

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

FINANCIAL AND COMPLIANCE REPORT

JUNE 30, 2018

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INDEPENDENT AUDITOR'S REPORT

To the Joint Powers Board
Rock Springs – Sweetwater County Airport Board
Rock Springs, Wyoming

Report on the Financial Statements

We have audited the accompanying financial statements of the Rock Springs – Sweetwater County Airport Board (the “Board”), as of and for the years ended June 30, 2018 and 2017, and the related notes to the financial statements, which collectively comprise the Board’s basic financial statements as listed in the table of contents.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Board’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Board as of June 30, 2018 and 2017, and the respective changes in financial position and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, on pages 3 through 6, and certain pension plan information, on pages 22 through 24, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements that comprise the Board's basic financial statements. The Schedule of Expenditures of Passenger Facility Charges, as required by *Passenger Facility Charge Audit Guide for Public Agencies* issued by the Federal Aviation Administration, and the Schedule of Expenditures of Federal Awards, as required by Title 2 U.S. Code of Federal Regulation (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for the purpose of additional analysis and are not a required part of the basic financial statements.

The Schedule of Expenditures of Federal Awards and the Schedule of Expenditures of Passenger Facility Charges are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards and the Schedule of Expenditures of Passenger Facility Charges are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 19, 2018 on our consideration of the Board's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Board's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Board's internal control over financial reporting and compliance.

McGee, Hearne & Paiz, LLP

Cheyenne, Wyoming
December 19, 2018

Rock Springs – Sweetwater County Airport Board

Management’s Discussion and Analysis

Years Ended June 30, 2018 and 2017

Our discussion and analysis of the Rock Springs – Sweetwater County Airport Board’s (the “Board”) financial performance provides an overview of the Board’s financial activities for the fiscal years ended June 30, 2018 and 2017. Please review it in conjunction with the Board’s audited basic financial statements.

Basic Financial Statements

This annual report consists of a series of financial statements. These statements include a Statement of Net Position, a Statement of Revenues, Expenses, and Changes in Net Position, and a Statement of Cash Flows. These are followed by notes to the financial statements. The Board uses one enterprise fund to report on its financial position and the results of its operations. Enterprise funds are used to account for activities similar to those found in the private sector. Under this method, an economic resources measurement focus and an accrual basis of accounting is used, meaning revenues are recorded when earned and expenses are recorded when incurred, regardless of when cash is paid or received.

The Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position report information about the Board as a whole. The Statement of Net Position presents information on the Board’s assets and deferred outflows of resources, and liabilities, and deferred inflows of resources with the difference being reported as net position. The Statement of Revenues, Expenses, and Changes in Net Position reports the operating revenues and expenses and non-operating revenues and expenses of the Board for the fiscal year with the difference (the net income or loss) being combined with any capital grants to determine the change in net position for the fiscal year. The change combined with the net position at the end of the previous year total to the net position at the end of the current fiscal year.

These two statements report the Board’s net position and changes in them. You can think of the Board’s net position as this: the difference between assets and deferred outflows of resources (what the Board owns, or the current use of assets that relates to a future period) and its liabilities (what the Board owes). Net position is one way to measure the Board’s financial health, or financial position. Over time, increases or decreases in the Board’s net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the Board’s community and availability of Federal funding to assess the overall health of the Board.

The Statement of Cash Flows reports cash activities for the fiscal year resulting from operating activities, capital and related financing activities, non-capital and related financing activities, and investing activities. The net result of these activities added to the beginning of the year cash balance total to the cash balance at the end of the current fiscal year.

Condensed Financial Information

Condensed financial information from the Statements of Net Position for June 30, 2018, 2017, and 2016 and from the Statements of Revenues, Expenses, and Changes in Net Position for the years ended June 30, 2018, 2017, and 2016 are as follows:

	2018	2017	2016
Current and Other Assets	\$ 1,247,328	\$ 1,291,690	\$ 1,038,258
Capital Assets, net of accumulated depreciation	21,218,458	17,408,902	12,746,835
Total assets	22,465,786	18,700,592	13,785,093
Deferred Outflows of Resources	251,763	200,273	234,616
Current Liabilities	864,465	907,861	397,065
Noncurrent Liabilities	929,007	865,074	818,084
Total liabilities	1,793,472	1,772,935	1,215,149
Deferred Inflows of Resources	174,180	35,157	35,854
Net Position:			
Net investment in capital assets	21,123,094	17,408,902	12,746,835
Restricted expendable net position	24,621	16,962	87,628
Unrestricted net position (deficit)	(397,818)	(333,091)	(65,757)
Total net position	\$ 20,749,897	\$ 17,092,773	\$ 12,768,706
Operating Revenues:			
Fuel sales	\$ 1,818,797	\$ 1,361,983	\$ 1,513,175
Revenue from aviation services	593,164	511,818	482,229
Total operating revenues	2,411,961	1,873,801	1,995,404
Operating Expenses:			
Fuel	1,325,009	997,043	1,045,725
Aviation services	1,419,552	1,377,818	1,414,856
Other operating expenses	254,599	240,628	247,720
Total operating expenses, excluding depreciation	2,999,160	2,615,489	2,708,301
Depreciation	1,607,122	1,313,955	1,125,810
Total operating expenses, including depreciation	4,606,282	3,929,444	3,834,111
Operating (loss)	(2,194,321)	(2,055,643)	(1,838,707)
Net Nonoperating Revenue	830,849	378,807	589,072
Other Revenue, Expenses, Gains, or Losses	5,020,596	6,000,903	1,489,037
Increase in net position	3,657,124	4,324,067	239,402
Beginning of Year Net Position	17,092,773	12,768,706	12,529,304
End of Year Net Position	\$ 20,749,897	\$ 17,092,773	\$ 12,768,706

The information contained in the condensed financial information table is used as the basis for the discussion presented on the following pages, surrounding the Board's activities for the fiscal years ended June 30, 2018 and 2017.

Assets and Liabilities

Current assets decreased by \$52,021 for the year ended June 30, 2018. The decrease is primarily due to the decrease in Grants Receivable, which decreased by \$453,524, offset by an increase to cash of \$358,528 and an increase in fuel inventory of \$57,433. Current assets increased by \$324,098 for the year ended June 30, 2017.

