maintenance		200
					Piano tuning	200	
Printing & Binding							
ARA	730000	30	00	00	Printing & Binding		4,000
					Miscellaneous projects - brochures, folders, posters	2,500	
					Terminal posters	1,500	

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT
Marketing & Public Relations
BASIC OPERATING BUDGET
FY 2013-2014

Fund ARA
Department Marketing & Public Relations
Department # 30
Cost Center 00
Source 00

Account Code		Description				Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount
ARA	730001	30	00	00	Banners		3,500
					Updated banners	500	
					Parking lot banners	3,000	
					Promotional Activities		
ARA	740005	30	00	00	Radio		12,000
					Misc. radio	12,000	
ARA	740010	30	00	00	Billboards		39,000
					Billboard leases (outdoor, cinema screens, etc.)	30,000	
					Visitor Center display - Asheville Visitor Center	5,000	
					Production costs	4,000	
ARA	740015	30	00	00	Print		17,100
					AVL - CVB Asheville Magazine - Journal Communications	2,100	
					Magazines & newspapers	15,000	
ARA	740020	30	00	00	TV		64,000
					Network - WLOS, WSPA, WYFF, FOX	50,000	
					Charter cable	14,000	
ARA	740030	30	00	00	Telephone Book		800
					Yellow Book	800	
ARA	740040	30	00	00	Web Advertising		47,000
					Per click & display advertising	38,000	
					Business to business marketing via email/web/Constant Contact	6,000	
					Social media advertising / contesting	3,000	
ARA	740050	30	00	00	Air Service Development		1,500
					Miscellaneous	1,500	
ARA	740100	30	00	00	Other Promotional Events/Sponsorships		23,000
					Flyaways	8,000	
					Corp traveler loyalty program - Thanks Again	15,000	
ARA	740101	30	00	00	Community Events/Exhibits/Sponsorships		50,800
					Community sponsorships (misc - large and small)	10,000	
					Land of Sky sponsorship	1,500	
					Annual event - Aviation Day	24,000	
					Business dev functions/events	1,000	
					Henderson Chamber sponsorships	2,800	
					Asheville Chamber sponsorships	2,000	
					5x5 sponsorship - BCEDC	2,500	
					Misc chamber opportunities	2,000	
					SoCon sponsorship	5,000	
ARA	740115	30	00	00	Employee/Tenant Appreciation		1,500
					Tenant lunch	1,500	
					Operating Supplies		
ARA	770301	30	00	00	Art Program Supplies		1,200
					Supplies, promotional materials	1,200	
ARA	770305	30	00	00	Promotional Items		11,000
					Small items/large quantities	3,000	

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT
Marketing & Public Relations
BASIC OPERATING BUDGET
FY 2013-2014

Fund ARA
Department Marketing & Public Relations
Department # 30
Cost Center 00
Source 00

Account Code					Description	Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
					Carolina West	1,000		
					Apparel - promotional	3,000		
					Apparel - staff	1,500		
					Large items / small quantities	2,500		
ARA	770310	30	00	00	Holiday Decorations		600	
					Decorations	600		
ARA	771000	30	00	00	Operating Furniture, Fixtures, Equipment and Software Greater than \$100 & up to \$5,000		700	
					Video camera and mic - higher quality for production	700		
					Books, Publications, Subscriptions and Memberships			
ARA	780100	30	00	00	Dues & Memberships		5,170	
					Asheville Chamber	675		
					Haywood Chamber	415		
					Hendersonville Chamber	475		
					Jackson Chamber	210		
					Madison Chamber	300		
					McDowell Chamber	200		
					Mitchell County Chamber	350		
					Polk Chamber	375		
					Rutherford Chamber	250		
					Transylvania/Brevard Chamber	375		
					Yancey Chamber	280		
					Blue Ridge Mountain Host	600		
					AAAE	275		
					ACI	140		
					SEC AAAE	40		
					Social media plug in service	210		
ARA	780500	30	00	00	Books, Publications, Compact Disks, Videos & Subscriptions		915	
					Photos - royalty free	300		
					Graphic design magazine	140		
					Citizen-Times subscription	250		
					Times-News subscription	225		
TOTAL OPERATING EXPENSES								338,135
SECTION TOTAL								524,176

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
Marketing & Public Relations
Fiscal Year 2013/2014
Variance Analysis

Acct #	Description	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
		FY 2014 Budget	FY 2013 Budget	Increase/Decrease		FY 2013 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease		
				Amount	Percent			Amount	Percent		Amount	Percent	
500000	Salaries	135,086	135,086	0	0.00%	54,190	135,086	0	0.00%	128,802	6,284	4.88%	
500016	Longevity	927	927	0	0.00%	900	900	27	3.00%	860	67	7.79%	
500017	Medical Reimbursements	200	200	0	0.00%	0	200	0	0.00%	100	100	100.00%	
500050	FICA Taxes	11,043	10,614	429	4.04%	4,296	10,614	429	4.04%	9,637	1,406	14.59%	
500070	LGERS retirement	9,903	9,167	736	8.03%	3,713	9,167	736	8.03%	8,756	1,147	13.10%	
500080	401k	7,003	6,801	202	2.97%	2,754	6,801	202	2.97%	6,238	765	12.26%	
500160	Medical	19,163	16,664	2,499	15.00%	8,157	16,664	2,499	15.00%	20,419	(1,256)	-6.15%	
500260	Dental	1,320	1,320	0	0.00%	549	1,318	2	0.18%	1,282	38	2.96%	
500360	Life Insurance	443	443	0	0.00%	171	410	33	7.94%	410	33	8.05%	
500460	Disability	953	892	61	6.84%	308	739	214	28.92%	740	213	28.78%	
	Total Benefits	50,028	46,101	3,927	8.52%	19,948	45,913	4,115	8.96%	47,582	2,446	5.14%	
	Total Personal Services	186,041	182,114	3,927	2.16%	75,038	181,899	4,142	2.28%	177,244	8,797	4.96%	
604000	Professional Services - General	15,000	22,000	(7,000)	-31.82%		15,000	0	0.00%		15,000	100%	
604016	Artwork and Creative Production	19,000	26,000	(7,000)	-26.92%	427	25,000	(6,000)	-24.00%	29,759	(10,759)	-36.15%	
604017	Surveys, Reports & Data	6,800	4,800	2,000	41.67%	1,800	4,800	2,000	41.67%	12,825	(6,025)	-46.98%	
641000	Temporary Help	0	500	(500)	-100.00%	0	0	0	100%	0	0	100%	
648000	Miscellaneous Expense	0	0	0	100%		0	0	100%		0	100%	
650000	Travel, Per Diem, Conference Registration	13,100	13,200	(100)	-0.76%	3,424	13,200	(100)	-0.76%	12,983	117	0.90%	
651000	Training & Education	250	1,500	(1,250)	-83.33%	500	1,200	(950)	-79.17%	599	(349)	-58.26%	
710000	General Repairs and Maintenance	200	200	0	0.00%	0	0	200	100%	0	200	100%	
730000	Printing & Binding	4,000	4,000	0	0.00%	2,094	5,026	(1,026)	-20.41%	4,855	(855)	-17.61%	
730001	Banners	3,500	3,500	0	0.00%	0	3,500	0	0.00%	535	2,965	554.21%	
740005	Radio	12,000	16,000	(4,000)	-25.00%	4,317	16,000	(4,000)	-25.00%	35,122	(23,122)	-65.83%	
740010	Billboards	39,000	36,200	2,800	7.73%	11,400	36,200	2,800	7.73%	35,600	3,400	9.55%	
740015	Print	17,100	13,100	4,000	30.53%	9,031	13,100	4,000	30.53%	14,650	2,450	16.72%	
740020	TV	64,000	69,000	(5,000)	-7.25%	24,486	69,000	(5,000)	-7.25%	55,585	8,415	15.14%	
740030	Telephone Book	800	1,792	(992)	-55.36%	438	1,000	(200)	-20.00%	1,047	(247)	-23.59%	
740040	Web Advertising	47,000	48,000	(1,000)	-2.08%	16,367	48,000	(1,000)	-2.08%	29,414	17,586	59.79%	
740050	Air Service Development	1,500	3,000	(1,500)	-50.00%	65	1,500	0	0.00%	0	1,500	100%	
740100	Promotional Events/Sponsorships	23,000	13,000	10,000	76.92%	1,345	13,000	10,000	76.92%	9,424	13,576	144.06%	
740101	Other Community Events/Exhibits/Sponsorships	50,800	53,300	(2,500)	-4.69%	30,677	53,300	(2,500)	-4.69%	49,570	1,230	2.48%	
740115	Employee/Tenant Appreciation	1,500	1,700	(200)	-11.76%	1,350	1,350	150	11.11%	1,729	(229)	-13.24%	
770301	Art Program	1,200	1,500	(300)	-20.00%	353	1,500	(300)	-20.00%	997	203	20.36%	
770305	Promotional Items	11,000	12,000	(1,000)	-8.33%	1,940	12,000	(1,000)	-8.33%	11,951	(951)	-7.96%	
770310	Holiday Decorations	600	1,250	(650)	-52.00%	672	672	(72)	-10.71%	0	600	100%	
771000	Operating Furniture, Fixtures and Equipment	700	300	400	133.33%	0	0	700	100%	0	700	100%	
780100	Dues & Memberships	5,170	5,170	0	0.00%	985	5,170	0	0.00%	5,012	158	3.15%	
780500	Books & Publications	915	915	0	0.00%	360	915	0	0.00%	631	284	45.01%	
	Total Services & Mat'ls.	338,135	351,927	(13,792)	-3.92%	112,031	340,433	(2,298)	-0.67%	312,288	25,847	8.28%	
	Department Total	524,176	534,041	(9,865)	-1.85%	187,069	522,332	1,844	0.35%	489,532	34,644	7.08%	

