## TRUCKEE TAHOE AIRPORT DISTRICT



## BOARD OF DIRECTOR STAFF REPORT

## AGENDA TITLE: Financial Report, March 31, 2019

## MEETING DATE: March 27, 2019

PREPARED BY: Sally Lyon and Kelly Woo, Director of Finances and Administration

## Revenues:

For the three months ended March 31, 2019, Airside Operating Revenue was $2.2 \%, \$ 11,940$ over budget on a year to date basis and $(32 \%), \$(261,933)$ under the prior year. The Net Airside Revenue, $\$ 310,177$ (after deducting the Cost of Sales) was $14 \%, \$ 37,343$ over budget. Hangar Revenues were over budget $6.1 \%$, $\$ 23,602$ on a year-to-date basis, Other Business Leasing Revenues were in line with budget year to date, and Warehouse Revenues are down (14\%), $(\$ 7,987)$ with vacancies.

|  | Gallons sold 100LL | Gallons sold Jet A |
| :--- | :---: | :---: |
| $1 / 1 / 19-3 / 31 / 19$ | 15,924 | 102,280 |
| $1 / 1 / 18-3 / 31 / 18$ | 14,513 | 110,936 |
| Net Increase/(Decrease) | 1,411 | $(8,656)$ |
| $\%$ Increase/(Decrease) | $10 \%$ | $(8 \%)$ |
|  |  |  |
| 100LL | Revenue | Net Revenue |
| $1 / 1 / 19-3 / 31 / 19$ | $\$ 77,022$ | $\$ 17,092$ |
| $1 / 1 / 18-3 / 31 / 18$ | $\$ 77,190$ | $\$ 16,838$ |
|  |  |  |
| Jet A |  | $\$ 334,375$ |
| $1 / 1 / 19-3 / 31 / 19$ | $\$ 531,036$ | $\$ 281,301$ |
| $1 / 1 / 18-3 / 31 / 18$ |  |  |

## Cost of Goods Sold:

Fuel costs are under budget by $9.4 \%, \$ 25,404$ that corresponds to lower fuel costs during the first quarter compared to prior year. Gross profit on fuel is $59 \%$. Net Airside Revenue is up from budget by $\$ 25,374$.

## Payroll and Employee Benefits:

Total Payroll \& Benefits are (\$31,039), (3.5\%) over budget. The following contributes to this difference:

- Wages, Salaries and Other Compensation is (\$20,635), (3.3\%) over budget.
- Payroll Taxes, Employee Benefit Insurance, Workers Compensation Insurance and Training and Other are over budget combined by (\$10,404), (75.6\%). The H.S.A. is funded in January and July.

Operating, General and Administrative Expenses are under budget $\$ 185,588,12.6 \%$ for the three months ended March 31, 2019. Major variance is in Other Professional, under budget $\$ 157,073$ due to minimal expenditures.

Repair \& Maintenance expenses were under budget by $\$ 73,115,25.6 \%$ for the same period. Major variance is in Hangar Maintenance, budget did not anticipate any expenses until late spring.

Other Income and Expense is over budget $\$ 1,931,0.1 \%$ compared to budget primarily due to operating grant revenue down and loss on disposal of equipment offset by higher property tax revenue.

Net Income is $\$ 145,652$. This is $\$ 281,239$ over budget, but is a negative variance of $(\$ 806,681)$ to prior year.

The hangar waitlist as of 05/7/2019 is:

- 37 on the executive hangar waitlist made up of 25 new tenants \& 12 transfer list tenants looking for executive-size hangars. This is an increase in the waitlist as TTAD finalizes leases and new tenants occupy the new Executive Hangars.
- 62 on the T-Hangar waitlist, 27 for "super T's" ( $44^{\prime}$ doors or larger), 35 for regular THangars.
- 4 non-aero end caps (we are no longer renting T-hangars for non-aero usage with $100 \%$ occupancy).


