TRUCKEE TAHOE AIRPORT DISTRICT
FISCAL 2011-2012 BUDGET

		AIRSIDE OPERATIONS	HANGARS	OTHER REAL ESTATE	ADMINISTRATION	MAINTENANCE	COMMUNITY OUTREACH	LAND MANAGEMENT	CAPITAL IMPROVEMENTS	TOTAL	
	OPERATING REVENUES										
	Airside Operating Revenues										
1	Aviation Fuel Sales - 100LL	506,910	Based selling the same number of gallons as in the prior year.							506,910	1
2	Jet Fuel Sales including Prist	984,047	Based selling the same number of gallons as in the prior year - then adjusted for RWY 10/28 construction period.							984,047	2
3	Aviation Fuel Truck Roll Revenues	5,000	Based on number of truck roll events for the period from 8/1/09 - 7/31/10 - adjusted to reflect overall decrease in 100LL sales							5,000	3
4											4
5	Auto Parking	43,000	Based on 8/1/10 - 7/31/11 activity.							43,000	5
6	Tiedowns	59,000	Based on 8/1/10 - 7/31/11 activity.							59,000	6
7	Transient Use Fees	134,440	Based on 8/1/10 - 7/31/11 activity - adjusted for RWY 10/28 construction period.							134,440	7
8											8
9	Oil and other Merchandise Sales	3,000	Based on 8/1/10 - 7/31/11 activity.							3,000	9
10	Services	10,250	Based on 8/1/10 - 7/31/11 activity for continuing services - adding revenues for lav service and GPU.							10,250	10
11	Misc. Revenue - Coffee/Copies/Vending	1,000								1,000	11
12											12
13	Hangar Rental Income		1,260,059	Base rental rate for all hangars net of estimated annual discounts and a vacancy factor of 2%						1,260,059	13
14	Electricity Surcharge from Hangars		43,740							43,740	14
15											15
16	Other Business Leasing			174,037	Estimate a 3.5% CPI increase for OBL rents					174,037	16
17											17
18	Warehouse Revenues			302,427	Estimate a 3.5% CPI increase for Warehouse rents					302,427	18
19											19
20											20
21	TOTAL OPERATING REVENUES	1,746,647	1,303,799	476,464	0	0	0	0	0	3,526,911	21

TRUCKEE TAHOE AIRPORT DISTRICT
FISCAL 2011-2012 BUDGET

		AIRSIDE OPERATIONS	HANGARS	OTHER REAL ESTATE	ADMINISTRATION	MAINTENANCE	COMMUNITY OUTREACH	LAND MANAGEMENT	CAPITAL IMPROVEMENTS	TOTAL	
26	COST OF GOODS SOLD										26
27											27
28	Aviation Fuel Cost - 100LL	459,675								459,675	28
29	Jet Fuel and Prist Cost	570,939								570,939	29
30	Oil & Lubricant Cost	920								920	30
31	Merchandise Purchases	850								850	31
32	Inventory Shrinkage	10,306	Estimate 1.0% of cost							10,306	32
33											33
34	TOTAL COST OF GOODS SOLD	1,042,690	0	0	0	0	0	0	0	1,042,690	34
35											35
36											36
37	PAYROLL AND EMPLOYEE BENEFITS										37
38					Amounts designated by a ◄ require Board Approval prior to any contract commitment.						38
39	Salaries & Wages See 'Note A' below	356,181	77,070	56,734	254,410	202,975	131,188	15,896		1,094,456	39
40	Overtime	1,813	245	168	1,880	599	6,857	401		11,963	40
41	Performance Awards	4,500	100	200	2,000	1,800	1,400			10,000	41
42	Vacation, Sick, and Holiday Pay (15%)	62,856	13,601	10,012	44,896	35,819	23,151	2,805		193,138	42
43											43
44	TOTAL SALARIES & WAGES	425,350	91,016	67,114	303,186	241,193	162,596	19,102	0	1,309,557	44
45											45
46	PERS Total Contributions	96,869	20,761	15,312	68,913	55,027	35,620	4,277		296,779	46
47	PERS Employee Contributions	(33,883)	(7,262)	(5,356)	(24,104)	(19,248)	(12,459)	(1,496)		(103,808)	47
48	Medicare Expense	6,168	1,320	973	4,614	3,497	2,463	278		19,312	48
49	FICA Expense - Temporary Employees	522	171	541	636	877	864	0		3,608	49
50	Employee Benefit Insurance	171,263	29,250	21,158	95,437	94,647	52,689	4,922		469,366	◄ 50
51	Workers' Compensation Insurance	25,143	2,425	2,904	8,559	14,129	3,991	1,101		58,252	51
52	State Unemployment	1,000				2,000				3,000	52
53	Training and Education (includes travel costs)	6,000			12,000	3,000	4,000			25,000	53
54	Other Employee Benefits	2,500			8,500	2,000				13,000	54
55											55
56	TOTAL PAYROLL AND BENEFITS	700,930	137,681	102,647	477,740	397,123	249,762	28,183	0	2,094,067	56
57											57
58	GROSS PROFIT (LOSS)	3,028	1,166,117	373,818	(477,740)	(397,123)	(249,762)	(28,183)	0	390,153	58
											59