Comments:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Operations
Department # 40
Cost Center 00
Source 00

Account Code		Description				Item	Summary
Fund	Acct.	Sec.	C.C.	Source	Amount	Amount	

PERSONNEL SERVICES

ARA	500000	40	00	00	Salaries	951,101	951,101
ARA	500016	40	00	00	Longevity	18,099	18,099
ARA	500020	40	00	00	Overtime...Includes O/T for 3 New Ops Positions	30,000	30,000
<u>Benefits:</u>							
ARA	500017	40	00	00	Medical Reimbursements	400	541,211
ARA	500050	40	00	00	FICA Taxes	79,354	
ARA	500070	40	00	00	LGERS retirement	72,409	
ARA	500080	40	00	00	401k	51,209	
ARA	500160	40	00	00	Medical	308,808	
ARA	500260	40	00	00	Dental	17,276	
ARA	500360	40	00	00	Life Insurance	4,203	
ARA	500460	40	00	00	Disability	7,552	
TOTAL PERSONNEL SERVICES							1,540,411

OPERATING EXPENSES

Professional Services							
ARA	641000	40	00	00	Temporary Help		30,000
					Temporary Help	30,000	
Contractual Services							
ARA	645000	40	00	00	Landscaping		12,000
					RAC Contract	12,000	
ARA	646500	40	00	00	Parking Management Contract		370,351
					Payroll, Benefits & Operating Expenses	314,920	
					Management Fee	55,431	
ARA	647000	40	00	00	Other Contractual Services		78,457
					Automatic Door Contract	6,793	
					Uniform Cleaning & Mats (Maintenance & Janitorial)	23,128	
					Loading Bridge Maintenance Contract	4,000	
					Load Bank Generator Test	3,200	
					Chiller Service Agreement	-	
					State & NCDOL Inspections	900	
					Fire Sprinkler Inspections/Backflow/Halation/Crane	4,500	
					Waste Removal & Recycling	13,913	
					RAC Waste Removal and Recycling	4,690	
					Pest Control	1,800	
					RAC Pest Control	533	
					Wildlife Program	10,000	
					Annual Continuous Runway Friction Testing		
					Water Sample Testing	-	
					Lobby Plants	5,000	
ARA	700100	40	00	00	Elevator Maintenance Contract		4,213
					Elevator Maintenance Contract	4,213	
					Elevator Controls Upgrade	-	
ARA	700200	40	00	00	Fire Alarm Systems Contract		13,500

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Operations
Department # 40
Cost Center 00
Source 00

Account Code		Description				Item	Summary
Fund	Acct.	Sec.	C.C.	Source	Amount	Amount	
					Fire Alarm Systems-Infinity & Monitoring fees	1,000	
					Fire Alarm Systems-Simplex	12,500	
					RAC Fire Alarm System Monitoring/Maintenance	-	
					Travel and Training		
ARA	650000	40	00	00	Travel, Per Diem, Conference Registration		13,800
					SEC Annual Conference	1,600	
					NCAA Conference	500	
					AGTA/IPI/NC/SC/GA Conferences (1)	2,000	
					Maintenance Seminar		
					Annual Snow Symposium (2)	3,500	
					FAA Annual Cert. Conference/Operations School (2)	2,000	
					NCAA Board travel...7 to 10 meetings	1,800	
					Safety Conferences		
					Local Travel	2,400	
ARA	651000	40	00	00	Training & Education		5,250
					Professional Development	1,250	
					Safety Programs	3,000	
					Operations Training for New Positions (Comm CTR/ASOS)	1,000	
					Wildlife Tech Course	-	
					Administrative Training		
					Utility Services		
ARA	681000	40	00	00	Electricity TA8918 Terminal 208		140,827
					61 Terminal Dr (727 171 5729)	140,827	
ARA	681500	40	00	00	Electricity TH4698 Landside Restaurant & GRAA Storage areas		20,688
					61 Terminal Dr (183 474 0183)	5,688	
					Airside Restaurant and Freezer	15,000	
ARA	682500	40	00	00	Electricity TH4217 DPS Bldg		11,050
					43 Terminal Drive (726 522 5727)	11,050	
ARA	683000	40	00	00	Electricity TK0203 Maint Bldgs		11,827
					15 Aviation Way (590 232 5728)	11,827	
ARA	683500	40	00	00	Electricity W10456 Vgate-8AW		336
					21 Aviation Way (798 342 2663)	336	
ARA	684000	40	00	00	Electricity S93746 GA Sewer Lift		564
					1 Aviation Way (153 235 5813)	564	
ARA	685600	40	00	00	Electricity TF3027 480V TAFRDP		121,939
					61 Terminal Dr (447 711 2884)	121,939	
ARA	686000	40	00	00	Electricity YK5320 Cargo Bldg		1,038
					41 Terminal Dr (527 340 0993)	1,038	
ARA	687000	40	00	00	Electricity W12777 ODLGriffen		-
					21 Aviation Way (465 604 2167) WNC Lease	-	
ARA	688500	40	60	00	Electricity RAC CAM S83383		14,459
					87 Rental Car Dr (319 694 7927)	14,459	
ARA	689000	40	00	00	Electricity TH6583 WBW St Light		5,263
					Wright Brothers Way (317 794 7458)	5,263	
ARA	689100	40	00	00	Electricity VF0723 Pinner Rd Rental House		403
					(129 615 7405)	403	

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Operations
Department # 40
Cost Center 00
Source 00

Account Code		Description				Item	Summary
Fund	Acct.	Sec.	C.C.	Source	Amount	Amount	
ARA	689200	40	00	00	Electricity YT5631 LowerOverflow (606 016 2549)	605	605
ARA	689300	40	00	00	Electricity SA3067 Lav Cart Dump Station (086 102 1566)	726	726
ARA	690000	40	00	00	Nat Gas 635822 Terminal 61 Terminal Dr (3-1981-0349-9500)	30,714	30,714
ARA	691500	40	00	00	Nat Gas 568135 Operations Office Bldg A (East) 15 Aviation Way (2-2100-7146-7120)	11,452	11,452
ARA	692000	40	00	00	Nat Gas 446155 Main Bldg B (West) 15 Aviation Way (8-1981-0349-9521)	5,518	5,518
ARA	692500	40	00	00	Nat Gas 384909 DPS Bldg 43 Terminal Dr (2-1981-0440-0092)	4,836	4,836
ARA	693000	40	00	00	Nat Gas 250049 CAP Bldg 21 Aviation Way (1-1981-0349-9513) WNC Lease	-	-
ARA	695000	40	00	00	Water 11946022/11946024 Term 61 Terminal Dr (2111887-1140018)	25,941	25,941
ARA	695500	40	00	00	Water 47313873 Maint Bldg A E 15 Aviation Way (2111879-1339978)	-	-
ARA	696000	40	00	00	Water 11703893 Public Saf Bldg 43 Terminal Dr (2111883-1139998)	623	623
ARA	696500	40	00	00	Water 12439009 Air Cargo Bldg 41 Terminal Dr (2111885-1140008)	578	578
ARA	697000	40	00	00	Water 43119699 ODL Griffen Bldg 21 Aviation Way (2111877-1139968) WNC Lease	-	-
ARA	697500	40	00	00	Water 11459507/70162311 New Maint Bldg (East) 15 Aviation Way (2111887-1580708)	2,698	2,698
ARA	698000	40	60	00	Water 11946005/70182576 RAC 65 Rental Car Dr (2293169-1587918)	18,581	18,581
ARA	698500	40	00	00	Water 1013844 Toll Plaza Office 70 Terminal Dr	1,349	1,349
General Repairs and Maintenance							
ARA	710100	40	00	00	Terminal, Buildings and Grounds		214,469
					Terminal, Building & Grounds General Repairs	20,000	
					Door Hardware	10,000	
					Forbo Replacement	5,000	
					Terminal & Grounds Lighting Fixtures and bulbs	13,000	
					Baggage Belts	15,000	
					Equipment Rental	5,000	
					Painting FAA Offices and Stairwell	-	
					Remove TSA Storefront, drywall, paint, & install Carpet	-	
					Roofing/RAMP	17,469	
					Gate area 4-7 HVAC Test & Balance	-	
					HVAC Repairs	12,000	
					Signs	6,000	
					SCAN System Repairs	2,000	