## Variance Analysis

The following variance analysis provides explanations for individual line items that have a difference of more than $\$ 10,000$ and more than $10 \%$ to the budgeted amount.

| Detailed Income Statement Line Item | \% Variance <br> Favorable <br> (Unfavorable) <br> Budget | \$ Variance <br> Favorable (Unfavorable) Budget | Explanation |
| :---: | :---: | :---: | :---: |
| ACAT | (80\%) | (\$10,012) | Projects funded are \$14,000 to Sierra Aero \& \$6,250 to Truckee Trails Foundation |
| Access Control | 74\% | \$20,002 | Minor spending QTD |
| Aviation Safety Initiatives | 54.8\% | \$19,178 | Minor spending QTD |
| Grounds Maintenance \& Landscaping | 100\% | \$12,249 | Grounds cleanup occurring in April and May |
| Office Equipment | 87\% | \$39,089 | Minor spending QTD |
| Operations Monitoring Expense | 35\% | \$22,472 | Under budget due to timing of payment of second vendor (Vector) |
| Other Professional | 86\% | \$157,073 | Minor spending and timing of studies |
| Control Tower | (29\%) | (\$59,612) | December invoice paid in January $2019$ |
| Consulting | 66\% | \$15,881 | Minor spending QTD |
| Community/Agency Partnerships | (5\%) | (\$20,983) | Expenditures QTD are Search and Rescue Snowcat \$395k, Excellence in Education \$7k, Boys \& Girls Club \$40k |
| Utilities | (36\%) | (\$19,099) | Utilities higher than budget due to heavier winter storms |
| Vehicles Expense | (144\%) | (\$18,466) | Higher than normal vehicle fuel purchases of $\$ 25 \mathrm{k}$ due to heavier winter storms |
| Airfield Facility Maintenance | 61\% | \$22,678 | Minor spending QTD |
| Hangars Facility Maintenance | (100\%) | (\$74,415) | No budget until June |
| Other Business Buildings | 80\% | \$20,079 | Minor spending QTD |
| Warehouse Facility Maintenance | 90\% | \$44,925 | Minor spending QTD-projects are currently underway |


| Terminal Building Facility <br> Maintenance | $(76 \%)$ | $(\$ 16,458)$ | Expenditures of \$11k Nevada Chiller <br> $\& \quad$ Boiler, \$13k Kelly Brothers <br> painting |
| :--- | :--- | :--- | :--- |
| Maintenance Building <br> Facility Maintenance | $81 \%$ | $\$ 32,859$ | Minor spending QTD |
| Land Management | $70 \%$ | $\$ 51,457$ | Minor spending QTD |

If you have any questions, please don't hesitate to call me (530) 587-7692.

## Truckee Tahoe Airport District

Detailed Income Statement Budget Comparison
For the Three Months Ended March 31, 2019
Year to Date

# Truckee Tahoe Airport District <br> Detailed Income Statement Budget Comparison 

For the Three Months Ended March 31, 2019


Truckee Tahoe Airport District
Detailed Income Statement Budget Comparison
For the Three Months Ended March 31, 2019
Year to Date