Note A > Recurring payroll charges for existing positions are authorized. The new internship positions included in this line will be addressed by the Board in conjunction with a discussion of staffing; the intern positions will not be filled until authorized by the Board of Directors.

TRUCKEE TAHOE AIRPORT DISTRICT
FISCAL 2011-2012 BUDGET

		AIRSIDE OPERATIONS	HANGARS	OTHER REAL ESTATE	ADMINISTRATION	MAINTENANCE	COMMUNITY OUTREACH	LAND MANAGEMENT	CAPITAL IMPROVEMENTS	TOTAL	
60	OPERATING, GENERAL, AND ADMINISTRATIVE EXPENSES										60
61							Amounts designated by a ◄ require Board Approval prior to any contract commitment.				61
62	ACAT: See note A below										62
63	Meetings						12,100			12,100	63
64	Materials						3,200			3,200	64
65	Professional Services						35,100	A		35,100	65
66	Travel and Education						9,600			9,600	66
67	Public Outreach						16,000			16,000	67
68	Annoyance Reduction Programs:										68
69	Fly QT Program						124,500			124,500	69
70	Other Noise Abatement Expenses						3,500			3,500	70
71	Accidents and Damage	500	500			500				1,500	71
72	Access Control / Security	1,000					500	500		2,000	72
73	Air Show						25,000			25,000	◄ 73
74	Cash Over/Short	100								100	74
75	Communications - Phone/Radio/Internet	10,000	1,000		12,000	6,000	7,000			36,000	75
76	Conventions & Conferences				17,500		7,500			25,000	76
77	County Support - Tax Collection Fees				88,605					88,605	77
78	Credit Card Processing Fees	52,399	22,643							75,042	78
79	Directors' Fees & Board Meeting Expenses				19,500		75,000			94,500	79
80	Directors' Medical Insurance				80,000					80,000	80
81	Dues & Subscriptions	2,000			7,000	2,000	1,000			12,000	81
82	Employee Relations Activities	2,500			3,000	2,800	500			8,800	82
83	Employment Expenses	1,500				1,500				3,000	83
84	Equipment Rental				9,000					9,000	84
85	Homebasing Incentive	500	85,896							86,396	85
86	Insurance	19,000	34,200	7,600	24,700	9,500				95,000	86
87	Library and Reference Materials	1,000			500					1,500	87
88	Office Equipment - R & M & Purchase	4,000	1,500		10,000	2,000	2,500			20,000	88
89	Office Supplies	2,000	2,000		13,500	1,000	3,000			21,500	89
90	Operating Supplies/ Small Tools	3,500	500		3,500	7,500				15,000	90
91	Operating Supplies - Shop towels, laundry					4,000				4,000	91
92	Operations Monitoring						59,000			59,000	92
93	Outreach Program:										93
94	Internet, Print, Broadcast and Direct Mail						65,550			65,550	94
95	Events and Programs						20,000			20,000	95
96	Sponsorships						25,000			25,000	96
97	Promotional Items						9,000			9,000	97
98	Pilot Outreach (includes EAA payment in-kind)						15,500			15,500	98
99	Permits, Licenses, & Fees (Includes LAFCO fees)	2,000			10,000	1,000				13,000	99
100	Postage, Freight, and Delivery	100	200		2,200	500				3,000	100
101	Printing & Copying	2,000			7,500		1,500			11,000	101
102	Professional Services:										102
103	Accounting & Auditing				29,000					29,000	103
104	Legal				60,000		36,000			96,000	104
105	Computer Support / Network Administration	6,000			8,000		6,000			20,000	105
106	Other Professional Fees				68,000					68,000	106
107	Engineering				22,000					22,000	107
108	Relocation-related Expenses				269,000		5,000			274,000	108
109	Travel & Business Meals Expense (Local)				2,700		300			3,000	109
110	Utilities:										110
111	Electricity	35,000	56,000	5,000	60,000	14,000	30,000			200,000	111
112	Gas	7,000			16,000	9,000	7,000			39,000	112
113	Water & Sewer	1,000		600	10,000	1,000	1,000			13,600	113
114	Garbage	3,000	13,000		3,000	3,000				22,000	114
115	Fire Monitoring Service		4,090	400	1,500	400				6,390	115
116	Other (Income) and Expense				2,500					2,500	116
117											117
118	TOTAL OPERATING, G & A EXP	156,099	221,529	13,600	860,205	65,700	606,850	500	0	1,924,483	118
119											119
120	NET CASH TO HERE	(153,071)	944,588	360,218	(1,337,945)	(462,823)	(856,612)	(28,683)	0	(1,534,329)	120