Current liabilities for the year ended June 30, 2018 decreased by \$43,396. Current liabilities for the year ended June 30, 2017 increased by \$510,796. The increase/decrease in current liabilities is a result of the timing expenditures incurred for projects. The Board's largest airport improvement project was substantially complete as of June 30, 2018.

Long-term liabilities for the year ended June 30, 2018 increased by \$63,933. Long-term liabilities for the year ended June 30, 2017 increased by \$46,990. The increase/decrease is due to the Board's net pension liability, which was recorded for the first time in fiscal year 2015, as well as a new note payable taken out in fiscal year 2018 for the purchase of new equipment. The Board's two capital leases for aviation equipment were paid in full during the year ended June 30, 2016. No new leases were entered into during fiscal year 2018 or 2017.

Net Position

Net position in total increased by \$3,657,124 for the year ended June 30, 2018. Net position in total increased by \$4,324,067 for the year ended June 30, 2017. The increase for fiscal year 2018 is due primarily to increased grants and local support, and an increase in net passenger facility activity. For fiscal year 2017, the increase is primarily related to the Board receiving more in capital grants than they had in the prior year.

The Board also has \$24,621 of funds that are restricted as to their use for the year ended June 30, 2018. For fiscal year ended June 30, 2017, the Board had \$16,962 of funds that were restricted as to their use. These funds related to the passenger facility charges that are charged to passengers of flights departing and arriving at the airport. These funds may only be used for expenditures that directly benefit passengers of the airport, and may not be used to fund Board operations.

Due to the net pension liability recorded in fiscal year 2015 under Governmental Accounting Standards Board (GASB) Statement No. 68, the Board has an unrestricted net position (deficit) of \$(410,818) for the fiscal year ended June 30, 2018 and \$(333,091) for the fiscal year ended June 30, 2017.

Revenues

Operating revenues are those generated from an exchange transaction, such as sales of fuel, or fees charged for the rent of office space to vendors. Operating revenues increased by \$538,160 for the year ended June 30, 2018. Operating revenues decreased by \$121,603 for the year ended June 30, 2017. The change is due primarily to the change in fuel sales, which increased by \$456,814 in fiscal year 2018.

Nonoperating revenues are those not involved in exchange transactions, and include taxes, grant funding, passenger facility charges, and investment income. Grant income makes up the majority of the Board's non-operating revenues, which totaled \$830,849 for the year ended June 30, 2018. Other revenue, expenses, gains, or losses consist of capital contributions. Capital contributions were \$5,020,596 in fiscal year 2018. Non-operating revenues totaled \$378,807 for the year ended June 30, 2017. Capital contributions were \$6,000,903 in fiscal year 2017.

Expenses

Operating expenses increased by \$676,838 for the year ended June 30, 2018. This was primarily caused by an increase in depreciation expense of \$293,167, as well as an increase in fuel expense of \$327,966. Operating expenses increased by \$95,333 for the year ended June 30, 2017. This was primarily caused by the increase in depreciation expense, which increased \$188,145.

Capital Assets

Net capital assets in the current year increased by \$3,809,556 for the year ended June 30, 2018. Net capital assets increased by \$4,662,067 for the year ended June 30, 2017. The Board continued the process of completing the following projects for the year ended June 30, 2018: Rehab Runway, Acquire Aircraft and Rescue and Fire Fighting Vehicles, Grading Safety Area.

The following table provides a summary of the Board's capital assets by class:

	2018	2017	2016
Nondepreciable Capital Assets			
Construction in process	\$ 39,781	\$ 979,229	\$ -
Depreciable Capital Assets			
Buildings and improvements	14,754,739	8,708,366	8,592,916
Runways and improvements	36,052,501	35,846,946	31,079,192
Machinery and equipment	5,420,661	5,316,463	5,202,874
Total depreciable capital assets	56,227,901	49,871,775	44,874,982
Total Capital Assets	56,267,682	50,851,004	44,874,982
Total accumulated depreciation	35,049,224	33,442,102	32,128,147
Capital Assets, net	\$ 21,218,458	\$ 17,408,902	\$ 12,746,835

Requests for Information

This report is designed to provide an overview of the Board's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to: *Rock Springs – Sweetwater County Airport Board, P.O. Box 1987, Rock Springs, Wyoming 82901.*

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

STATEMENTS OF NET POSITION
June 30, 2018 and 2017

ASSETS	2018	2017
Current Assets		
Cash, unrestricted (Note 2)	\$ 424,219	\$ 65,691
Grants receivable (Note 6)	506,379	959,903
Accounts receivable	173,509	187,967
Inventories	115,956	58,523
Prepaid expenses	2,644	2,644
Total current assets	1,222,707	1,274,728
Noncurrent Assets		
Capital assets, not being depreciated (Note 4)	39,781	979,229
Capital assets, net of accumulated depreciation (Note 4)	21,178,677	16,429,673
Cash, restricted (Notes 2 and 9)	5,001	5,005
Passenger facility charge receivable, restricted (Note 9)	19,620	11,957
Total noncurrent assets	21,243,079	17,425,864
Total assets	22,465,786	18,700,592
DEFERRED OUTFLOWS OF RESOURCES		
Pension-Related Outflows (Note 5)	251,763	200,273
LIABILITIES		
Current Liabilities		
Note Payable - current	19,581	-
Accounts payable, including retainage payable of \$505,147 and \$0, respectively	736,397	822,202
Accrued expenses	96,431	76,286
Deposits	6,998	4,315
Advanced payments	5,058	5,058
Total current liabilities	864,465	907,861
Long-Term Liabilities		
Note payable - noncurrent	75,783	-
Net pension liability (Note 5)	853,224	865,074
Total long-term liabilities	929,007	865,074
Total liabilities	1,793,472	1,772,935
DEFERRED INFLOWS OF RESOURCES		
Pension-Related Inflows (Note 5)	174,180	35,157
NET POSITION		
Net investment in capital assets	21,123,094	17,408,902
Restricted expendable net position (Note 9)	24,621	16,962
Unrestricted net position (deficit)	(397,818)	(333,091)
Total net position	\$ 20,749,897	\$ 17,092,773

See Notes to Financial Statements.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
Years Ended June 30, 2018 and 2017