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

BASIC OPERATING BUDGET

FY 2013-2014

Fund **ARA**
 Department **Operations**
 Department # **40**
 Cost Center **00**
 Source **00**

Account Code					Description	Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount
					Lime, Fertilizer, Mulch & Plants	12,000	
					Loading Bridges, PC Air/GPU's	20,000	
					RAC Light Poles, Fencing, Backflow/Fire Line & Building	12,000	
					Light Poles, Fencing.	15,000	
					Crosswalk Sealing (1)	5,000	
					Sewer Cleanout & Repair	3,000	
					Pavement Maintenance Program	30,000	
					Second Floor Restroom Remodel	-	
					Rental Homes, Advantage West, DPS, CAP, & WNC Building	12,000	
ARA	710200	40	00	00	Vehicles and Heavy Equipment		75,000
					Airfield Vehicles & Heavy Equipment	60,000	
					Landside Vehicles & Heavy Equipment	15,000	
ARA	710300	40	00	00	Airport and Airfield Equipment		15,500
					Airfield Lighting, Runway Painting, & Electrical Vault	15,500	
					Printing & Binding		
ARA	730000	40	00	00	Printing & Binding		2,000
					Printing & Binding	2,000	
					Promotional Activities		
ARA	740115	40	00	00	Employee/Tenant Appreciation		1,000
					Employee/Conference Hosting/Snow Team Food	1,000	
					Operating Supplies		
ARA	770100	40	00	00	Vehicle Fuel		45,000
					Vehicle Fuel	45,000	
ARA	770200	40	00	00	Shop Supplies		5,000
					Shop Supplies	5,000	
ARA	770300	40	00	00	Operating Supplies		15,000
					Operating Supplies	5,000	
					Finger Print/Badging	10,000	
ARA	770400	40	00	00	Chemicals & Safety		74,012
					Chemicals & Safety	4,012	
					De-icing Chemicals	70,000	
ARA	770500	40	00	00	Small Tools and Equipment		7,500
					Small Tools & Equipment	7,500	
ARA	770600	40	00	00	Custodial Supplies		10,000
					Soap/Mop Heads/Cleaning Supplies	10,000	
ARA	770650	40	00	00	Custodial Consumables		30,000
					Paper Towels/Toilet Paper	30,000	

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Operations
Department # 40
Cost Center 00
Source 00

Account Code		Description				Item	Summary	
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount	
ARA	771000	40	00	00	Operating Furniture, Fixtures, Equipment and Software Greater than \$100 & up to \$5,000		750	
						750		
ARA	771500	40	00	00	Uniforms		4,000	
					Employee Shoe Allowance	2,000		
					Winter Weather Gear	1,600		
					Prescription Safety Glasses	400		
					Books, Publications, Subscriptions and Memberships			
ARA	780100	40	00	00	Dues & Memberships		1,540	
					AAAE-3	825		
					AGTA-2	450		
					SEC-3	105		
					NCAA Annual Dues (4)	160		
ARA	780500	40	00	00	Books, Publications, Compact Disks, Videos & Subscriptions		800	
						800		
ARA	780503	40	00	00	Licenses & Certifications		660	
					CDL Licenses	500		
					NC Fire Sprinkler Licenses	160		
TOTAL OPERATING EXPENSES								1,461,817
SECTION TOTAL								3,002,228

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
Operations
Fiscal Year 2013/2014
Variance Analysis

Acct #	Description	FY 2014 Budget	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
			FY 2013 Budget	Increase/Decrease		FY 2013 Actual 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease			
				Amount	Percent			Amount	Percent		Amount	Percent		
500000	Salaries	951,101	835,339	115,762	13.86%	341,750	820,200	130,901	15.96%	805,640	145,461	18.06%		
500016	Longevity	18,099	15,320	2,779	18.14%	6,608	15,320	2,779	18.14%	12,787	5,312	41.54%		
500020	Overtime	30,000	25,000	5,000	20.00%	8,665	30,000	0	0.00%	20,536	9,464	46.08%		
500017	Medical Reimbursements	400	400	0	0.00%	200	400	0	0.00%	300	100	33.33%		
500050	FICA Taxes	79,354	67,457	11,897	17.64%	26,633	67,457	11,897	17.64%	62,825	16,529	26.31%		
500070	LGERS retirement	72,409	59,019	13,390	22.69%	24,063	59,019	13,390	22.69%	57,983	14,426	24.88%		
500080	401k	51,209	43,783	7,426	16.96%	17,851	43,783	7,426	16.96%	41,546	9,663	23.26%		
500160	Medical	308,808	241,590	67,218	27.82%	87,211	229,306	79,502	34.67%	207,596	101,212	48.75%		
500260	Dental	17,276	15,050	2,226	14.79%	5,519	14,246	3,030	21.27%	13,004	4,272	32.85%		
500360	Life Insurance	4,203	3,697	506	13.69%	1,322	3,473	730	21.03%	3,291	912	27.71%		
500460	Disability	7,552	6,162	1,390	22.56%	2,348	5,935	1,617	27.24%	5,144	2,408	46.81%		
	Total Benefits	541,211	437,158	104,053	23.80%	165,147	423,619	117,592	27.76%	391,689	149,522	38.17%		
	Total Personal Services	1,540,411	1,312,817	227,594	17.34%	522,170	1,289,139	251,272	19.49%	1,230,652	309,759	25.17%		
604020	Physicals and Drug Screens	0	0	0	100%	0	0	0	100%	396	(396)	-100.00%		
641000	Temporary Help	30,000	30,000	0	0.00%	26,001	80,000	(50,000)	-62.50%	29,710	290	0.98%		
645000	Landscaping	12,000	11,000	1,000	9.09%	4,000	11,000	1,000	9.09%	9,600	2,400	25.00%		
646500	Parking Management Contract	370,351	393,305	(22,954)	-5.84%	160,387	384,929	(14,578)	-3.79%	343,649	26,702	7.77%		
647000	Other Contractual Services	78,457	81,164	(2,707)	-3.34%	23,169	81,164	(2,707)	-3.34%	57,327	21,130	36.86%		
700100	Elevator Maintenance Contract	4,213	41,100	(36,887)	-89.75%	29,229	35,000	(30,787)	-87.96%	4,653	(440)	-9.46%		
700200	Fire Alarm Systems Contract	13,500	15,100	(1,600)	-10.60%	5,867	12,000	1,500	12.50%	9,800	3,700	37.76%		
650000	Travel, Per Diem, Conference Registration	13,800	18,400	(4,600)	-25.00%	3,741	17,000	(3,200)	-18.82%	12,801	999	7.80%		
651000	Training & Education	5,250	6,750	(1,500)	-22.22%	426	6,500	(1,250)	-19.23%	4,517	733	16.23%		
681000	ElectricityTA8918 Terminal 208	140,827	147,851	(7,024)	-4.75%	56,941	140,000	827	0.59%	137,399	3,428	2.49%		
681500	Electricity TH4698 Restaurant	20,688	21,688	(1,000)	-4.61%	1,802	15,000	5,688	37.92%	4,864	15,824	325.33%		
682500	Electricity TD0460 DPS Bldg	11,050	11,050	0	0.00%	4,239	11,050	0	0.00%	9,875	1,175	11.90%		
683000	Electricity TF6197 Maint Bldg	11,827	13,667	(1,840)	-13.46%	4,764	13,000	(1,173)	-9.02%	12,515	(688)	-5.50%		
683500	Electricity W10456 Vgate-8AW	336	286	50	17.48%	128	307	29	9.37%	292	44	15.07%		
684000	Electricity S93746 GA Sewer Lift	564	509	55	10.81%	220	528	36	6.82%	510	54	10.59%		
685600	Electricity TF3027 480V TAFRDP	121,939	124,847	(2,908)	-2.33%	48,934	122,000	(61)	-0.05%	118,993	2,946	2.48%		
686000	Electricity YK5320 Cargo Bldg	1,038	1,647	(609)	-36.98%	77	1,500	(462)	-30.80%	1,406	(368)	-26.17%		
687000	Electricity W12777 ODLGriffin	0	0	0	100%	0	0	0	100%		0	100%		
688500	Electricity RAC CAM S83383	14,459	14,122	337	2.39%	5,656	14,122	337	2.39%	13,923	536	3.85%		
689000	Electricity TH6583 WBW St Light	5,263	5,475	(212)	-3.87%	2,026	5,475	(212)	-3.87%	5,228	35	0.67%		
689100	Electricity VF0723 Pinner Rd RH	403	480	(77)	-16.04%	124	480	(77)	-16.04%	390	13	3.33%		
689200	Electricity YT5631 Lower Overflow	605	1,535	(930)	-60.59%	228	600	5	0.83%	1,189	(584)	-49.12%		
689300	Electricity SA3067 Lav Cart	726	677	49	7.24%	285	700	26	3.71%	678	48	7.08%		
690000	Natural Gas 635822 Terminal	30,714	33,505	(2,791)	-8.33%	4,520	30,000	714	2.38%	24,517	6,197	25.28%		
691500	Natural Gas 568135 Operations	11,452	11,772	(320)	-2.72%	1,706	11,772	(320)	-2.72%	7,420	4,032	54.34%		
692000	Natural Gas 446155 Main Bldg A West	5,518	5,530	(12)	-0.22%	684	5,530	(12)	-0.22%	3,567	1,951	54.70%		
692500	Natural Gas 384909 DPS Bldg	4,836	5,890	(1,054)	-17.89%	1,024	5,800	(964)	-16.62%	3,310	1,526	46.10%		
693000	Natural Gas 250049 CAP Bldg	0	0	0	100%	0	0	0	100%		0	100%		
695000	Water 70185431/70185433 Term	25,941	29,970	(4,029)	-13.44%	1,163	25,000	941	3.76%	12,330	13,611	110.39%		
695500	Water 47313873 Maint Bldg A E	0	0	0	100%	0	0	0	100%	0	0	100%		
696000	Water 37667083 Public Saf Bldg	623	645	(22)	-3.41%	199	645	(22)	-3.41%	623	0	0.00%		
696500	Water 83562624 Air Cargo Bldg	578	186	392	210.75%	43	186	392	210.75%	560	18	3.21%		
697000	Water 43119699 ODL Griffin Bldg	0	0	0	100%	0	0	0	100%		0	100%		
697500	Water 70162311 New Maint Bldg	2,698	2,867	(169)	-5.89%	853	2,850	(152)	-5.33%	2,699	(1)	-0.04%		
698000	Water 70182576/70182577 RAC	18,581	18,000	581	3.23%	7,272	17,453	1,128	6.46%	18,913	(332)	-1.76%		
698500	Water 1013844 Toll Plaza Office	1,349	1,310	39	2.98%	0	0	1,349	100%	0	1,349	100%		

