



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: Financial Report, September 30, 2020

MEETING DATE: October 28, 2020

PREPARED BY: Kelly Woo, Director of Finance and Administration

Revenues:

Through the third quarter of 2020, FBO Service Revenues are \$2,982,244, \$372k under budget and \$93k under 2019. Overall fuel sales were down \$202k in revenue, TU Fees, tie downs and other services were down \$170k. September YTD 100LL gallons sold were down 3.4% to 2019 and Jet A was up 14.7%.

Hangar Revenues, Other Business Leasing Revenues and Warehouse Revenues are \$111k under budget but \$91k ahead of 2019 YTD due to CPI Increases and Cessna Lease Revenue. Car rental revenue is under budget \$39k. We no longer have any hangar tenants on the rent deferral program-they have now resumed payment. Other Income Revenues (property taxes & grants) are \$1.89MM under budget but \$1.16MM ahead of 2019 YTD. AIP 040 (Taxiway Alpha) project has been moved to 2021. The \$4.4MM FAA grant for this project will not be funded until next fiscal year. Total Revenues are \$2.3MM under budget but \$1.1MM ahead of 2019 YTD.

Cost of Goods Sold:

100LL costs are 77% vs a budget of 76.8% and Jet Fuel is 48% vs a budget of 48.3%

Fuel Sales	Year	Gal Sold	Rev	COGS	Net Rev	COGS %
100LL	2020	85,081.00	390,041.00	299,462.00	90,579.00	77%
Jet	2020	502,866.00	1,922,838.00	928,040.00	994,798.00	48%
100LL	2019	88,054.00	447,391.00	364,291.00	83,100.00	81%
Jet	2019	438,512.00	1,934,223.00	1,048,957.00	885,266.00	54%
100 LL change year to year		(2,973.00)	(57,350.00)	(64,829.00)	7,479.00	(0.05)
		-3.4%	-12.8%	-17.8%	9.0%	-5.7%
Jet A change year to year		64,354.00	(11,385.00)	(120,917.00)	109,532.00	(0.06)
		14.7%	-0.6%	-11.5%	12.4%	-11.0%

Payroll and Employee Benefits:

Total Payroll & Benefits year to date are \$2.83MM vs a budget of \$2.88MM

- Under budget YTD by \$50k- PERS contribution budget was overstated YTD but trues up at year-end (adjusting in 2021) and employee insurance budget overstated (premium ended up being less) and the addition of a part time seasonal employee.

Operating, General and Administrative Expenses

Total G&A Expenses for the year so far are \$3.11MM vs a budget of \$4.93MM

- Savings of \$1.82MM can be attributed to:
 - IT equipment, Other Professional Fees, Community Agency Partnerships (\$1.2MM under) and ACAT Programs

Repair & Maintenance Expenses

Total R&M Expenses for the year so far are \$700k vs a budget of \$1.12MM

- R&M expenses are under budget mostly due to timing of invoices. The Fourth Quarter should reflect more R&M Expenses as projects are now underway.

Other Income and Expense

Other Income is under budget \$1.89MM but up from last year by \$1.16MM due to property tax increased revenue and timing of AIP Grant reimbursements. AIP 040 (Taxiway Alpha) was approved and the first draw has been received for preparation but the main project has been pushed to 2021 when we will receive the larger portion of the \$4.4MM grant.

Earnings before Interest, Tax, Depreciation and Amortization (EBITDA) are \$3.558MM vs a budget of \$3.368MM vs \$946k in 2019

Net Income is \$1.6MM after deducting depreciation vs a budget of \$1.4MM

Hangar Waitlist

- 38 people on the Executive Hangar waitlist made up of 27 new tenants and 11 transfer list tenants
- 77 people on the T-Hangar waitlist (8 waiting for Super-T+ with 48' doors or larger, 19 waiting for T-hangars with 44' doors, 50 waiting for regular T-Hangars)
- 3 people on the non-aero End Cap waitlist

Third Quarter 2020 Variance Report

Account	Variance	Explanation
Salaries and Wages	26,485.46	\$7k unbudgeted OT and \$19k over salaries & wages, \$88k Cares Act FF Sick Accrual in Q2 overall under budget YTD
Employee Relations Activities	14,046.84	Unbudgeted Performance Awards-adj for 2021 budget
Internet, Print, Broadcast & Direct Mail	24,226.31	Website updates, going green initiatives, misc ads
Airfield Equipment, Lights & Signs	36,301.60	New accounts for GSE R&M, Airfield Signage-budget updated for 2021
Non AIP Pavement Maintenance	162,051.29	New account budget updated for 2021
Land Management	57,280.04	Additional fuels reduction & lands management projects
PERS Contributions	(45,427.05)	Under budgeted-adjusted for 2021 budget
Medicare & FICA Expense	(22,013.94)	Over budgeted-adjusted for 2021 budget
Employee Benefits (Insurance)	(28,191.11)	Over budgeted expense-rate increase ended up lower than budgeted cost
ACAT	(25,915.50)	Low spending YTD
Fly QT Program	(21,028.35)	Budget is for everyone participating-adjusted for 2021
Access Control	(35,705.59)	Low spending YTD
Aviation Safety Initiatives	(69,533.11)	Low spending YTD-more flight procedure expenses to come
Communications	(10,600.00)	Less staff on site, lower phone and internet usage
Conventions, Conferences	(63,565.80)	Low conference attendance/travel due to Covid
Grounds Maintenance/Landscaping	(12,565.24)	Low spending YTD
Insurance	(23,066.51)	Property Insurance increase was only about half of what was budgeted
Account	Variance	Explanation
Office Equipment	(59,226.12)	Low spending YTD on IT Hardware/Software (non capital)
Warehouse Office Building CAM	(13,936.59)	Low invoices due to low occupancy due to Covid
Permits, Licenses & Fees	(13,446.59)	Over budgeted-adjusted for 2021 budget

Legal	(29,889.50)	Low spending YTD
Other Professional	(67,615.12)	Low spending YTD however some expense incurred Q4 2020
Control Tower	(17,522.38)	Over budgeted-adjusted for 2021 budget
Consulting	(29,356.87)	Low spending YTD on graphic design & communications master plan
Sponsorships	(19,534.00)	Low spending due to Covid-board approved 2020 spending at Sept meeting so Q4 will have these costs
Community/Agency Partnerships	(1,251,582.16)	Low spending due to Covid-board approved 2020 spending at Sept meeting so Q4 will have these costs
Pilot Outreach	(15,940.79)	Low spending YTD on travel, speakers and flight experience due to Covid
Utilities	(25,643.29)	Less staff on site, lower utility costs
Vehicles Expense	(36,556.46)	Low spending on vehicle R&M as well as fuel purchases
Equipment Expense	(52,897.49)	Low spending on equipment R&M, lower vehicle insurance and lack of budget for the JTA expenses-adjusted for 2021 budget
Airfield - Facility Maintenance	(101,156.82)	Low spending YTD on airfield maintenance but slightly over on fire extinguishers & suppression
Hangars - Facility Maintenance	(255,012.95)	Low spending YTD on Hangar R&M and slightly over on Keys & Locks
Other Business Buildings - Facility Maintenance	(19,195.74)	Low spending YTD on WOB R&M, Car Rental R&M and Deli R&M, slightly over on OBL Building TI expenses
Terminal Building - Facility Maintenance	(189,112.07)	Low spending YTD on Terminal Building R&M, credit to Landscaping for playground equipment coded there in 2018
Maintenance Buildings - Facility Maintenance	(38,548.60)	Low spending YTD on Maintenance Building