A The ACAT budget was prepared by the ACAT. The Professional Fees of $35,100 includes $30,000 for consultants related to new projects. Expenses in this category would be subject to Board approval before any funds are expended. 121

TRUCKEE TAHOE AIRPORT DISTRICT
FISCAL 2011-2012 BUDGET

		AIRSIDE OPERATIONS	HANGARS	OTHER REAL ESTATE	ADMINISTRATION	MAINTENANCE	COMMUNITY OUTREACH	LAND MANAGEMENT	CAPITAL IMPROVEMENTS	TOTAL	
122	REPAIRS AND MAINTENANCE										122
123											123
124	Vehicles Expense (includes insurance $7,000)	16,500				14,000				30,500	124
125	Equipment Expense	33,000				50,000				83,000	125
126	Airfield Equipment, Lights and Signs	107,000								107,000	126
127											127
128	R & M - Pavement Maintenance & Cracksealing	530,000								530,000	128
129	Anticipated Grant Funding for Eligible Pavement Maintenance	0								0	129
130											130
131	Repair and Maintenance - Facilities	11,000	112,000	27,000	13,000	19,000				182,000	131
132	Hazardous Material & Waste Disposal	4,000	500			5,500				10,000	132
133	Land Management	50,000						100,000		150,000	133
134											134
135	TOTAL REPAIRS & MAINTENANCE	751,500	112,501	27,000	13,000	88,500	0	100,000	0	1,092,500	135
136											136
137											137
138											138
139	NET CASH FLOW FROM OPERATIONS	(904,571)	832,087	333,218	(1,350,945)	(551,323)	(856,612)	(128,683)	0	(2,626,829)	139
140											140
141	Net Cash Flow from Operations, excluding Community Outreach and Land Management				($1,641,535)						141
142	Add back - Admin Relocation Expenses (Primarily Furniture and Fixtures)				$269,000	-6.7%					142
143	Add back - Pavement Maintenance Expenses				$530,000	-13.1%					143
144					($842,535)						144
145	Related Percentage of Property Taxes				-20.9%						145
146											146
147	Net Cash Flow Related to Community Outreach						($856,612)				147
148	Related Percentage of Property Taxes						-21.2%				148
149											149
150											150
151	OTHER INCOME AND EXPENSE										151
152											152
153	Interest Income				35,000					35,000	153
154	Receipt of Long-Term Receivable from Joerger Family				500,000					500,000	154
155											155
156	TOTAL OTHER INCOME AND EXPENSE	0	0	0	535,000	0	0	0	0	535,000	156
157									Related Percentage of Property Taxes	13.2%	157
158	NET CASH FLOW BEFORE CAPITAL EXPENDITURES AND PROPERTY TAXES										158
159		(904,571)	832,087	333,218	(815,945)	(551,323)	(856,612)	(128,683)	0	(2,091,829)	159