	2018	2017
Operating Revenues		
Fuel sales	\$ 1,818,797	\$ 1,361,983
Airport operation (Note 3)	302,524	260,869
Commercial aviation (Note 3)	290,640	250,949
Total operating revenues	2,411,961	1,873,801
Operating Expenses		
Depreciation (Note 4)	1,607,122	1,313,955
Salaries and benefits	1,123,300	1,076,738
Fuel	1,325,009	997,043
Utilities	150,824	174,795
Maintenance and repairs	145,428	126,285
Administration	244,028	227,354
Miscellaneous	10,571	13,274
Total operating expenses	4,606,282	3,929,444
Operating (loss)	(2,194,321)	(2,055,643)
Nonoperating Revenues (Expenses)		
Grants and local government support (Note 6)	735,933	538,320
Passenger facility expenses, net of fees collected (Note 9)	87,072	(170,097)
Parking donations	1,436	1,307
Investment income	5,908	1,277
Miscellaneous	500	8,000
Total nonoperating revenues	830,849	378,807
(Loss) before other revenue, expenses, gains, or losses	(1,363,472)	(1,676,836)
Other Revenue, Expenses, Gains or Losses		
Capital contributions (Note 6)	5,020,596	6,000,903
Increase in net position	3,657,124	4,324,067
Net Position		
Beginning of year	17,092,773	12,768,706
End of year	\$ 20,749,897	\$ 17,092,773

See Notes to Financial Statements.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

STATEMENTS OF CASH FLOWS
Years Ended June 30, 2018 and 2017

	2018	2017
Cash Flows from Operating Activities		
Cash received from customers and tenants	\$ 2,428,819	\$ 1,809,755
Cash paid to/for:		
Employees	(1,027,472)	(983,208)
Supplies	(1,930,930)	(1,457,852)
Net cash (used in) operating activities	(529,583)	(631,305)
Cash Flows from Noncapital Financing Activities		
Grants received	735,933	350,806
Parking donations received	1,436	1,307
Miscellaneous received	500	-
Net cash provided by noncapital financing activities	737,869	352,113
Cash Flows from Capital and Related Financing Activities		
Construction grants received	5,474,120	5,454,077
Purchase and construction of capital assets	(5,400,365)	(5,515,371)
Principal payments on long-term obligations	(8,834)	-
Passenger facility charges collected	86,654	67,460
Passenger facility charges used	(7,245)	(243,878)
Net cash provided by (used in) capital and related financing activities	144,330	(237,712)
Cash Flows from Investing Activities		
Investment income	5,908	1,277
Net increase (decrease) in cash	358,524	(515,627)
Cash		
Beginning of year	70,696	586,323
End of year	\$ 429,220	\$ 70,696

Continued

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

STATEMENTS OF CASH FLOWS (Continued)
Years Ended June 30, 2018 and 2017

	2018	2017
Reconciliation of Operating (Loss) to Net Cash (Used in)		
Operating Activities		
Operating (loss)	\$ (2,194,321)	\$ (2,055,643)
Add depreciation expense	1,607,122	1,313,955
Pension liability	(11,850)	46,990
Deferred outflows - pension	(51,490)	34,343
Deferred inflows - pension	139,023	(697)
Change in current assets and current liabilities:		
(Increase) decrease in:		
Accounts receivable	14,458	(68,445)
Inventories	(57,433)	35,648
Increase (decrease) in:		
Accounts payable - non-capital	2,080	48,492
Accrued expenses	20,145	12,894
Deposits	2,683	1,158
Net cash (used in) operating activities	\$ (529,583)	\$ (631,305)
Noncash Investing, Capital and Financing Activities		
Purchase of capital assets in accounts payable	\$ 581,351	\$ 669,236
Purchase of capital assets with long-term debt	104,198	-

See Notes to Financial Statements.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

Note 1. Description of Reporting Entity and Significant Accounting Policies

Reporting entity: The Rock Springs – Sweetwater County Airport Board (the “Board”) was organized to exclusively operate the Southwest Wyoming Regional Airport (the “Airport”). The Airport was established to provide aviation services and air transportation to the citizens of the City of Rock Springs, Wyoming and Sweetwater County, Wyoming. For financial reporting purposes, the statements include all activities and funds that are controlled by or are dependent on the Board.

The Board is the basic level of government which has financial accountability and control over all activities related to the Airport located in Sweetwater County, Wyoming. The Board receives funding from local, state, and Federal government sources and must comply with the requirements of these funding sources.

However, the Board is not included in any other governmental reporting entity, as defined by the Governmental Accounting Standards Board (GASB) which establishes accounting principles generally accepted in the United States of America for state and local governmental entities (U.S. GAAP), since Board members have decision making authority, the authority to levy taxes, the power to designate management, the ability to significantly influence operations, and primary accountability for fiscal matters. In addition, there are no component units, as defined in the GASB pronouncement, which are included in the Board’s reporting entity.

Financial reporting: The accompanying financial statements have been prepared using the economic resources measurement focus and the accrual basis of accounting and reflect transactions on behalf of the Board, the reporting entity. The Board accounts for its operations as an enterprise fund.

Operating revenues and expenses result from providing aviation and transportation services to the public. All other revenues and expenses are reported as nonoperating revenues and expenses.

Grants and contributions: Grants and contributions received which may be utilized for either operations or capital expenditures are recognized as nonoperating revenue in the accounting period in which they are earned or become measurable.

Capital assets: Capital assets are recorded at cost if purchased or, if received as a donation, at the fair market value at the date of the gift. Depreciation on the assets is computed using the straight-line method over the estimated useful lives of the assets.

	<u>Years</u>
Buildings and improvements	20 - 25
Runways and improvements	15 - 20
Machinery and equipment	5 - 10

Inventories: Inventories are stated at the lower of cost (first-in, first-out method) or market.

Vacation and sick leave: Employees are allowed two to four weeks of vacation per year depending on their length of service. Unused vacation up to two weeks plus the annual accrual may be carried over. All vacation time is paid out upon termination or retirement. Sick leave accumulates at the rate of one working day for each full month of service to a maximum of 120 days. Employees are entitled to receive 25% of their accumulated sick leave upon termination. Therefore, 25% of the accumulated sick leave and 100% vacation leave are recorded as a liability in these financial statements.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

Cash: The Board considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Bad debts: The Board utilizes the direct write-off method for bad debts. When the Board deems a receivable to be uncollectible, it is recorded as an expense. Therefore, no allowance for uncollectible accounts has been provided in these financial statements.

Revenue recognition: Revenue is recognized at the time of sale or when lease payments are due.