|  |  | Year to Date |  |  |  |  |  |  | Annual Budget |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Current Year |  | Budget |  | Variance |  | \% Favorable (Unfavorable) |  |  |
| 106 | Repairs and Maintenance |  |  |  |  |  |  |  |  |  |
| 107 | Vehicles Expense |  | 31,278.68 |  | 12,813.00 |  | $(18,465.68)$ | (144.1) |  | 51,250.00 |
| 108 | Equipment Expense |  | 11,014.19 |  | 12,813.00 |  | 1,798.81 | 14.0 |  | 51,250.00 |
| 109 | Airfield Equipment, Lights \& Signs |  | 418.14 |  | 7,083.00 |  | 6,664.86 | 94.1 |  | 29,587.00 |
| 110 | Aviation Safety Equipment |  | 2,014.74 |  | 2,499.00 |  | 484.26 | 19.4 |  | 10,000.00 |
| 111 | Unicom Enhancement |  | - |  | 417.00 |  | 417.00 | 100.0 |  | 417.00 |
| 112 | Pavement Maintenance |  | 880.00 |  | - |  | (880.00) | - |  | - |
| 113 | Airfield - Facility Maintenance |  | 14,822.34 |  | 37,500.00 |  | 22,677.66 | 60.5 |  | 850,000.00 |
| 114 | Hangars - Facility Maintenance |  | 74,414.71 |  | - |  | $(74,414.71)$ | - |  | 295,000.00 |
| 115 | Other Business Buildings - Facility Maintenance |  | 4,919.79 |  | 24,999.00 |  | 20,079.21 | 80.3 |  | 100,000.00 |
| 116 | Warehouse - Facility Maintenance |  | 5,076.34 |  | 50,001.00 |  | 44,924.66 | 89.8 |  | 200,000.00 |
| 117 | Firefighting \& Haz Mat. Response |  | 279.55 |  | 2,250.00 |  | 1,970.45 | 87.6 |  | 9,000.00 |
| 118 | Terminal Building - Facility Maintenance |  | 37,706.96 |  | 21,249.00 |  | $(16,457.96)$ | (77.5) |  | 85,000.00 |
| 119 | Maintenance Buildings - Facility Maintenance |  | 7,641.11 |  | 40,500.00 |  | 32,858.89 | 81.1 |  | 175,000.00 |
| 120 | Land Management |  | 21,793.52 |  | 73,251.00 |  | 51,457.48 | 70.2 |  | 293,000.00 |
| 121 | Total Repairs \& Maintenance | \$ | 212,260.07 | \$ | 285,375.00 | \$ | 73,114.93 | 25.6 | \$ | 2,149,504.00 |
|  | Net Operating Income (Loss) Before |  |  |  |  |  |  |  |  |  |
| 122 | Depreciation | \$ | $(1,507,010.80)$ | \$ | (1,786,319.00) | \$ | $(238,098.54)$ | 13.3 | \$ | (6,930,614.00) |
| 123 | Depreciation Expense |  | - |  | - |  | - | - |  | - |
| 124 | NET OPERATING INCOME (LOSS) | \$ | (1,507,010.80) | \$ | (1,786,319.00) | \$ | $(238,098.54)$ | 13.3 | \$ | (6,930,614.00) |
| 125 | Other Income and (Expense) |  |  |  |  |  |  |  |  |  |
| 126 | Property Tax Revenue |  | 1,581,906.33 |  | 1,610,733.00 |  | $(28,826.67)$ | (1.8) |  | 6,442,929.00 |
| 127 | Other Non-Operating Revenues |  | 3,600.00 |  | - |  | 3,600.00 | - |  | - |
| 128 | Operating Grants |  | 7,117.00 |  | - |  | 7,117.00 | - |  | 2,796,225.00 |
| 129 | Gain on Sale/Disposal of equipent |  | - |  | - |  | - | - |  | $(90,000.00)$ |
| 130 | Interest Income |  | 57,258.38 |  | 39,999.00 |  | 17,259.38 | 43.1 |  | 160,000.00 |
| 131 | Interest Income - Restricted |  | 2,781.43 |  | - |  | 2,781.43 | - |  | - |
|  | Total Other Income and (Expense) | \$ | 1,652,663.14 | \$ | 1,650,732.00 | \$ | 1,931.14 | 0.1 | \$ | 9,309,154.00 |
|  | NET INCOME (LOSS) | \$ | 145,652.34 | \$ | $(135,587.00)$ | \$ | 281,239.34 | (207.4) | \$ | 2,378,540.00 |