TRUCKEE TAHOE AIRPORT DISTRICT
FISCAL 2011-2012 BUDGET

		AIRSIDE OPERATIONS	HANGARS	OTHER REAL ESTATE	ADMINISTRATION	MAINTENANCE	COMMUNITY OUTREACH	LAND MANAGEMENT	CAPITAL IMPROVEMENTS	TOTAL	
162	CAPITAL EXPENDITURES FOR FY 2010-2011										162
163						Amounts designated by a ◄ require Board Approval prior to obligating any funds.					163
164	FAA GRANT ELIGIBLE PROJECTS/ITEMS										164
165	Reconstruction of RWY 10/28 - Option A - leave hump								(2,002,000)	(2,002,000)	165
166	Reconstruct Pavement at Rows J&K - eligible only								(708,000)	(708,000)	166
167	Segmented Circle								(204,785)	(204,785)	167
168	Airport Master Plan								(280,000)	(280,000)	168
169	Ramp Lighting Upgrade								(249,164)	(249,164)	169
170											170
171	TOTAL OF GRANT ELIGIBLE ITEMS								(3,443,949)	(3,443,949)	171
172											172
173	ESTIMATED GRANT PROCEEDS								3,245,752	3,245,752	173
174											174
175	ESTIMATED TTAD CONTRIBUTION TO ABOVE ITEMS								(198,197)	(198,197)	175
176								Grant Eligible Projects As a Percentage of Property Tax Revenues		-4.9%	176
177	OTHER 2010 - 2011 PROJECTS										177
178	Administration Building - Year 3				Admin Building costs for the year as a Percentage of Property Tax Revenues			-55.7%	(2,250,000)	(2,250,000)	178
179	Hangar Rows J & K - noneligible portion								(103,000)	(103,000)	179
180	Improvement of Emergency Services Facilities								(75,000)	(75,000)	180 ◄
181	Ground Power Unit								(60,000)	(60,000)	181 ◄
182	Upgrade to Pavement/Drainage for Wash Pad								(50,000)	(50,000)	182 ◄
183	GIS Software/System Setup and Training								(50,000)	(50,000)	183
184	Playground Structure				Other Construction Projects - Net of Admin Building - as a Percentage of Property Tax Revenues			-10.7%	(30,000)	(30,000)	184 ◄
185	Snowmobiles and Trailer								(20,000)	(20,000)	185 ◄
186	Lav Cart and Dump Station								(20,000)	(20,000)	186
187	Vacuum Excavator								(15,000)	(15,000)	187
188	Golf Cart								(11,000)	(11,000)	188
189										0	189
190	TOTAL FOR OTHER PROJECTS								(2,684,000)	(2,684,000)	190
191								Total Other Projects as a Percentage of Property Tax Revenues		-66.4%	191
192	LAND PURCHASES / DEVELOPMENT										192
193	Allocation for land purchase/development							(750,000)		(750,000)	193 ◄
194	TOTAL FOR LAND PURCHASES / DEVELOPMENT							(750,000)		(750,000)	194
195											195
196											196
197	TOTAL CAPITAL EXPENDITURES (LINES 172 189 & 194)							(750,000)	(6,127,949)	(6,877,949)	197
198											198
199	ESTIMATED GRANT PROCEEDS (LINE 174)							0	3,245,752	3,245,752	199
200											200
201	NET CASH FLOW FOR CAPITAL EXPENDITURES	0	0	0	0	0	0	(750,000)	(2,882,197)	(3,632,197)	201
202											202
203	NET CASH FLOW after CAPITAL EXPENDITURES and BEFORE PROPERTY TAXES										203
204		(904,571)	832,087	333,218	(815,945)	(551,323)	(856,612)	(878,683)	(2,882,197)	(5,724,026)	204
205											205
206	PROPERTY TAXES				Net Cash Flow Related to Land Purchase / Management			(878,683)			206
207						Related Percentage of Property Taxes		-21.7%			207
208	Property Taxes - Nevada County				1,415,000					1,415,000	208
209	Property Taxes - Placer County				2,625,000					2,625,000	209
210											210
211	Total Property Tax Revenue				4,040,000					4,040,000	211
212											212
213	NET CASH FLOW	(904,571)	832,087	333,218	3,224,055	(551,323)	(856,612)	(878,683)	(2,882,197)	(1,684,026)	213
214	Related Percentage of Property Taxes									-141.7%	214