Acct #	Description	FY 2014 Budget	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
			FY 2013 Budget	Increase/Decrease		FY 2013 Actual 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease			
				Amount	Percent			Amount	Percent		Amount	Percent		
710100	Terminal, Buildings and Grounds	214,469	252,500	(38,031)	-15.06%	75,923	230,000	(15,531)	-6.75%	150,989	63,480	42.04%		
710200	Vehicles and Heavy Equipment	75,000	48,000	27,000	56.25%	34,045	81,708	(6,708)	-8.21%	77,158	(2,158)	-2.80%		
710300	Airport and Airfield Equipment	15,500	15,000	500	3.33%	7,999	15,000	500	3.33%	85,022	(69,522)	-81.77%		
730000	Printing & Binding	2,000	1,700	300	17.65%	766	1,838	162	8.79%	1,982	18	0.91%		
740115	Employee/Tenant Appreciation	1,000	1,500	(500)	-33.33%	261	1,500	(500)	-33.33%	314	686	218.47%		
770100	Vehicle Fuel	45,000	48,000	(3,000)	-6.25%	15,386	48,000	(3,000)	-6.25%	38,231	6,769	17.71%		
770200	Shop Supplies	5,000	5,150	(150)	-2.91%	1,262	5,150	(150)	-2.91%	5,266	(266)	-5.05%		
770300	Operating Supplies	15,000	5,000	10,000	200.00%	1,244	5,000	10,000	200.00%	5,212	9,788	187.80%		
770400	Chemicals & Safety	74,012	124,012	(50,000)	-40.32%	519	75,000	(988)	-1.32%	1,935	72,077	3724.91%		
770500	Small Tools and Equipment	7,500	10,000	(2,500)	-25.00%	800	10,000	(2,500)	-25.00%	5,134	2,366	46.08%		
770600	Custodial Supplies	10,000	14,000	(4,000)	-28.57%	1,898	12,000	(2,000)	-16.67%	14,234	(4,234)	-29.75%		
770650	Custodial Consumables	30,000	35,000	(5,000)	-14.29%	11,863	30,000	0	0.00%	32,163	(2,163)	-6.73%		
771000	Operating Furniture, Fixtures and Equipment	750	1,000	(250)	-25.00%	0	500	250	50.00%	126	624	495.24%		
771500	Uniforms	4,000	4,600	(600)	-13.04%	439	4,600	(600)	-13.04%	3,542	458	12.93%		
780100	Dues & Memberships	1,540	1,490	50	3.36%	355	1,490	50	3.36%	1,160	380	32.76%		
780500	Books & Publications	800	750	50	6.67%	104	500	300	60.00%	48	752	1566.67%		
780503	Licenses & Certifications	660	2,160	(1,500)	-69.44%	260	2,160	(1,500)	-69.44%	144	516	358.33%		
	Total Services & Mat'ls.	1,461,817	1,620,190	(158,373)	-9.77%	548,832	1,576,037	(114,220)	-7.25%	1,276,314	185,503	14.53%		
	Department Total	3,002,228	2,933,007	69,221	2.36%	1,071,002	2,865,176	137,052	4.78%	2,506,966	495,262	19.76%		

Comments:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

**CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014**

JUSTIFICATION SCHEDULE

<u> </u>	Capital Improvement	Fund	ARA
<u> </u>	Equipment and Small Capital Outlay	Department Number	40
<u> </u>	Renewal and Replacement	Cost Center	0
<u> X </u>	Personnel Request		

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	40	0	0	Addition of (3) Airport Operations Specialists	\$ 171,512

The addition of three (3) new positions to the Airport Operations Department are necessary in order to provide for the oversight and monitoring of airport operational activities during both daytime and nighttime construction activities over the next four to five years. Existing airport staffing resources are inadequate to meet this requirement during the course of the Airfield Re-development Project. Half of this amount (\$85,756) is eligible for reimbursement through the project funding by FAA as force account work.

Each of the new positions will start at \$36,000 annually:

New positions \$36,000 x 3 = \$108,000
Benefits @47% = \$50,760
Workman's Comp = \$6,000 Total Labor = \$164,760

Other Annual Expenses:

Cell Phone = \$660
Email Accounts = \$288
Printer = \$204
Holiday Awards = \$600
Overtime = \$5,000 Total Addtl Expense = \$6,752

Total Annual Expense: \$171,512 (Not including reduction for FAA Reimbursable Amount)

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE: Airport Operations Specialist (3 positions)

HIRE DATE: November, 2013

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Public Safety

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Public Safety
Department # 50
Cost Center 00
Source 00

Account Code					Description	Item	Summary
Fund	Acct.	Sec.	C.C.	Source		Amount	Amount

PERSONNEL SERVICES

ARA	500000	50	00	00	Salaries	788,677	788,677
ARA	500016	50	00	00	Longevity	10,221	10,221
ARA	500020	50	00	00	Overtime	35,000	35,000
ARA	500090	50	00	00	LEO Special Separation Allowance	35,661	35,661
<u>Benefits:</u>							
ARA	500017	50	00	00	Medical Reimbursements	200	380,885
ARA	500050	50	00	00	FICA Taxes	68,982	
ARA	500070	50	00	00	LGERS retirement	60,887	
ARA	500080	50	00	00	401k	42,878	
ARA	500160	50	00	00	Medical	188,332	
ARA	500260	50	00	00	Dental	10,858	
ARA	500360	50	00	00	Life Insurance	3,107	
ARA	500460	50	00	00	Disability	5,641	