Advertising costs: The Board's policy is to expense the cost of advertising as the expense is incurred.

Use of estimates: The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts in the financial statements and the accompanying notes. Actual results could differ from those estimates.

Net position: Net position represents the difference between assets and liabilities and is classified into three categories:

Net investment in capital assets: This represents the Board's total investment in capital assets, net of accumulated depreciation, and outstanding debt and capital lease obligations related to the purchase or construction of those capital assets.

Restricted net assets: Restricted net assets include resources in which the Board is legally or contractually obligated to spend in accordance with restrictions imposed by external third parties. When both restricted and unrestricted resources are available for use, it is the Board's policy to use restricted resources first, then unrestricted resources when they are needed.

Unrestricted net position: Unrestricted net assets represent resources derived from the Board's operations. These resources are used for transactions relating to the educational and general operations of the Board, and may be used at the discretion of the governing board to meet current expenses for any purpose.

Defined benefit pensions: For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Wyoming Retirement System (WRS) and additions to/deductions from the WRS's fiduciary net position have been determined on the same basis as they are reported by the WRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Note 2. Cash

Wyoming State Statutes authorize the Board to invest in securities issued or guaranteed by the U.S. Treasury or agencies of the U.S. Government, and bank certificates of deposit. Wyoming State Statutes also require that the Board's deposits in excess of the Federal depository insurance amount be collateralized.

As of June 30, 2018 and 2017, the carrying amount of the Board's bank deposits, including checking and savings, was \$429,220 and \$70,696, respectively, and the bank balance was \$572,781 and \$372,679, respectively. The bank balances at June 30, 2018 and 2017 were covered by FDIC insurance or pledged collateral.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

Note 3. Leases and Lease Income

The Board leases hangars to various entities and individuals. These leases are primarily for one-year terms, expiring June 30, 2018, and all are accounted for as operating leases. In addition, the Board leases space for advertising to various entities. The leases are primarily for one-year terms and all are accounted for as operating leases.

In addition, the Board has entered into lease agreements with two rental car companies for space in the terminal and parking spaces for rental vehicles. The minimum annual guarantee for rental fees for each company in fiscal year 2018 was \$75,567 and \$51,035, respectively. Rental fees for each year subsequent to that will be 10% of gross receipts or 10% of 85% of the concessionaire's previous year's gross revenue, whichever is greater, plus an additional amount for counter and office space. The leases are cancelable by the companies only if normal use of the Airport is suspended for a period exceeding 60 days. The leases are also cancelable if there is an inability to use the Airport for a consecutive six months due to tower regulations, fire, earthquake, or similar acts of God, or public enemy or the lawful assumption by the U.S. Government of the operations of the Airport for a period of greater than six months. The total fees for these rental car company leases were \$162,598 and \$136,652 for the years ended June 30, 2018 and 2017, respectively.

The Board entered into a lease agreement with the U.S. Government for office space in the Airport terminal. The lease requires monthly payments of \$1,758. Effective November 2017, this lease was extended through October 2029 and requires monthly payments of \$3,013. The U.S. Government can terminate the lease with 60 days' notice.

In April, the Board renewed a lease agreement with an air service for space in the Airport terminal. The agreement calls for a base monthly rental amount of \$5,912 until June 30, 2018. The base monthly rental increases 3% annually for the two years. The agreement expires on June 30, 2020.

The Board entered into a lease agreement with an air service for office space in the Airport terminal. When the lease was renewed on June 1, 2015, the air service opted to lease more space and is required to pay \$5,082 per month, with a 3% increase on June 1st each year through May 31, 2020.

The Board has entered into a lease agreement with a communications company for space in the Airport terminal for installation, operation, and storage of communication equipment. The communications company is required to pay \$917 per year through March 2020.

The Board has entered into a lease agreement with a communications company for space in the Airport for the installation, use, and maintenance of radio equipment. The company is required to pay \$889 per year through August 2020.

The total fees for these leases were \$318,779 and \$329,423 for the years ended June 30, 2018 and 2017, respectively.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

The minimum future rental income on all leases is as follows:

Year ending June 30,	
2019	\$ 406,593
2020	188,840
2021	75,988
2022	71,851
2023	36,156
	<u>\$ 779,428</u>

Note 4. Capital Assets

Following is a summary of changes in capital assets:

	Balance June 30, 2017	Additions	Deletions	Transfers	Balance June 30, 2018
Nondepreciable Capital Assets					
Construction in process	\$ 979,229	\$ 39,781	\$ -	\$ (979,229)	\$ 39,781
Total nondepreciable capital assets	<u>979,229</u>	<u>39,781</u>	<u>-</u>	<u>(979,229)</u>	<u>39,781</u>
Depreciable Capital Assets					
Buildings and improvements	8,708,366	5,078,644	-	967,729	14,754,739
Runways and improvements	35,846,946	194,055	-	11,500	36,052,501
Machinery and equipment	5,316,463	104,198	-	-	5,420,661
Total depreciable capital assets	<u>49,871,775</u>	<u>5,376,897</u>	<u>-</u>	<u>979,229</u>	<u>56,227,901</u>
Less accumulated depreciation	33,442,102	1,607,122	-	-	35,049,224
Capital assets, net	<u>\$ 17,408,902</u>	<u>\$ 3,809,556</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 21,218,458</u>

	Balance June 30, 2016	Additions	Deletions	Transfers	Balance June 30, 2017
Nondepreciable Capital Assets					
Construction in process	\$ -	\$ 979,229	\$ -	\$ -	\$ 979,229
Total nondepreciable capital assets	<u>-</u>	<u>979,229</u>	<u>-</u>	<u>-</u>	<u>979,229</u>
Depreciable Capital Assets					
Buildings and improvements	8,592,916	115,450	-	-	8,708,366
Runways and improvements	31,079,192	4,767,754	-	-	35,846,946
Machinery and equipment	5,202,874	113,589	-	-	5,316,463
	<u>44,874,982</u>	<u>4,996,793</u>	<u>-</u>	<u>-</u>	<u>49,871,775</u>
Less accumulated depreciation	32,128,147	1,313,955	-	-	33,442,102
Capital assets, net	<u>\$ 12,746,835</u>	<u>\$ 4,662,067</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,408,902</u>

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

Note 5. Retirement Commitment – Wyoming Retirement System

Plan description: Substantially all employees of the Board are provided with pensions through the Public Employee Pension Plan – a statewide cost-sharing multiple-employer defined benefit pension plan administered by the Wyoming Retirement System (WRS). The authority to establish and amend benefits and contributions rates rests with the Legislature of the State of Wyoming. WRS is granted the authority to administer the Plan by Wyoming State Statutes 9-3-401 through 432. WRS issues a publicly available financial report available at <http://retirement.state.wy.us/About/Reports?Label=Financial#categories>.