Line #	Budget Assumptions	Fiscal Year 2011-2012
	Operating Revenues	
1 - 2	*Aviation Fuel Sales and Jet Fuel Sales* – The estimation of gallons of fuel to be sold begins with the assumption that the same number of gallons of fuel would be sold in the upcoming fiscal year as were sold in the twelve-month period from 8/1/10 - 7/31/11. JetA sales are then adjusted to account for an anticipated decrease in sales related to the runway closure during the RWY 10/28 reconstruction project in the summer of 2012. The adjustment is equal to 50% of the number of gallons of JetA sold in the period from July 1– August 15, 2011. The sales prices per gallon used for budgeting purposes are derived by taking the District's purchase price at 8/23/11 and adding on a gross margin of fifty cents per gallon for 100LL and $2.50 per gallon for JetA. Revenues from fuel sold to SASOs (based on quantities in the preceding 12 months) are estimated based on a gross margin for the airport of twenty percent less than that received on other fuel sold.	
3	*Aviation Fuel Truck Roll Revenues* - The revenues estimated are based on the number of 100LL truck rolls during Fiscal Year 2010 – as the roll fee has not been charged during the current fiscal year while relocating the tank.	
5	*Auto Parking* - Budgeted amounts are based on actual results for the period from 8/1/10 - 7/31/11.	
6-7	*Tiedowns and Transient Use Fees (TUF)* - Revenues from Tiedowns and TUF are estimated based on activity during the previous twelve month period. To anticipate the decrease heavy jet traffic during the RWY 10/28 project, the corresponding Transient Use Fee revenues have been decreased.	
9-11	*Other Airside Revenues* - Budgeted amounts are based on actual revenues for the period from 8/1/10 - 7/31/11 for existing services. The District is anticipating that the GPU and lav cart services will commence the first of December. The GPU is budgeted at five operations per month, and lav cart uses at two per week.	
13	*Hangar Rental Income* - The Hangar Rental Income line includes monthly hangar rent at the base rate of $107,463 and share fees. Annual discounts are netted out of that total, and they are assumed to continue at the current level. Those discounts result in a decrease to the total revenue of $12,684. In addition, a 2% vacancy rate is factored in. Nightly hangar revenues are also included in this line and have been adjusted to reflect the new overnight hangars.	
16	*Other Business Leasing* - Rents for Runway Café, the Hertz building, Regent Air, the Experimental Aircraft Association, ExWire, and the parking spaces for Avis, and Enterprise are calculated to increase by a 3.5% CPI adjustment in the month stated in the corresponding lease. The modular unit that is being converted to the Emergency Crew base is estimated to have a monthly rent of $2,300 – with10 months of revenue included, and the five and a half months rent for Soar Truckee are anticipated to decrease slightly due to their lease rate being tied to their activity. Rental revenues for Hangar #2 have been included for nine months – as the new tenant is expected to occupy in January 2012. The concession income from Hertz is also included here. In the twelve months ended 7/31/11 the District received $72,074 from Hertz in concession revenues. The current budget includes $70,000 for Hertz Concessions. EAA revenues are included at $1,071 per month, and an offsetting expense is included in Other Public Relations - Community Outreach, as we anticipate payment-in-kind in accordance with their current contract.	
18	*Warehouse Revenues* - Rents for Clear Capital, Mt. Home Center, Porter's, Wholesale Resort and Porter Simon are included with a 3.5% CPI adjustment in the month stated by their lease. As Frito-Lay is vacating 9/30/11, one month vacancy is factored in for maintenance before the new tenant occupies the space.	
	Cost of Goods Sold	
28-29	*Aviation and Jet Fuel Cost* - The number of gallons of fuel that are being budgeted as sales were costed at the purchase price effective 8/23/11. Policy requires fuel sales prices be set based on a consistent gross margin added to the purchase price; this will ensure that the cost of the fuel sold and the desired margin will always be recovered.	
32	*Inventory Shrinkage* is estimated at 1.0% of total cost of fuel purchases. The actual rate for August 2010-July 2011 was 1.1%, and new 100LL fuel recycler will further reduce waste.	