TOTAL PERSONNEL SERVICES

1,250,444

OPERATING EXPENSES

Contractual Services

ARA	647000	50	00	00	Other Contractual Services		6,700
					Police Info Computer (NCIC) & Mobile Data	2,900	
					Fire Extinguisher Service	3,300	
					IACP Net	500	

Travel and Training

ARA	650000	50	00	00	Travel, Per Diem, Conference Registration		6,400
					AAAE Chief's Conference	1,800	
					AVSEC	1,400	
					OSHA Conference	800	
					Local Travel	2,400	
ARA	651000	50	00	00	Training & Education		14,800
					FAR 139 Burn (Truck Ops & Fuselage)	11,000	
					Professional Development	2,600	
					Fire & LEO Local Training (Community Colleges)	1,200	

Communications and Freight

ARA	662000	50	00	00	Telecommunications		-
					Cable News Service	-	
ARA	663000	50	00	00	Online Services		1,440
					Broadband Service for 3 Toughbook Laptops	1,440	

General Repairs and Maintenance

ARA	710000	50	00	00	General Repairs and Maintenance		3,000
					Radio Equipment	3,000	

Operating Supplies

ARA	770300	50	00	00	Operating Supplies		6,000
					First Aid Supplies	3,000	

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Public Safety

BASIC OPERATING BUDGET

FY 2013-2014

Fund ARA
Department Public Safety
Department # 50
Cost Center 00
Source 00

Account Code		Description				Item	Summary
Fund	Acct.	Sec.	C.C.	Source	Amount	Amount	
					Training Supplies (ammunition, foam, etc)	3,000	
ARA	770400	50	00	00	Chemicals & Safety		5,500
					Chemicals, Safety, and OSHA	5,500	
ARA	770500	50	00	00	Small Tools and Equipment		4,500
					Small Tools & Equipment	4,500	
ARA	771000	50	00	00	Operating Furniture, Fixtures, Equipment and Software Greater than \$100 & up to \$5,000		1,000
					Station Furniture	1,000	
ARA	771500	50	00	00	Uniforms		15,300
					Uniforms (Police and Fire Class A's and Utility)	12,000	
					Duty Boots	1,300	
					Body Armor	2,000	
ARA	780501	50	00	00	Firefighter Equipment		2,500
					Turnout Gear & SCBA Masks (New Hire or Damage)	2,500	
					Books, Publications, Subscriptions and Memberships		
ARA	780100	50	00	00	Dues & Memberships		2,050
					ALEAN	350	
					ARFFWG	300	
					Buncombe Co FF Assoc	150	
					Buncombe Co Fire Chief's Assoc	150	
					Henderson Co FF Assoc	100	
					International Assoc of Chief's of Police	150	
					National Safety Council	395	
					FBI LEEDA	55	
					NC Assoc of Rescue Squads and EMS	400	
ARA	780500	50	00	00	Books, Publications, Compact Disks, Videos & Subscriptions		750
					Books, Publications, Compact Disks, Videos & Subscrip.	750	
TOTAL OPERATING EXPENSES							69,940
SECTION TOTAL							1,320,384

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

Public Safety

Fiscal Year 2013/2014

Variance Analysis

Acct #	Description	FY 2014 Budget	FY2013 Budget				FY2013 Estimated Actual				FY2012 Actual			Comments
			FY 2013 Budget	Increase/Decrease		FY 2013 5 Months	FY 2013 Estimate	Increase/Decrease		FY 2012 Actual	Increase/Decrease			
				Amount	Percent			Amount	Percent		Amount	Percent		
500000	Salaries	788,677	830,302	(41,625)	-5.01%	332,899	830,302	(41,625)	-5.01%	791,105	(2,428)	-0.31%		
500016	Longevity	10,221	13,986	(3,765)	-26.92%	1,304	13,986	(3,765)	-26.92%	11,902	(1,681)	-14.12%		
500020	Overtime	35,000	35,000	0	0.00%	13,278	34,000	1,000	2.94%	33,525	1,475	4.40%		
500090	LEO Special Separation Allowance	35,661	20,468	15,193	74.23%	12,567	20,468	15,193	74.23%	40,783	(5,122)	-12.56%		
500017	Medical Reimbursements	200	200	0	0.00%	0	200	0	0.00%	100	100	100.00%		
500050	FICA Taxes	68,982	67,685	1,297	1.92%	26,816	67,685	1,297	1.92%	63,814	5,168	8.10%		
500070	LGERS retirement	60,887	59,528	1,359	2.28%	23,502	59,528	1,359	2.28%	56,419	4,468	7.92%		
500080	401k	42,878	43,964	(1,086)	-2.47%	17,374	43,964	(1,086)	-2.47%	40,101	2,777	6.93%		
500160	Medical	188,332	187,604	728	0.39%	67,688	187,604	728	0.39%	164,340	23,992	14.60%		
500260	Dental	10,858	12,478	(1,620)	-12.98%	4,839	12,478	(1,620)	-12.98%	11,623	(765)	-6.58%		
500360	Life Insurance	3,107	3,278	(171)	-5.22%	1,212	3,278	(171)	-5.22%	2,950	157	5.32%		
500460	Disability	5,641	5,604	37	0.66%	2,042	5,604	37	0.66%	4,806	835	17.37%		
	Total Benefits	380,885	380,341	544	0.14%	143,473	380,341	544	0.14%	344,153	36,732	10.67%		
	Total Personal Services	1,250,444	1,280,097	(29,653)	-2.32%	503,521	1,279,097	(28,653)	-2.24%	1,221,468	28,976	2.37%		
604020	Physicals and Drug Screens	0	0	0	100%	0	0	0	100%	1,927	(1,927)	-100.00%		
647000	Other Contractual Services	6,700	10,000	(3,300)	-33.00%	2,600	6,940	(240)	-3.46%	2,677	4,023	150.28%		
650000	Travel, Per Diem, Conference Registration	6,400	6,500	(100)	-1.54%	2,908	6,000	400	6.67%	6,132	268	4.37%		
651000	Training & Education	14,800	16,400	(1,600)	-9.76%	3,009	15,200	(400)	-2.63%	14,223	577	4.06%		
662000	Telecommunications	0	1,200	(1,200)	-100.00%	481	1,154	(1,154)	-100.00%	1,134	(1,134)	-100.00%		
663000	Online Services	1,440	0	1,440	100%		0	1,440	100%		1,440	100%		
710000	General Repairs and Maintenance	3,000	3,000	0	0.00%	88	1,700	1,300	76.47%	2,179	821	37.68%		
770300	Operating Supplies	6,000	11,500	(5,500)	-47.83%	3,965	11,000	(5,000)	-45.45%	4,191	1,809	43.16%		
770400	Chemicals & Safety	5,500	6,500	(1,000)	-15.38%	164	6,200	(700)	-11.29%	3,220	2,280	70.81%		
770500	Small Tools and Equipment	4,500	8,500	(4,000)	-47.06%	1,223	6,500	(2,000)	-30.77%	7,535	(3,035)	-40.28%		
771000	Operating Furniture, Fixtures and Equipment	1,000	1,500	(500)	-33.33%	0	1,000	0	0.00%	769	231	30.04%		
771500	Uniforms	15,300	14,000	1,300	9.29%	(503)	12,800	2,500	19.53%	10,541	4,759	45.15%		
780501	Firefighter Equipment	2,500	4,300	(1,800)	-41.86%	781	4,000	(1,500)	-37.50%	3,479	(979)	-28.14%		
780100	Dues & Memberships	2,050	2,050	0	0.00%	570	2,000	50	2.50%	1,746	304	17.41%		
780500	Books & Publications	750	1,000	(250)	-25.00%	340	816	(66)	-8.09%	656	94	14.33%		
	Total Services & Mat'ls.	69,940	86,450	(16,510)	-19.10%	15,626	75,310	(5,370)	-7.13%	60,409	9,531	15.78%		
	Department Total	1,320,384	1,366,547	(46,163)	-3.38%	519,147	1,354,407	(34,023)	-2.51%	1,281,877	38,507	3.00%		

Comments:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
FY2013/2014 PROJECTED CAPITAL CARRY-OVER**

Description	Amount Authorized	Estimated Spending Through 6/30/2013	Estimated Balance to Carryover	FAA-AIP Entitlement	FAA-AIP Discretionary	NC DOT Grants	PFC'S Currently Approved (2)	PFC'S to be Applied For (2)	Airport Funds
Master Plan Update	\$ 832,500	\$ 800,000	\$ 32,500	\$ 30,875					\$ 1,625
ARFF Station Design	541,409	390,000	151,409	143,839					7,570
ARFF Station Construction	4,534,750	750,000	3,784,750	2,933,979		625,000	225,771		-
Airfield Redevelopment-Phase I (1)	2,340,195	700,000	1,640,195	35,000	1,260,000			345,195	-
		-	-	-					
		-	-	-					
TOTAL CARRY-OVER TO FY2013/2014	\$ 8,248,854	\$ 2,640,000	\$ 5,608,854	\$ 3,143,693	\$ 1,260,000	\$ 625,000	\$ 225,771	\$ 345,195	\$ 9,195

(1) Represents current estimated amounts. FY2012/2013 budget amounts will be amended to reflect these cost later in FY2012/2013 when estimated costs are finalized and related contracts are ready to be awarded.

