

REVISED 7



TO: San Bernardino International Airport Authority Commission

DATE: May 26, 2021

ITEM NO: 7

PRESENTER: Mark Cousineau, Director of Finance

SUBJECT: CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2020-2021

SUMMARY

Staff proposes budget adjustments to increase certain expenditures and revenues for Fiscal Year 2020-2021 as detailed in the "Proposed Budget Adjustment Table." Due to certain changes, the proposed budget adjustments are requested.

RECOMMENDED ACTION(S)

Consider and adopt budget adjustments reflected in the "Proposed Budget Adjustment Table" for Fiscal Year 2020-2021.

FISCAL IMPACT

There is no (zero) impact of the proposed budget adjustments on Fiscal Year 2020-2021 operating funds: General Fund, Property Management Fund, and FBO (Luxivair-SBD) Fund. The addition of the Fuel Farm Expansion capital project to the Capital Projects Fund enables planning and mobilization in FY 2020-21, with construction and completion in FY 2021-22 upon successful refunding of San Bernardino International Airport Authority (SBIAA) loans from Inland Valley Development Agency (IVDA).

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

On June 24, 2020, the San Bernardino International Airport Authority (SBIAA) Commission adopted the SBIAA Budget for Fiscal Year 2020-2021. SBIAA staff analyzed the adopted budget versus actual revenues and expenses to date, and determined the following adjustments are necessary based on changes since the budget was approved. The increases in expenditures and transfers out accounts are offset by decreases in expenditures and transfers out accounts within the General Fund, Property Management Fund, Luxivair SBD (FBO) funds, resulting in no change to net income. SBIAA's planned refunding of debts owed to IVDA in FY 2020-21, which is on schedule for completion in June, will assist in providing interim financing for the Fuel Farm Expansion project in the Capital Projects Fund.

PROPOSED BUDGET ADJUSTMENTS TABLE

Proposed Adjustments			Approved Budget	Proposed Adjustments	Adjusted Budget
<i>Expenditures & Transfers Out</i>					
A	General Fund	50281 - Maintenance and Repairs	\$ 241,500	\$ 20,000	\$ 261,500
A	General Fund	50330 - Dues & Subscriptions	24,500	3,500	28,000
A	General Fund	50340 - Insurance	285,000	(30,000)	255,000
A	General Fund	50414 - Water/Sewer	17,000	(3,000)	14,000
A	General Fund	50415 - Janitorial	46,000	4,000	50,000
A	General Fund	50417 - Security/Fire Alarm Monitoring	4,100	1,900	6,000
A	Property Management Fund	50281 - Maintenance and Repairs	233,000	(27,800)	205,200
A	Property Management Fund	50340 - Insurance	78,300	28,500	106,800
A	Property Management Fund	50415 - Janitorial	80,000	(8,000)	72,000
A	FBO (Luxivair - SBD)	50330 - Dues & Subscriptions	18,000	(18,000)	-
B	FBO (Luxivair - SBD)	50373 - Business Development	45,000	(30,000)	15,000
A	FBO (Luxivair - SBD)	50340 - Insurance	27,000	1,500	28,500
A	FBO (Luxivair - SBD)	50375 - Software	-	18,000	18,000
A	FBO (Luxivair - SBD)	50414 - Water/Sewer	37,000	3,000	40,000
A	FBO (Luxivair - SBD)	50415 - Janitorial	68,000	4,000	72,000
A	FBO (Luxivair - SBD)	50417 - Security/Fire Alarm Monitoring	4,600	2,400	7,000
B	FBO (Luxivair - SBD)	50905 - FBO Equipment Rental	25,000	(22,500)	2,500
B	FBO (Luxivair - SBD)	52583 - FBO Ramp	30,000	(25,000)	5,000
B	FBO (Luxivair - SBD)	53495 - Promotional Events	60,000	(22,500)	37,500
B	FBO (Luxivair - SBD)	50284 - Equipment Purchase	250,000	100,000	350,000
C	Capital Project Fund	53477 - Fuel Farm Expansion	-	4,700,000	4,700,000
Increase (decrease) in expenditures & transfers out					4,700,000
<i>Revenues & Transfers In</i>					
Increase (decrease) in revenues & transfers in					-
Net Budget Adjustment					\$ 4,700,000

Notes

- A Finance staff analyzed each account line item by fund and determined the recommended adjustments based on actual fiscal year to date expenses.
- B Budget adjustments support down payments for ground service equipment acquisitions in FY 2020-2021.
- C Establishes Fuel Farm Expansion capital project construction budget in the Capital Projects Fund to enable planning and mobilization in FY 2020-21, with construction and completion in FY 2021-22.

Attachments:

1. None.