Line # **Budget Assumptions** **Fiscal Year 2011-2012**

	Payroll and Employee Benefits
39-40	*Salaries and Wages* are budgeted based on full staffing levels, with a vacancy factor included. The exempt and administrative positions are budgeted at 2080 hours per year. The Operations/ Maintenance Technicians are budgeted at 2080 hours plus 88 hours of holiday pay. The overtime included in the budget was estimated to be the same as the number of hours of overtime incurred over the past twelve months for regular, full-time, hourly employees. The cost of living increase approved by the Board of Directors at the August 25, 2011 meeting is included in the budget. Merit increases, which are at the discretion of the General Manager, have been included at an average of 2%.
41	*Performance Awards* - are budgeted at $10,000, half the amount budgeted in the prior year.
42	*Vacation, Sick and Holiday Pay* - has been estimated at 15% of total straight-time wages and salaries, consistent with prior year. The actual rate for the first ten months of the 2010-2011 fiscal year was 15%.
46-54	*Benefits* - PERS contributions are based on the contribution rate provided by PERS. The District's Contribution Rate is currently 14.762%; the estimated rate used for the next PERS fiscal year (7/1/12 - 6/30/13) is 15.2%. The Employee portion of the contributions remains constant at 8%. Medicare and FICA expenses are based on current rates. *Employee Benefit Insurance* is budgeted to increase 10% beginning with the renewal on August 1, 2012. The current Blue Shield policy, as well as all benefits, are subject to analysis and revision on an annual basis. The amount shown as the cost of *Employee Benefit Insurance* is net of the 7% employees contribute toward the insurance. The District's Workers Comp Insurance experience factor has increased from 68% to 88%. *Training and Education* costs are budgeted at $25,000 to reflect the accredited airport executive designations being pursued by various staff members, the general manager's aviation stipend, courses in IT network administration, HVAC issues, employee flight currency, and to increase staff's understanding of aviation issues knowledge along with other employee training opportunities. *Other Employee Benefits* include the General Manager's car allowance of $500/month, cell phone allowances, $100/yr per person for uniforms, plus insulated coveralls, jackets and other safety gear as needed.
	Operating, General and Administrative Expenses The majority of the Operating, General and Administrative Expenses were estimated based on the results of the previous twelve months. Other significant circumstances which were taken into consideration in the budgeting process are noted below.
62-67	*ACAT* - ACAT's budget was generated by the team.
68-70	*Annoyance Reduction Programs* - The expense of the Signatory Incentive - Fly QT Program is included here. Other Noise Abatement Expenses are budgeted to cover signage, printing, meetings or other outlays not connected to ACAT.
73	*Air Show* - Based on the assumption that the Board of Directors would like to provide an "Air Fair" or similar event in conjunction with the opening of the new administration building, $25,000 has been budgeted to cover associated up-front costs.
75	*Communications* - Actual expense for the previous twelve months was $23,264. The new building and the increase in technological requirement will necessitate a significantly more expensive internet connection.
76	*Conventions and Conferences* - Attendance is anticipated at the Special District Institute conferences, the UC Davis Eco-Aerovision Conference and CSDA events. In addition, changes in personnel may result in attendance at NBAA or other aviation-related conventions.
77	*County Support* - Estimated at 2.15% of property taxes, based on prior year actuals.
78	*Credit Card Processing Fee* - Estimated at 3% of Total Airside Operations Revenues (prior 12 month total was 3.0% of corresponding revenues). Fees for hangar rental payments were estimated based on 60% of hangar payments being made by credit card at 3.2% - rate is higher as cards are not swiped.