(2) PFC Revenues are included in the budget at the amount expected to be collected by the airlines in the fiscal year. Any difference between that amount and the amount planned as funding for current year capital projects is reflected in the budgeted amount of GARAA cash to be used.

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
CAPITAL BUDGET
FISCAL YEAR 2013/2014**

Description	Total	Funding Source					
		FAA- AIP Entitlements	FAA- AIP Discretionary	NCDOT Grants	Currently Approved PFC's (2)	PFC's to be Applied For (2)	Airport Funds
Capital Improvements (1)							
Airfield Redevelopment - Phase II	\$ 10,485,000	\$ 2,725,339	\$ 5,774,661	\$ 600,000		\$ 1,385,000	\$ -
Total Capital Improvements	10,485,000	2,725,339	5,774,661	600,000	-	1,385,000	-
Equipment and Small Capital Outlay							
Furniture for New ARFF Facility	60,000						60,000
IT Equipment for New ARFF Facility	24,000						24,000
Crack Sealing Equipment	50,000						50,000
Furniture for New Operations Office	10,000						10,000
							-
Total Equipment and Small Capital Outlay	144,000	-	-	-	-	-	144,000
Renewal and Replacement							
Roofing for Terminal Building	245,000					245,000	-
Roofing for Toll Plaza	45,000						45,000
Airfield Tractor & Mower	149,000						149,000
Vehicle Replacement	28,000						28,000
Multi-user Flight Information Display Upgrade	39,000						39,000
Network Switch Replacement	30,000						30,000
LCD Monitors-Phase II	24,000						24,000
Automated External Defibrillators	12,000						12,000
Total Renewal and Replacement	572,000	-	-	-	-	245,000	327,000
Total	\$ 11,201,000	\$ 2,725,339	\$ 5,774,661	\$ 600,000	\$ -	\$ 1,630,000	\$ 471,000

(1) All purchases of Capital Improvements will be presented to the Authority Board for final approval before implementation unless otherwise authorized by the Authority Board.

(2) PFC Revenues are included in the budget at the amount expected to be collected by the airlines in the fiscal year. Any difference between that amount and the amount planned as funding for current year capital projects is reflected in the budgeted amount of GARAA cash to be used.

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Development

CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014

JUSTIFICATION SCHEDULE

<u> </u> <input checked="" type="checkbox"/> Capital Improvement	Fund	ARA
<u> </u> Equipment and Small Capital Outlay	Department Number	70
<u> </u> Renewal and Replacement	Cost Center	0
<u> </u> Personnel Request		

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	70	0	0	Airfield Re-development Project - Phase II	\$10,485,000

Phase II of the Airfield Re-development Project includes engineering design, RPR services, and construction of site work and utilities for the new parallel taxiway and re-constructed runway at the Asheville Regional Airport. This phase also includes land acquisition costs.

This project is to be funded with \$2,725,339 in AIP Entitlements, \$5,774,661 in AIP Discretionary funds, \$600,000 in NC Department of Transportation funds, and \$1,385,000 in future approved PFC funds.

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Public Safety

CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014

JUSTIFICATION SCHEDULE

<input type="checkbox"/>	Capital Improvement	Fund	ARA
<input checked="" type="checkbox"/>	Equipment and Small Capital Outlay	Department Number	50
<input type="checkbox"/>	Renewal and Replacement	Cost Center	0
<input type="checkbox"/>	Personnel Request		

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	50	0	0	Furniture for New ARFF Facility	\$ 60,000

Office and living area furnishings for office and living space for the new ARFF facility which will serve as ARFF and police headquarters for the AVL. Also to include storage units and furniture for workshop areas.

NOTE:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT
Information Technology
CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014**

JUSTIFICATION SCHEDULE

_____	Capital Improvement		
<u> X </u>	Equipment and Small Capital Outlay	Fund	ARA
_____	Renewal and Replacement	Department Number	20
_____	Personnel Request	Cost Center	0

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	20	0	0	ARFF Facility IT Equipment	\$ 24,000

This Capital Improvement request is for the additional hardware upgrades needed in the new ARFF Facility. These hardware items are as follows:

Remote Access Appliance - \$5000 - Allows remote access to a designated DPS System such as the CAD system, Radio Server system, or other critical systems.
 2 qty - 3560X - 48-port switches - \$13,246 - Current switches will be needed in old DPS building for Access Control, CCTV, Phone, and Data purposes.
 2 qty - IO Gear 8 port USB/ps2 Combo KVM Switch - \$470 - Hardware to run switching between all computers and corresponding LCD monitors on desk or on wall.
 4 qty - Visio M550/LG SL 55" LCDs - \$4412 - Additional LCD's for DPS Watch Room to support all CCTV monitoring.
 Misc. Cables - \$500

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014

JUSTIFICATION SCHEDULE

<input type="checkbox"/>	Capital Improvement	Fund	ARA
<input checked="" type="checkbox"/>	Equipment and Small Capital Outlay	Department Number	40
<input type="checkbox"/>	Renewal and Replacement	Cost Center	0
<input type="checkbox"/>	Personnel Request		

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	40	0	0	Crack Sealing Equipment	\$ 50,000

Airport Maintenance is requesting to purchase Crack Sealing Equipment with heater, compressor, melting kettles, and crack sealing material in order to start an in-house pavement management program.

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014

JUSTIFICATION SCHEDULE

<input type="checkbox"/>	Capital Improvement			
<input checked="" type="checkbox"/>	Equipment and Small Capital Outlay	Fund		ARA
<input type="checkbox"/>	Renewal and Replacement	Department Number		40
<input type="checkbox"/>	Personnel Request	Cost Center		0

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	40	0	0	New Operations Office Furniture	\$ 10,000

Airport Operations is requesting to purchase new furniture and equipment for a new Operations Office.

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

**CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014**

JUSTIFICATION SCHEDULE

<u> </u>	Capital Improvement	Fund	ARA
<u> </u>	Equipment and Small Capital Outlay	Department Number	40
<u> X </u>	Renewal and Replacement	Cost Center	0
<u> </u>	Personnel Request		

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	40	0	0	Terminal Roofing	\$ 245,000

Airport Maintenance is requesting to complete the roofing needed as identified in the Roof Asset Management Plan for FY 2013/2014. This work will include replacement of various roof sections that are 25 to 35 years old and well beyond their useful life. These roofing sections are the Terminal, Administration Office, Main Entrance, and Old Restaurant areas.

Replace & Install New Roof	Admin/Ticket Roofing North	63,600
Replace & Install New Roof and wall Cladding	Landside Roofing South Areas	146,825
	Roofing Cost:	\$210,425
	2014 Inflation Factor 8%	16,834
	Possible Increases	227,259
	A/E Professional Services 7.5%	17,044
	Terminal Roofing Total:	\$244,303

I have been advised that costs are increasing, and we should be able to save money if all of this work is completed in the fall of 2013. We need to start design in June/July 2013, so we can bid in July/August 2013 and complete work in September/October/November 2013.

Passenger Facility Charges are to be applied for to fund the \$245,000 cost of this project.

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**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

**CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014**

JUSTIFICATION SCHEDULE

<input type="checkbox"/>	Capital Improvement	Fund	ARA
<input type="checkbox"/>	Equipment and Small Capital Outlay	Department Number	40
<input checked="" type="checkbox"/>	Renewal and Replacement	Cost Center	0
<input type="checkbox"/>	Personnel Request		

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	40	0	0	Toll Plaza Roofing	\$ 45,000

Airport Maintenance is requesting to complete the roofing needed as identified in the Roof Asset Management Plan for FY 2013/2014. This work will include replacement of various roof sections that are 25 to 35 years old and well beyond their useful life. These roofing sections are the Toll Plaza sections.

Replace & Install New Roof	Toll Plaza Sections	38,420
	Roofing Cost:	\$38,420
	2014 Inflation Factor 8%	<u>3,074</u>
	Possible Increases	41,494
	A/E Professional Services 7.5%	<u>3,112</u>
	Terminal Roofing Total:	\$44,606

I have been advised that costs are increasing, and we should be able to save money if all of this work is completed in the fall of 2013. We need to start design in June/July 2013, so we can bid in July/August 2013 and complete work in September/October/November 2013.