Benefits provided: The determination of retirement benefits is dependent upon the employee's initial employment date.

Service Retirement Tier 1: Full retirement at age 60 or qualifies for the Rule of 85. Early retirement is permitted at age 50 or 25 years of service. Formula for retirement equals 2.125% times the number of years of service times the three-year highest average salary for the first 15 years and 2.25% times the number of years of service times the three-year highest average over 15 years.

Service Retirement Tier 2: Full retirement at age 65 or qualifies for the Rule of 85. Early retirement is permitted at age 55 or 25 years of service. Formula for retirement equals 2% times the number of years of service times the five-year highest average salary.

Disability Benefits: Partial or total disability retirement is available to any member who becomes incapacitated, mentally or physically, and cannot continue in the performance of his/her duties. To qualify, the member must have at least 10 years of service and must be "in service" at the time of application for disability retirement. Upon retirement for a partial disability, the member receives a monthly disability retirement benefit for the period of her/her disability equal to 50% of the normal benefit payable to the member, as if the member was eligible for normal retirement benefits. Upon retirement for a total disability, the member receives a monthly disability benefit equal to 100% of his service retirement benefit as if the member was eligible for normal retirement benefits. Disability benefits are payable for the life of the member or until death.

Survivor's Benefits: Certain surviving dependents receive benefits based on the deceased member's compensation and their relationship to the deceased, as well as the benefit option selected by the member at the date of retirement.

Contributions: Per Title 9-3-412 and 413 of Wyoming State Statutes, for the year ended June 30, 2018, member contributions were required to be 8.25% of compensation and employer contributions were required to be 8.37% of compensation. In accordance with Title 9-3-412(c)(ii) of Wyoming State Statutes, the Board has elected to pay the members contribution in addition to the employers contribution. Total contributions to the pension plan from the Board were \$112,502 and \$108,111 for the years ended June 30, 2018 and 2017, respectively.

Pension liabilities, pension expense, and deferred outflows of resources and deferred inflows of resources related to pensions: At June 30, 2018, the Board reported a liability of \$853,224 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2017 and incorporated assumption changes adopted by the WRS Board effective August 23, 2017.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

The Board's proportion of the net pension liability was based on the relationship of the Board's total contributions to the plan for the year ended December 31, 2017 to the contributions of all participating employers for the same period. At December 31, 2017, the Board's proportion was 0.0374329%, which was an increase from its December 31, 2016 proportion of 0.0357838%.

For the years ended June 30, 2018 and 2017, the Board recognized pension expense of \$131,363 and \$134,845, respectively. At June 30, 2018 and 2017, the Board reported deferred outflows and inflows of resources related to pensions from the following sources:

	2018	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 29,139
Net difference between projected and actual earnings on pension plan investments	101,956	139,226
Changes in proportionate share of contributions	37,845	5,815
Change in assumption	82,905	-
Contributions subsequent to the measurement date	29,057	-
	\$ 251,763	\$ 174,180
	2017	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 22,975
Net difference between projected and actual earnings on pension plan investments	158,270	-
Changes in proportionate share of contributions	14,548	12,182
Contributions subsequent to the measurement date	27,455	-
	\$ 200,273	\$ 35,157

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

An amount of \$29,057 reported as deferred outflows of resources related to pensions resulting from the Board's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ending June 30,	
2019	\$ 40,644
2020	38,638
2021	(1,868)
2022	<u>(28,888)</u>
	<u>\$ 48,526</u>

Actuarial assumptions: The total pension liability in the January 1, 2017 actuarial valuation was determined using the following actuarial assumptions adopted by the WRS Board effective August 23, 2017, applied to all periods included in the measurement:

Inflation	2.25%
Salary increases	2.50% - 6.50%, including inflation
Payroll growth rate	2.50%
Investment rate of return	7.00%, net of pension plan investment expense, including inflation

Mortality rates were based on the RP-2014 Combined Mortality Table for Males or Females, as appropriate, with adjustments for mortality improvements based on Scale MP-2017.

Long-term expected rate of return: The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These real rates of return are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Geometric Rate of Return</u>	<u>Long-Term Expected Arithmetic Rate of Return</u>
Cash	0.00%	0.40%	0.40%
Fixed income	20.00%	1.25%	1.77%
Equity	45.00%	4.96%	6.88%
Marketable alternatives	17.50%	2.79%	3.30%
Private markets	17.50%	5.06%	7.11%
	<u>100.00%</u>		

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

Experience analysis: An experience study was conducted on behalf of all WRS's plans covering the five-year period ended December 31, 2016. That study provided a detailed analysis concerning the development of the long-term inflation rate, real rate of return and discount rate. The study also analyzed each major actuarial assumption (e.g., mortality, salary increases, retirement, termination, and disability) and proposed assumptions consistent with the findings.

Discount rate: The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the current contribution rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the employer's proportionate share of the net pension liability to changes in the discount rate: The following presents the Board's proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the Board's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00%) or 1-percentage-point higher (8.00%) than the current rate:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Proportionate share of the net pension liability	\$ 1,289,553	\$ 853,224	\$ 489,331

Pension plan fiduciary net position: Detailed information about the pension plan's fiduciary net position is available in the separately issued Wyoming Retirement System (WRS) financial report available from the WRS, 6101 Yellowstone Road, Cheyenne, Wyoming 82002, or through the WRS website at <http://retirement.state.wy.us/About/Reports?Label=Financial#categories>.

Note 6. Grants, Capital Contributions, and Local Government Support

The Board receives a substantial amount of its support from grant programs administered by the U.S. Department of Transportation and the Wyoming Department of Transportation. In addition, the Board receives funding from the City of Rock Springs and Sweetwater County. A significant reduction in the level of this support, if this were to occur, may have an adverse effect on the Board's activities.