Line # **Budget Assumptions** **Fiscal Year 2011-2012**

	Operating, General and Administrative Expenses *(continued)*
79	*Director's Fees and Board Meeting Expenses* - Budgeted for 18 meetings at $750 each and 3 offsite meetings at $2,000 each. The expenses anticipated related to the broadcasting of the Board meetings ($75,000) has been included in the Community Outreach category.
80	*Directors' Medical Insurance* - has been budgeted based on the Directors' current policies with a 12% premium increase factored in.
85	*Signatory Incentives* - Homebasing Incentive - Based on the Signatory Incentive Election Forms currently on file for hangar tenants. An additional $500 has been included to cover possible participation by annual tie-down customers.
86	*Insurance* - Insurance premiums were budgeted based on the current policies with an estimated increase of 5%. Current premiums: Property - $52,209, Liability $16,600, and Elected Officials - $16,637.
88	*Office Equipment* - Budget includes amount to purchase computers and other office equipment as required for operations and in accordance with policy. Possible expenditures related to the occupancy of the new building are shown in line108.
92	*Operations Monitoring* – Includes the WASP monitoring fee of $17,200, an additional $4,000 for maintenance of the system, and $9,000 for asphalt pads for the cameras. The site leases for the flight tracking system ($15,000) and additional expenses related to flight tracking are also included here at $12,000.
93-98	*Outreach Program* - The total is $135,050 for the various elements of the Outreach Program. Line 94, "Internet, Print, Broadcast and Direct Mail" includes $15,000 to create an application for the District to be used by iPads, $12,000 for radio outreach, and $27,000 for the newsletters. The "Events and Programs" line includes various outreach meetings, the community bike program, and focused outreach at NBAA and/or AOPA conferences. Sponsorships are contributions to various local events/agencies as determined by policy – the amount budgeted is $25,000, which includes $10,000 for the Maritime Museum. The "Promotional Items" line includes funds for signage, handouts, gliders, etc. Line 98, "Pilot Outreach," includes the potential expense for the in-kind payment from EAA of $13,000 and $2,500 for other outreach programs designed to target users of the airport.
103	*Accounting and Audit* - Expenses are budgeted based on the Engagement Letter with the auditor. Payroll service expenses are also included here.
104	*Legal* - Legal expenses were estimated based on the activity in the previous twelve months, ($60,706 - adjusted to net out costs related to the administration building). The legal expense in the Community Outreach Dept. is calculated as 100 hours of aviation law support at $360/hour.
105	*Computer Support/Network Administration* - The amount budgeted includes software upgrades, support and maintenance contracts. Estimates of the annual maintenance costs by workstation were made by district staff to include monitoring of the District's IT network, backup services and data maintenance.
106	*Other Professional Fees* - The amount budged can be detailed as follows: $50,000 for consulting costs related to the creation of a capital facilities plan, $10,000 related to appraisals of potential land purchases and $8,000 for a structural engineer to review specific facilities.
107	*Engineering* - Budgeted engineering fees are based on the level of service anticipated. These are fees not attributable to capitalized projects.
108	*Relocation-related Expenses* – The furniture, fixtures and equipment amount included in the admin building budget are not related to capitalizable assets. The total ($235,000) is shown here and deducted from the total capitalizable cost of the building. In addition, staff has included $20,000 for possible additional office equipment purchases and other contingencies related to the relocation of the offices, $5,000 for an art consultant, $2,500 for an open house and $1,500 for moving.
110-115	*Utilities* – The utility costs for the new building are anticipated to be significantly higher than current expense levels due to the size of the building and the level of climate control. The electrical and gas utility costs related to the building are allocated as follows: 50% to the administrative department, 25% to public outreach and 25% to operations.

Line # **Budget Assumptions** **Fiscal Year 2011-2012**

	Repair and Maintenance Expenses
124-125	*Vehicle and Equipment Expense* - The previous twelve month expenses were calculated and then adjusted for expected expenses related to new tires for the Oshkosh Blower, possible replacement of batteries for the tug (refurbished three years ago), purchase of aircraft retrieval equipment, replacement of chains for the heavy equipment, purchase of a small snowblower and a mower necessitated by the new building and fuel. The vehicle expense line includes auto insurance and the unleaded fuel used by District vehicles. The Equipment line includes the expense for diesel fuel for equipment - including snow removal equipment, in addition to the repair and maintenance of the District's equipment.
126	*Airfield Equipment, Lights and Signs* - Costs of the fuel farm, self-serve station, airfield lights, signs and navigation aids are included here. The purchase of $55,000 in solar taxiway lights to complete a project begun in the summer of 2010 is included in this line, as well as $10,000 for safety equipment for employees working on the beacons, $8,000 to paint the beacon in front of the admin building, $7,000 for the cleaning of a jet fuel tank, $5,000 for the construction of a fence around the Alder Hill Beacon and $2,000 to decommission the 100LL tank at the fuel farm.
128	*Repair and Maintenance* - Pavement Maintenance and Cracksealing - Includes $450,000 for pavement maintenance and $50,000 for pavement striping - the locations to be determined based on the Pavement Management Plan. Also included is $30,000 for crack filling/repair including supplies for work performed by District personnel.
129	*Anticipated Grant Funding for Airfield Pavement Maintenance* - The District is not anticipating any FAA or Caltrans funding of pavement maintenance projects.
131	*Repair and Maintenance Expenses* - The remaining Repair and Maintenance Expenses were based on previous twelve month expenses plus specific projects anticipated for the coming year, including painting of two hangar rows ($24,000), repair of hangar Row M ($10,000) and Maintenance Building ($14,000) roofs, repair /reinforcement of the L Row hangars for snow load ($69,000), and the addition of emergency exits to the Warehouse ($15,000). The additional cost of janitorial service for the new building is also included at $1,000 per month for nine months.
133	*Land Management* - Includes $100,000 for maintenance work on the properties and $50,000 for obstruction removal on the airport.
	Other Income and Expense
153	*Interest* - Interest on our LAIF account was estimated based on the July 2011 balance being adjusted for outflows related to the Admin Building cash flow schedule and inflows related to anticipated property tax payments. The interest rate used was 0.30% - current rate at LAIF. Also included is the interest earned by the certificates of deposit held by the District.
154	*Receipt of Long-term Receivable from the Joerger Family* – Per the contract for the purchase of the property in 2002, there is $500,000 due to the District on July 1, 2012.
	Capital Expenditures
164-168	*FAA Grant Eligible Projects* - Reconstruction of the remainder of RWY 10/28 is budgeted at the engineer's estimate for design option A – not including the removal of the hump – construction management fees are estimated at 10% of the total. Reconstruction of the pavement at Hangar Rows J & K is included, with the portion of the project that is ineligible for FAA funding shown below (line 180). The District has been asked by the FAA to split the Segmented Circle and Ramp Lighting projects – they are both shown as Grant Eligible and the costs shown are taken from the proposals received. The Segmented Circle has a higher funding priority. The Airport Master Plan is on the current ACIP.
173	*Grant Funding* is estimated at 95% of project costs, except for the Master Plan – the FAA has stated that they have $200,000 slated for the project – an additional $40,000 will be obtained from the Nevada County Transportation Commission, and that amount is included in the grant funding.