## Truckee Tahoe Airport District

## Detailed Income Statement Prior Year Comparison

For the Three Months Ended March 31, 2019
Year to Date


Truckee Tahoe Airport District
Detailed Income Statement Prior Year Comparison
For the Three Months Ended March 31, 2019
Year to Date

|  | Current Year |  | Prior Year |  | Variance |  | \% Favorable (Unfavorable) | Annual Budget |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Expenses |  |  |  |  |  |  |  |  |  |
| Operating, General \& Administrative Expenses |  |  |  |  |  |  |  |  |  |
| ACAT | \$ | 22,512.55 | \$ | 5,813.24 | \$ | $(16,699.31)$ | (287.3) | \$ | 50,000.00 |
| Annoyance Reduction Programs: |  | - | \$ | - |  | - | - |  | - |
| Fly QT Program |  | 33,435.00 | \$ | 31,825.00 |  | $(1,610.00)$ | (5.1) |  | 130,902.00 |
| Accidents and Damage |  | - | \$ | - |  | - | - |  | - |
| Access Control |  | 7,124.02 | \$ | - |  | $(7,124.02)$ | - |  | 108,510.00 |
| Airshow |  | 30,422.99 | \$ | 36,383.10 |  | 5,960.11 | 16.4 |  | 265,000.00 |
| Aviation Safety Initiatives |  | 15,822.95 | \$ | 23,828.67 |  | 8,005.72 | 33.6 |  | 140,000.00 |
| Cash (Over)/Short - Bad Debt Expense |  | - | \$ | (217.13) |  | (217.13) | 100.0 |  | 102.00 |
| Communications |  | 12,938.88 | \$ | 14,951.41 |  | 2,012.53 | 13.5 |  | 61,015.00 |
| Conventions, Conferences |  | 4,852.32 | \$ | 9,019.68 |  | 4,167.36 | 46.2 |  | 45,000.00 |
| County Support |  | - | \$ | - |  | - | - |  | 128,000.00 |
| Credit Card Fees \& Finance Charges |  | 19,162.42 | \$ | 22,252.23 |  | 3,089.81 | 13.9 |  | 103,700.00 |
| Directors' Fees \& Expenses |  | 24,997.44 | \$ | 17,906.80 |  | $(7,090.64)$ | (39.6) |  | 97,000.00 |
| Dues \& Subscriptions |  | 1,636.48 | \$ | 972.50 |  | (663.98) | (68.3) |  | 25,000.00 |
| Election Expense |  | - | \$ | - |  | - | - |  | 100.00 |
| Employee Relations Activities |  | 3,074.89 | \$ | 683.56 |  | $(2,391.33)$ | (349.8) |  | 25,000.00 |
| Employment Expense |  | 1,917.51 | \$ | 1,101.00 |  | (816.51) | (74.2) |  | 6,045.00 |
| Equipment Rental |  | 3,834.00 | \$ | 22,391.51 |  | 18,557.51 | 82.9 |  | 15,000.00 |
| Geographic Information System |  | 13,509.00 | \$ | 6,971.25 |  | $(6,537.75)$ | (93.8) |  | 30,000.00 |
| Grounds Maintenance/Landscaping |  | - | \$ | - |  | - | - |  | 49,000.00 |
| Homebasing Incentive |  | 22,522.00 | \$ | 22,384.00 |  | (138.00) | (0.6) |  | 87,581.00 |
| Insurance |  | 26,259.00 | \$ | 23,775.00 |  | $(2,484.00)$ | (10.4) |  | 114,000.00 |
| Library \& Reference Materials |  | - | \$ | 82.00 |  | 82.00 | 100.0 |  | 102.00 |
| Office Equipment |  | 5,910.80 | \$ | 11,111.98 |  | 5,201.18 | 46.8 |  | 180,000.00 |