Under the terms of the Federal and state grants, periodic audits are required and certain costs may be selected and examined to ensure they are appropriate expenditures under the terms of the grants. Such audits may lead to requests for reimbursement for disallowed expenditures. Based upon prior experience, Board management believes such disallowances, if any, will be immaterial.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

The following is a schedule of total grants, capital contributions, and local government support earned:

	<u>2018</u>	<u>2017</u>
Wyoming Department of Transportation (Federal/State)	\$ 2,631,570	\$ 5,267,591
Wyoming Business Council (State)	2,404,026	473,053
U.S. Department of Homeland Security (Federal)	17,249	16,708
City of Rock Springs (Local)	234,562	260,624
Sweetwater County (Local)	469,122	521,247
	<u>\$ 5,756,529</u>	<u>\$ 6,539,223</u>

Note 7. Risk Management

The Board is subject to risk of loss from various events, including torts, theft, damage to assets, business interruption, errors and omissions, and job-related injuries to employees, as well as acts of God. The Board mitigates its risk associated with the above through commercial insurance policies for liability insurance, purchase of commercial property insurance policies, and workers' compensation coverage. There has been no significant reduction in coverage against these losses from year to year.

Note 8. Commitments and Subsequent Events

As of June 30, 2018, the Board entered into several construction/engineering contracts resulting in the commitments for future capital expenditures. The major projects are listed below. Although portions of these projects have been completed and capitalized during 2018, the amounts below represent the activity pertaining to the Board's portion of the contract as a whole.

	Total Contract	Expended to Date at June 30, 2018	Total Commitment at June 30, 2018
Seal Coat and Mark Pavements	\$ 210,000	\$ 157,194	\$ 52,806
Terminal Area Plan	170,000	-	170,000
	<u>\$ 380,000</u>	<u>\$ 157,194</u>	<u>\$ 222,806</u>

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTES TO FINANCIAL STATEMENTS

The Board has entered into the following contracts subsequent to June 30, 2018:

SRE Acquisition	<u>\$ 970,000</u>
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The funding for the Board's commitments will come through a combination of Federal, state, and local resources.

Note 9. Restricted Net Position

The Board receives revenue in the form of a passenger facility charge. The passenger facility charge must be approved by the Federal Aviation Association. The passenger facility charge is restricted for expenditures that directly benefit passengers of the Airport and cannot be used to fund Board operations. The restricted net position was \$24,621 and \$16,962 at June 30, 2018 and 2017, respectively.

Note 10. Note Payable

In December 2017, the Board purchased equipment with a loan from a financial institution. The loan (original amount \$105,000, interest at 4.5%) requires monthly principal and interest payments of \$1,961, and matures in December 2022. The loan balance as of June 30, 2018 was \$95,364. The loan is secured by equipment, with a depreciated value of \$104,198.

Annual debt service requirements to maturity are as follows:

Year Ending June 30,	Total	Principal	Interest
2019	\$ 23,535	\$ 19,581	\$ 3,954
2020	23,535	20,485	3,050
2021	23,535	21,447	2,088
2022	23,535	22,447	1,088
2023	11,768	11,404	364
	<u>\$ 105,908</u>	<u>\$ 95,364</u>	<u>\$ 10,544</u>

	Balance June 30, 2017	Additions	Reductions	Balance June 30, 2018	Due within 1 year
Note Payable	\$ -	\$ 105,000	\$ (9,636)	\$ 95,364	\$ 19,581

REQUIRED SUPPLEMENTARY INFORMATION

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

**SCHEDULE OF THE BOARD'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY**

Public Employee Pension Plan

Last 5 Fiscal Years*

	Board's proportion of the net pension liability	Board's proportionate share of the net pension liability	Board's covered payroll	Board's proportionate share of the net pension liability as a percentage of its covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2014	0.035723851%	\$ 543,146	\$ 611,626	88.80%	81.10%
2015	0.036532440%	644,685	632,798	101.88%	79.08%
2016	0.035120680%	818,084	626,137	130.66%	73.40%
2017	0.035783800%	865,074	640,034	135.16%	73.42%
2018	0.037432900%	853,224	657,764	129.72%	76.35%

** The amounts presented for each fiscal year were determined as of the calendar year-end that occurred within the fiscal year. This schedule is to be built prospectively until it contains ten years of data.*

See Note to Required Supplementary Information.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

SCHEDULE OF THE BOARD'S CONTRIBUTIONS

Public Employee Pension Plan

Last 5 Fiscal Years*

	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Covered payroll	Contributions as a percentage of covered payroll pension liability
2014	\$ 44,681	\$ 44,681	\$ -	\$ 627,549	7.12%
2015	48,326	48,326	-	634,193	7.62%
2016	54,381	54,381	-	649,713	8.37%
2017	54,446	54,446	-	650,490	8.37%
2018	56,657	56,657	-	676,911	8.37%

** This schedule is to be built prospectively until it contains ten years of data.*

See Note to Required Supplementary Information.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

NOTE TO REQUIRED SUPPLEMENTARY INFORMATION

Note 1. Retirement Commitment – Wyoming Retirement System

Changes in benefit terms: There were no changes in benefit terms between the December 31, 2016 measurement date and the December 31, 2017 measurement date.

Changes in assumptions: There were economic and demographic changes in assumptions between the December 31, 2016 measurement date and the December 31, 2017 measurement date.

SUPPLEMENTARY INFORMATION

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year Ended June 30, 2018

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Total Federal Expenditures
U.S. Department of Transportation			
Passed through Wyoming Aeronautics Commission:			
Airport Improvement Program	20.106	3-56-0025-35	\$ 407,553
Airport Improvement Program	20.106	3-56-0025-36	<u>2,031,408</u>
Total U.S. Department of Transportation			<u>2,438,961</u>
U.S. Department of Homeland Security			
Law Enforcement Officer Reimbursement Agreement Program			
	97.U01	HSTS02-16-H-SLR657	<u>17,249</u>
Total Expenditures of Federal Awards			<u><u>\$ 2,456,210</u></u>

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Note 1. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the “Schedule”) includes the Federal award activity of the Rock Springs – Sweetwater County Airport Board (the “Board”) under programs of the Federal government for the year ended June 30, 2018. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Board, it is not intended to, and does not, present the financial position, changes in net assets, or cash flows of the Board.