Line # **Budget Assumptions** **Fiscal Year 2011-2012**

	Capital Expenditures *(continued)*
177-189	*Other Capital Projects* - Projects included here are based on staff input, evaluation of asset condition and the equipment replacement schedule. Note that the balance of costs for the reconstruction of pavement at hangar rows J &K is included here. The administration building costs have been estimated based on a projected cash flow prepared by the Project Manager. The percentage of property tax revenues represented by the Admin Building has been broken out from the total.
	Land Purchases / Development
192-194	*Allocation for land purchase/development* – The amount of $750,000 was budgeted in line with the Board of Directors' intentions to expend a portion of the property tax revenues to obtain and manage open space in the District's sphere of influence.
	Property Taxes
208-211	*Property Taxes* - The estimates for the current property tax year (7/1/11 - 6/30/12) were based on the assessed valuations received from the counties and historical percentages. The valuation of the property in Nevada County decreased by 5.3%, and the Placer County valuation remained relatively constant, showing only a slight decrease. Based on historical tax receipt rates (ratio of revenues to valuation), the District will budget property tax revenues to decrease by 3% for Placer County and 9% for Nevada County from actual receipts in the previous tax year – those estimations include a reserve of 2%.

TRUCKEE TAHOE AIRPORT DISTRICT
FISCAL 2011-2012 BUDGET
BUDGET SUMMARY AND COMPARISON TABLE

	FY 2010-2011 BUDGET	FY 2010-2011 ESTIMATE	FY 2011-2012 BUDGET
OPERATING REVENUES	$ 3,226,880	$ 3,183,984	$ 3,526,911
COST OF SALES	(834,088)	(875,596)	(1,042,690)
SALARIES, WAGES & BENEFITS	(1,912,899)	(1,732,671)	(2,094,067)
GROSS PROFIT	**$ 479,893**	**$ 575,717**	**$ 390,153**
OPERATING, GENERAL & ADMIN. EXP.	(1,329,890)	(1,175,935)	(1,924,483)
REPAIRS & MAINTENANCE (NET OF OPERATING GRANTS)	(729,750)	(874,034)	(1,092,500)
NET LOSS FROM OPERATIONS	**$ (1,579,747)**	**$ (1,474,252)**	**$ (2,626,829)**
PROPERTY TAX REVENUE	4,125,000	4,250,000	4,040,000
OTHER INCOME	55,000	67,831	535,000
NET INCOME BEFORE DEPRECIATION	**$ 2,600,253**	**$ 2,843,579**	**$ 1,948,171**
CAPITAL FUNDING RECEIVED	1,515,250	618,259	3,245,752
CAPITAL EXPENDITURES NET OF PROCEEDS FROM SALES	(8,749,850)	(6,733,814)	(6,877,949)
NET INCREASE (DECREASE) IN CASH	**$ (4,634,347)**	**$ (3,271,976)**	**$ (1,684,026)**