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014

JUSTIFICATION SCHEDULE

<input type="checkbox"/>	Capital Improvement				
<input type="checkbox"/>	Equipment and Small Capital Outlay			Fund	ARA
<input checked="" type="checkbox"/>	Renewal and Replacement			Department Number	40
<input type="checkbox"/>	Personnel Request			Cost Center	0

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	40	0	0	Airfield Tractor & Mower	\$ 149,000

Airport Maintenance is requesting to replace our large airfield mower (\$121,000) that is 30 years old and the pull behind 15' mower (\$28,000) that is 12 years old. This equipment is being requested due to the age and condition of the equipment that make it necessary for replacement.

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Operations

**CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014**

JUSTIFICATION SCHEDULE

<u> </u>	Capital Improvement	Fund	ARA
<u> </u>	Equipment and Small Capital Outlay	Department Number	40
<u> X </u>	Renewal and Replacement	Cost Center	0
<u> </u>	Personnel Request		

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	40	0	0	Vehicle Replacement	\$ 28,000

Airport Maintenance is requesting to replace Unit #12 that is scheduled for replacement this year. Unit #12 is the 2008 F-250 DPS vehicle used for patrols , fence line checks, and FAR 139 Inspections. This vehicle is needed to support airfield operations during normal and emergency events.

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT
Information Technology
CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014**

JUSTIFICATION SCHEDULE

<input type="checkbox"/>	Capital Improvement			
<input type="checkbox"/>	Equipment and Small Capital Outlay		Fund	ARA
<input checked="" type="checkbox"/>	Renewal and Replacement		Department Number	20
<input type="checkbox"/>	Personnel Request		Cost Center	0

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	20	0	0	Multi-user Flight Information Display (MUFIDS) UPGRADE	\$ 39,000

The existing MUFIDS software is at a 2008 version and is due for an upgrade. The current version will be 6 years old in FY14. The new version is a major upgrade with many bug fixes and security patches. Additionally, the Media Core has been added to give the Airport the ability to maximize potential ad revenue on any LCD in the airport, not just in the Baggage Claim area with limited functionality as the current version allows.

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT
Information Technology
CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014**

JUSTIFICATION SCHEDULE

_____	Capital Improvement		
_____	Equipment and Small Capital Outlay	Fund	ARA
<u> X </u>	Renewal and Replacement	Department Number	20
_____	Personnel Request	Cost Center	0

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	20	0	0	Network Switch Replacement	\$ 30,000

Phase I in FY13 replaced 1/2 of the 100 MB switches on the network and moved the existing switches to a location less critical. The existing switches on the network will be over 5 years old in FY14. As in Phase I, completing the switch change out will put the GARAA network at 1 GB speed and 10 GB speed at the core, moving the existing 100 MB switches to locations with less critical connectivity.

- 1 qty - 3560X - 48 port switch - \$6623
- 3 qty - 3560X - 24 port switch - \$10755
- 1 qty - 3750X - 12 port SFP switch - \$7280
- 1 qty - 3750x - 24 port switch - \$5156

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT
Information Technology
CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014**

JUSTIFICATION SCHEDULE

<input type="checkbox"/>	Capital Improvement				
<input type="checkbox"/>	Equipment and Small Capital Outlay			Fund	ARA
<input checked="" type="checkbox"/>	Renewal and Replacement			Department Number	20
<input type="checkbox"/>	Personnel Request			Cost Center	0

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	20	0	0	LCD Monitors Phase II	\$ 24,000

As in Phase I in FY13, LCD's with 3 year life are being replaced after a 4-6 year life has been achieved. The newer LCD's come with 4 year warranties and are LED technology which is brighter and more durable. The following items will be replaced:

- Replace 15 40" LCD monitors on Ticket Counter (15 x \$1100) - Monitors to be replaced.
- Replace video extender Baluns with small DDCs (3 x \$1200) - Video connectors.
- Modify cabling for VGA/HDMI Connectivity (15 x \$250) - Cabling.

NOTE: If this request relates to recently approved personnel, please complete the following:

TITLE:

HIRE DATE:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ASHEVILLE REGIONAL AIRPORT**

Public Safety

CAPITAL BUDGET / PERSONNEL REQUEST
FY 2013-2014

JUSTIFICATION SCHEDULE

_____	Capital Improvement			
_____	Equipment and Small Capital Outlay		Fund	ARA
<u> X </u>	Renewal and Replacement		Department Number	50
_____	Personnel Request		Cost Center	0

DESCRIPTION & JUSTIFICATION

Fund	Acct.	Sec.	C.C.	Source	Description	Amount
ARA	0	50	0	0	Automated External Defibrillators	\$ 12,000

DPS has had in service since 2000 four (4) Automated External Defibrillators (AED). We have had two (2) documented saves with them. Currently, none of the four models are sold and two of the AED's are no longer supported by the manufacturer.

We are recommending we purchase 5 AED's total. This will include the replacement of the four AED's that are currently in service in patrol vehicles and ARFF trucks and the purchasing of one more for wall mounted placement in the Terminal area for public access.

This includes 4 basic surface mounted alarmed cabinets, carrying cases, AED pads for different types of patients and accessories.

NOTE:

TITLE:

HIRE DATE:

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
ESTIMATED CASH & INVESTMENT BALANCE
As of June 30, 2014

		Amount
Estimated Cash & Investment Balance at June 30, 2013		\$ 15,100,000
Plus: Net Operating & Investment Revenues		763,670
Less Other Costs:		
Business Development Costs	(300,000)	
Contingency	(100,000)	
Debt Service	(626,823)	(1,026,823)
Plus Non-Operating Revenues:		
Passenger Facility Charges	1,150,000	
Customer Facility Charges	900,000	2,050,000
Plus Capital Contributions:		
Federal Grants - AIP Entitlements	5,869,032	
Federal Grants - AIP Discretionary Funds	7,034,661	
NC DOT Grants	1,225,000	14,128,693
Less Capital Costs:		
Capital Improvements	(10,485,000)	
Equipment and Small Capital Outlay Fund	(144,000)	
Renewal and Replacements	(572,000)	
Carryover Projects From FY2013	(5,608,854)	(16,809,854)
Estimated Cash & Investment Balance at June 30, 2014		14,205,686
Estimated Restricted Cash at June 30, 2014		500,000
<u>Reserves:</u>		
Operations & Maintenance Reserve (6 Months)		3,742,872
Emergency Repair Reserve		650,000
Estimated Unrestricted Undesignated Cash & Investments at June 30, 2014		\$ 9,312,814