Note 2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following, as applicable, either the cost principles in Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, or the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), wherein certain types of expenditures are not allowable or are limited as to reimbursement. The Board did not provide any amounts to subrecipients. The Board did not elect to use the 10-percent de minimis indirect cost rate as allowed under Uniform Guidance.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

**SCHEDULE OF EXPENDITURES OF PASSENGER FACILITY CHARGES
Year Ended June 30, 2018**

Federal Grantor Pass-Through Grantor/ Program Title	Approved Amount	Passenger Facility Charges June 30, 2017	Passenger Facility Charges and Interest Collected	Assets Released from Restriction	Transfers Outstanding to Airport's Operating Account	Passenger Facility Charges June 30, 2018
Passenger Facility Charge Program: 2015 Application	\$ 688,128	\$ 16,962	\$ 88,642	\$ (7,245)	\$ (73,738)	\$ 24,621

NOTES TO SCHEDULE OF EXPENDITURES OF PASSENGER FACILITY CHARGES

Note 1. General

The accompanying Schedule of Expenditures of Passenger Facility Charges (the “Schedule”) presents the activity of the passenger facility charge program of the Rock Springs Sweetwater County Airport Board (the “Board”) for the year ended June 30, 2018. All passenger facility charge revenue and expenditures are included in the accompanying Schedule.

Note 2. Basis of Accounting

The accompanying Schedule is presented using the accrual basis of accounting and revenue is recognized when earned and expenditures are recognized when the related obligation is incurred. The information in this Schedule is presented in accordance with the requirements of the Passenger Facility Charge Audit Guide for Public Agencies issued by the Federal Aviation Administration. Therefore, some amounts presented in this Schedule may differ from amounts presented, or used in the preparation of, the basic financial statements.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Joint Powers Board
Rock Springs – Sweetwater County Airport Board
Rock Springs, Wyoming

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities of the Rock Springs – Sweetwater County Airport Board (the “Board”), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Board’s basic financial statements, and have issued our report thereon dated December 19, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Board’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Board’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Board’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Board’s financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control described in the accompanying Schedule of Findings and Questioned Costs as item 2018-001 to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Board's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Board's Response to Findings

The Board's response to the findings identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. The Board's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Board's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Board's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

McGee, Hearne & Paiz, LLP

Cheyenne, Wyoming
December 19, 2018



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
FOR EACH MAJOR FEDERAL PROGRAM AND REPORT
ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY UNIFORM GUIDANCE**

To the Members
Rock Springs – Sweetwater County Airport Board
Rock Springs, Wyoming

Report on Compliance for Each Major Federal Program

We have audited Rock Springs – Sweetwater County Airport Board's (the "Board") compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the Board's major Federal programs for the year ended June 30, 2018. The Board's major Federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

Management's Responsibility

Management is responsible for compliance with Federal statutes, regulations, and terms and conditions of its Federal awards applicable to its Federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Board's major Federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major Federal program occurred. An audit includes examining, on a test basis, evidence about the Board's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major Federal program. However, our audit does not provide a legal determination of the Board's compliance.

Opinion on Each Major Federal Program

In our opinion, the Board complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major Federal programs for the year ended June 30, 2018.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with Uniform Guidance and which are described in the accompanying Schedule of Findings and Questioned Costs as item 2018-002. Our opinion on each major Federal program is not modified with respect to these matters.

The Board's response to the noncompliance findings identified in our audit are described in Exhibit I – Corrective Action Plans. The Board's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control over Compliance

Management of the Board is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Board's internal control over compliance with the types of requirements that could have a direct and material effect on each major Federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major Federal program and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Board's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a Federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a Federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a Federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified certain deficiencies in internal control over compliance, as described in the accompanying Schedule of Findings and Questioned Costs as item 2018-002 that we consider to be significant deficiencies.

The Board's responses to the internal control over compliance findings identified in our audit are described in the accompanying Exhibit I – Corrective Action Plans. The Board's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on them.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the audit requirements of Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

McLee, Hearne & Paiz, LLP

Cheyenne, Wyoming
December 19, 2018

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2018

I. SUMMARY OF INDEPENDENT AUDITOR’S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

- Material weakness (es) identified? Yes No
- Significant deficiency (ies) identified? Yes None Reported

Noncompliance material to financial statements noted? Yes No

Federal Awards

Internal control over major Federal programs:

- Material weakness (es) identified? Yes No
- Significant deficiency (ies) identified? Yes None Reported

Type of auditor’s report issued on compliance for major Federal programs: Unmodified

- Any audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200.516 (a)? Yes No

Identification of major Federal programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
20.106	Airport Improvement Program

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? Yes No

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

SCHEDULE OF FINDINGS AND QUESTIONED COSTS Year Ended June 30, 2018

II. FINANCIAL STATEMENT FINDINGS

2018-001: Segregation of Duties

Criteria: Internal controls are designed to safeguard assets and help prevent loss from employee dishonesty or error. A fundamental concept in an adequate system of internal control is the segregation of duties.

Condition/Context: Southwest Wyoming Regional Airport (the “Airport”) personnel currently perform incompatible duties.

Cash receipts – Collections of cash receipts are mainly made by one individual. The Business Manager receives cash payments in the mail, prepares the deposit slip, physically makes the deposit at the bank, and also records the receipt of cash.

Journal entries – The Business Manager has the ability to prepare and post journal entries prior to a review of the journal entry occurring. In addition, supporting documentation was not available for all journal entries selected for testing.

Effect: Without properly designed internal control systems, the Airport could be susceptible to misappropriations of assets (theft of money) and/or inaccurate financial reporting.

Cause: The concentration of closely related duties and responsibilities by a small staff makes it difficult to establish an adequate system of internal checks on the accuracy and reliability of the accounting records. While we recognize the Airport is not large enough to permit a segregation of duties for an effective system of internal accounting control, we believe it is important that officials be aware that the conditions do exist.

Recommendation: We recommend that current internal control policies and procedures be scrutinized to ensure that proper segregation is obtained when possible. We also recommend that the Contract Accountant continue to reconcile the monthly bank statements and to have the board review the monthly financial statements.