| Office Supplies |  | 4,989.32 | \$ | 5,906.40 |  | 917.08 | 15.5 |  | 25,000.00 |
| Operating Supplies, Small Tools \& Janitorial |  | 5,994.03 | \$ | 5,103.23 |  | (890.80) | (17.5) |  | 32,000.00 |
| Janitorial |  | 14,126.54 | \$ | 15,386.88 |  | 1,260.34 | 8.2 |  | 68,000.00 |
| Warehouse Office Building CAM |  | 30,501.70 | \$ | 22,659.84 |  | $(7,841.86)$ | (34.6) |  | 90,000.00 |
| Operations Monitoring Expenses |  | 42,529.40 | \$ | 50,239.99 |  | 7,710.59 | 15.3 |  | 260,000.00 |
| Permits, Licenses \& Fees |  | 225.50 | \$ | 689.50 |  | 464.00 | 67.3 |  | 25,000.00 |
| Postage, Freight \& Delivery |  | 654.45 | \$ | 707.06 |  | 52.61 | 7.4 |  | 2,463.00 |
| Printing, Copying, Publication of Legal Notices |  | 181.42 | \$ | 321.98 |  | 140.56 | 43.7 |  | 2,941.00 |
| Professional Services |  | - | \$ | - |  | - | - |  | - |
| Accounting \& Auditing |  | 1,778.00 | \$ | - |  | (1,778.00) | - |  | 25,000.00 |
| Legal |  | 15,370.61 | \$ | 22,571.50 |  | 7,200.89 | 31.9 |  | 79,464.00 |
| Computer Support |  | 19,960.90 | \$ | 26,193.92 |  | 6,233.02 | 23.8 |  | 83,215.00 |
| Other Professional |  | 24,675.53 | \$ | 294,998.27 |  | 270,322.74 | 91.6 |  | 727,000.00 |
| Engineering |  | 27,822.48 | \$ | 3,968.25 |  | $(23,854.23)$ | (601.1) |  | 76,000.00 |
| Fiscal Analyst - Sustainability |  | 255.00 | \$ | 7,422.50 |  | 7,167.50 | 96.6 |  | 30,600.00 |
| Control Tower |  | 266,612.37 | \$ | - |  | $(266,612.37)$ | - |  | 828,000.00 |
| Public Relations - Outreach |  | - | \$ | - |  | - | - |  | - |
| Consulting |  | 8,095.42 | \$ | 4,586.03 |  | $(3,509.39)$ | (76.5) |  | 95,900.00 |
| Internet, Print, Broadcast \& Direct Mail |  | 25,203.02 | \$ | 31,350.25 |  | 6,147.23 | 19.6 |  | 70,000.00 |
| Events and Programs |  | 624.31 | \$ | 5,915.95 |  | 5,291.64 | 89.4 |  | 30,500.00 |
| Sponsorships |  | 19,500.00 | \$ | 20,750.00 |  | 1,250.00 | 6.0 |  | 50,000.00 |
| Community/Agency Partnerships |  | 442,600.00 | \$ | - |  | $(442,600.00)$ | - |  | 1,686,470.00 |
| Pilot Outreach |  | 13,598.78 | \$ | 23,249.39 |  | 9,650.61 | 41.5 |  | 83,894.00 |
| Promotional Items |  | 830.82 | \$ | 3,471.39 |  | 2,640.57 | 76.1 |  | 5,100.00 |
| Travel |  | - | \$ | - |  | - | - |  | 77.00 |
| Utilities |  | 71,899.44 | \$ | 59,779.01 |  | $(12,120.43)$ | (20.3) |  | 211,200.00 |
| Other (Income) Expense |  | 447.27 | \$ | 713.24 |  | 265.97 | 37.3 |  | - |
| Total Operating, General \& Administrative | \$ | 1,288,408.56 | \$ | 857,220.38 | \$ | $(431,188.18)$ | (50.3) | \$ | 6,248,881.00 |

## Truckee Tahoe Airport District

## Detailed Income Statement Prior Year Comparison

For the Three Months Ended March 31, 2019
Year to Date