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
SUPPLEMENTAL FEES AND CHARGES
FY 2013/2014 ANNUAL BUDGET**

	FY 2013/2014 Proposed Fees		FY 2012/2013 Current Fees	
	Cost	Per	Cost	Per
<u>Maintenance</u>				
Scissor Lift	\$ 100.00	day	\$ 100.00	day
Large ADA Ramp Rental	\$ 100.00	use	\$ 100.00	use
Air Stair Rental	\$ 100.00	use	\$ 100.00	use
Volvo Wheel Loader	\$ 150.00	use	\$ 150.00	day
Fork-lift	\$ 100.00	use	\$ 100.00	day
Pallet Jack	\$ 50.00	use	\$ 50.00	use
Tenant Sweeper	\$ 125.00	hour	\$ 125.00	hour
Service Truck	\$ 50.00	hour	\$ 50.00	hour
Backhoe	\$ 100.00	hour	\$ 100.00	hour
Lighted X	\$ 200.00	day	\$ 200.00	day
Light Tower	\$ 150.00	day	\$ 150.00	day
Paint Stripper	\$ 100.00	hour	\$ 100.00	hour
Large Aircraft Removal Dolly	\$ 200.00	day	\$ 200.00	day
Small Aircraft Removal Dolly	\$ 100.00	day	\$ 100.00	day
Aircraft Jack	\$ 100.00	use	\$ 100.00	use
Cores	\$ 40.00	each	\$ 40.00	each
Keys	\$ 12.00	each	\$ 12.00	each
Large Dump Truck	\$ 200.00	hour	\$ 200.00	hour
Small Sweeper	\$ 200.00	hour	\$ 200.00	hour
Large Sweeper	\$ 300.00	hour	\$ 300.00	hour
Pressure Washer	\$ 125.00	hour	\$ 125.00	hour
Maintenance Labor Rate (1)	\$ 45.00	hour	\$ 45.00	hour
Security Escort Rate (1)	\$ 45.00	hour	\$ 45.00	hour
<u>Department of Public Safety</u>				
ARFF Apparatus for 1500 gal. or greater	\$ 250.00	hour	\$ 250.00	hour
ARFF Apparatus for less than 1500 gal.	\$ 150.00	hour	\$ 150.00	hour
Command, Police, and Ops support vehicles	\$ 100.00	hour	\$ 100.00	hour
Aircraft recover dolly	\$ 150.00	day	\$ 150.00	day
Maintenance Labor Rate (1)	\$ 45.00	hour	\$ 45.00	hour
Mutual Aid Agencies collected on their behalf		as incurred		as incurred
Replacement charges for AVL equipment/supplies		as incurred		as incurred
<u>Information Technology (IT) Department</u>				
IT Labor Rate - Non-Network (1)	\$ 40.00	hour	\$ 40.00	hour
IT Labor Rate - Network Related (1)	\$ 60.00	hour	\$ 60.00	hour
Cable Television (CATV) Signal Transport Fee	\$ 10.00	month	\$ 10.00	month
Cable Television (CATV) Package # 1 (2 & 3)	\$ 36.00	month	\$ 36.00	month
Cable Television (CATV) Package # 2 (2 & 3)	\$ 72.00	month	\$ 72.00	month
Dark Fiber per strand per 0-1000 ft	\$ 20.00	month	\$ 20.00	month
Dark Fiber per strand per 0-2000 ft	\$ 22.00	month	\$ 22.00	month
Dark Fiber per strand per 0-3000 ft	\$ 24.00	month	\$ 24.00	month
WiFi & SSID (required for WiFi Access) (2)	\$ 70.00	month	\$ 70.00	month
Internet Bandwidth-Not Dedicated (2 MB) (2)	\$ 50.00	month	\$ -	month
Internet Bandwidth-Not Dedicated (5 MB) (2)	\$ 70.00	month	\$ -	month
Internet Bandwidth-Not Dedicated (10 MB) (2)	\$ 125.00	month	\$ -	month

Notes:

- (1) One Hour Minimum, Minimum of 3 hours charged after regular business hours.
- (2) Add \$120 for 2 hours of IT Labor for Setup & Configuration. Fees may be reduced when bundled with other services.
- (3) Add additional upgrades at cost

Identification Badge Fees and Charges	FY 2013/2014 Proposed Fees		FY 2012/2013 Current Fees	
	Cost	Per	Cost	Per
Initial Badge Issuance				
SIDA Badge	\$ 67.00		\$ 67.00	
Non-SIDA Badge	\$ 35.00		\$ 35.00	
Renewal of Badge				
SIDA Badge	\$ 35.00		\$ 35.00	
Non-SIDA Badge	\$ 35.00		\$ 35.00	
Lost Badge Replacement				
SIDA Badge (4)	\$ 85.00 / \$ 100.00		\$ 85.00 / \$ 100.00	
Non-SIDA Badge (5)	\$ 60.00 / \$ 75.00		\$ 60.00 / \$ 75.00	
Security Escort Training	\$ 25.00		\$ 25.00	

Notes:

- (4) \$85.00 for the first replacement badge, \$100.00 for the second replacement badge
(5) \$60.00 for the first replacement badge, \$75.00 for the second replacement badge

Parking

Long term	\$ 1.50	0 - 1 hour	\$ 1.50	0 - 1 hour
	\$ 1.50	each add'l hour	\$ 1.50	each add'l hour
	\$ 8.00	day	\$ 8.00	day
	\$ 48.00	week	\$ 48.00	week
Short term	\$ 1.00	1/2 hour	\$ 1.00	1/2 hour
	\$ 12.50	day	\$ 12.50	day
Employee Parking Rate	\$ 53 / \$48	new/renewal	\$ 53 / \$48	new/renewal
Commuter Parking Rate	\$ 279 / \$263	new/renewal	\$ 279 / \$263	new/renewal
Fines	up to \$1,000	day	up to \$1,000	day

Ground Transportation

Airport Ground Transportation Permit (6)	\$ 200	annual	\$ 184	annual
Off-Airport Rental Car Fee	7.50%	of gross revenue	7.50%	of gross revenue

Notes:

- (6) Only bill for first 10 vehicles to a maximum of \$2,000 per company.



MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael A. Reisman, A.A.E.
Deputy Executive Director, Development and Operations

DATE: March 22, 2013

ITEM DESCRIPTION – New Business Item B

Approval of Airfield Re-development Project Budget and Design Scopes and Fees

BACKGROUND

The Federal Aviation Administration (FAA) provided approval for the Asheville Regional Airport to move forward with its Airfield Re-development Project in May, 2012. Since then, activities relevant to conceptual planning, program management, funding, and other initial activities have been continuous. During the past few months, activities have continued to increase in relation to the project, and a number of preliminary expenses have become necessary.

The FAA has provided the Authority with a schedule of estimated funding from 2013 through 2017 in order to accomplish this project. The estimated funding program is as follows:

FAA AIP Entitlement Funds:	\$ 9,285,339
FAA AIP Discretionary Funds:	\$39,534,661
PFC Current Approval Funds:	\$ 2,134,568
PFC Future Approval Funds:	\$10,645,432
NCDOT Funding:	<u>\$ 2,400,000</u>
Total Funding:	\$64,000,000



Major components of work accounted for in the total estimated funding include the following cost estimates:

Design Engineering Services	\$ 4,700,000
Program Management & Inspection Services	\$ 4,900,000
Construction Contract Services & Land Acquisition	\$53,400,000
Allowances & Miscellaneous Expenses	<u>\$ 1,000,000*</u>
Total:	\$64,000,000

*Allowances and Miscellaneous Expenses are likely to be higher and largely based upon actual bid prices received at the start of each construction phase. The total project budget may need to be adjusted as a result. Miscellaneous expenses include costs for independent fees, administrative expenses, advertising, permits and government reviews, utility company review and contract fees, and other such expenses.

The multi-year phased funding that will be necessary to accomplish this project creates challenges concerning the Authority's ability to efficiently manage the program's expenses from year to year. For that reason, it has been determined that approval of the overall estimated project budget is necessary in order to overcome these challenges. During the entire phased project, at each point where a contract or major expense requires Board action, that request will be brought forward for the Board's approval. If necessary, amendments to the budget will also be brought forward for approval as costs may change throughout the project.

An agreement for Program Management (PM) services throughout the course of the project was awarded by the Airport Board late in 2012 to RS&H, with the knowledge that design service contracts would come back for approval at a later date. Scopes and fees for the design services have been negotiated and now require approval by the Airport Board. Through FAA and Authority process, Avcon, Inc. was selected to provide design services on the taxiway/temporary runway portion of the project, and LPA/Baker was selected to provide design services for the permanent runway. The Scope of Work for both projects were negotiated and subsequently approved by the FAA. Third party engineers performed Independent Fee Estimates to verify the reasonableness of the proposed fees in accordance with FAA requirements. The maximum fee for taxiway/temporary runway design services with Avcon, Inc. is \$1,837,826.00. The maximum fee for design of the new permanent runway with LPA/Baker is \$2,299,934.00. The full cost of design services noted will not be incurred in a single year. The taxiway design fees will be incurred over two years, with the majority being paid out in 2013 and 2014. The runway design fees will see an approximately one third expense in 2013, with the remainder of the expenses being incurred in 2015 and 2016.



ISSUES

None.

ALTERNATIVES

The Airport Board, rather than approving the overall project budget, could elect to approve the budget in phases consistent with annual estimated expenses and revenues. This option would add workload and reduce efficiencies in managing the project. Also, the Airport Board could elect not to award scope and fee contracts for the taxiway/temporary runway, and permanent runway design services, which would result in staff undertaking an independent process to select other firms for these services.

FISCAL IMPACT

The \$64,000,000 estimated cost of the project is, or will be, included in the budgets for FY2012/2013 through FY2016/2017 as it is expected to be spent, along with the corresponding revenues. In the event that at any point throughout the planning, design or construction of this project, FAA or NCDOT funding becomes unavailable to continue the project, and the Authority cannot make-up the difference with other available funds, the Authority shall have the right to cease all work.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) approve the Project Budget of \$64,000,000 for the Airfield Re-development Project; (2) approve Scope of Services No. 13 with Avcon Engineers and Planners, Inc., at a not to exceed cost of \$1,837,826.00 (3) approve Consultant Scope of Services No. 5 with the LPA Group of North Carolina, p.a. at a not to exceed cost of \$2,299,934.00; and (4) authorize the Executive Director to execute the necessary documents.