Views of responsible officials and planned corrective actions: Management and the Board are aware of the segregation of duties issues regarding the Business Manager’s position. Due to the small size of the Airport, management has hired a contract accountant to provide additional oversight to this role and the Board takes an active role in the financial management of the Airport and believes the proper controls are in place to mitigate risks associated with the segregation of duties issue noted above.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

SCHEDULE OF FINDINGS AND QUESTIONED COSTS Year Ended June 30, 2018

III. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

2018-002: Reporting

Catalog of Federal Assistance (CFDA) Number and Title: CFDA #20.106, <i>Airport Improvement Program</i>
Federal Agency Name: <i>U.S. Department of Transportation</i>
Pass-Through Entity Name (if applicable): <i>Wyoming Department of Transportation</i>
Award Number/Name: <i>3-56-0025-035-2017; 3-56-0025-036-2017</i>

Condition/Context: An integral part of the Rock Springs, Sweetwater County Airport Board (the “Board”) involves the use of and the reliance on the relationship established between the Board and their Contract Engineer. This is primarily evident in the preparation of the SF-425 financial reports.

One SF-425 report was due December 30, 2017. This report was not filed during the Board’s fiscal year.

Criteria: 2 CFR 200.303, Internal Controls, indicates that a “non-Federal entity must establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award.”

2 CFR 200.337 Financial reporting, indicates that required Federal financial reporting must be reported with the frequency required by the terms and conditions of the Federal award. Per the Federal award, the SF-425 reports are due quarterly.

Cause: The established control structure over these two compliance requirements was compromised when legal issues arose between the two parties. There were no mitigating controls in place to cover for the portion of the control structure tasks delegated to the contract engineer. The Business Manager noted in August of 2018 that the report was not filed and completed, and filed the report at that time.

Effect: If a non-Federal entity fails to comply with Federal statutes, regulations, or the terms and conditions of a Federal award, the Federal awarding agency may impose additional conditions, which include requiring payments as reimbursements rather than advance payments, withholding authority to proceed to the next phase until receipt of evidence of acceptable performance within a given period of performance, require additional, more detailed financial reports, require additional project monitoring, require the non-Federal entity to obtain technical or management assistance, and establish additional prior approvals.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

SCHEDULE OF FINDINGS AND QUESTIONED COSTS Year Ended June 30, 2018

If the Federal awarding agency determines that noncompliance cannot be remedied by imposing additional conditions, the Federal awarding agency may take one or more of the following actions, as appropriate in the circumstances: (a) Temporarily withhold cash payments pending correction of the deficiency by the non-Federal entity or more severe enforcement action by the Federal awarding agency. (b) Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance. (c) Wholly or partly suspend or terminate the Federal award. (d) Initiate suspension or debarment proceedings as authorized under 2 CFR part 180 and Federal awarding agency regulations (or, in the case of a pass-through entity, recommend such a proceeding be initiated by a Federal awarding agency). (e) Withhold further Federal awards for the project or program. (f) Take other remedies that may be legally available.

Identification as a Repeat Finding: No.

Recommendation: We recommend that the Airport implement mitigating controls to ensure tasks conducted by contractors are overseen by Board personnel and that documentation is retained at the Board level, rather than with the contractor.

Questioned Costs: \$0

Views of Responsible Officials: Management concurs with the finding.

Planned Corrective Actions: See further discussion in Exhibit I, Corrective Action Plans.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

**SUMMARY SCHEDULE OF PRIOR YEAR
FINANCIAL STATEMENT FINDING
Year Ended June 30, 2018**

<p align="center">PRIOR YEAR FINANCIAL STATEMENT FINDING</p>	<p align="center">STATUS</p>
<p><u>2017-001: Segregation of Duties</u></p> <p>Condition/Context: Southwest Wyoming Regional Airport personnel currently perform incompatible duties.</p> <p><i>Cash receipts</i> – Collections of cash receipts are mainly made by one individual. The Business Manager receives cash payments in the mail, prepares the deposit slip, physically makes the deposit at the bank, and also records the receipt of cash.</p> <p><i>Journal entries</i> – The Business Manager has the ability to prepare and post journal entries prior to a review of the journal entry occurring. In addition, supporting documentation was not available for all journal entries selected for testing.</p> <p>Recommendation: We recommend that current internal control policies and procedures be scrutinized to ensure that proper segregation is obtained when possible. We also recommend that the Contract Accountant continue to reconcile the monthly bank statements and to have the board review the monthly financial statements.</p>	<p>Management and the Board are aware of the segregation of duties issues regarding the Business Manager’s position. Due to the small size of the Airport, management has hired a contract accountant to provide additional oversight to this role and the Board takes an active role in the financial management of the Airport and believes the proper controls are in place to mitigate risks associated with the segregation of duties issue noted above.</p> <p>Auditor’s Comments: Based on testing of cash receipts and journal entries throughout the audit, we determined the condition still exists. As such, see finding at 2018-001.</p>

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

**SUMMARY SCHEDULE OF PRIOR YEAR
FEDERAL AWARD FINDING AND QUESTIONED COSTS
Year Ended June 30, 2018**

PRIOR YEAR FEDERAL AWARD FINDING	STATUS			
<p>2017-002: Airport Improvement Program – Reporting</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"> Catalog of Federal Assistance (CFDA) Number and Title: #20.106 Airport Improvement Program </td> </tr> <tr> <td style="padding: 2px;"> Federal Agency Name: U.S. Department of Transportation </td> </tr> <tr> <td style="padding: 2px;"> Pass-Through Entity Name (if applicable): Wyoming Department of Transportation </td> </tr> </table> <p>Condition: During testing of compliance with reporting requirements, we noted that the 2016 FAA Form 5100-127, <i>Operating and Financial Summary</i>, was submitted by the required December 31, 2016 deadline with unaudited numbers. However, after the June 30, 2016 audit was completed and issued, an amended report containing audited numbers was not filed.</p> <p>Recommendation: We recommend that the Board implement controls to ensure amended reports, as necessary, are submitted in a timely manner going forward. We further recommend that the 2016 report be amended and submitted with the audited numbers as quickly as possible.</p>	Catalog of Federal Assistance (CFDA) Number and Title: #20.106 Airport Improvement Program	Federal Agency Name: U.S. Department of Transportation	Pass-Through Entity Name (if applicable): Wyoming Department of Transportation	<p>The Board updated their internal control procedures to ensure that the FAA Form 5100-127 is filed timely and accurately with audited financial statement numbers. In addition, the Board amended and refiled the 2016 report.</p> <p>Auditor’s Comments: Based on testing performed during the current audit, this finding is resolved.</p>
Catalog of Federal Assistance (CFDA) Number and Title: #20.106 Airport Improvement Program				
Federal Agency Name: U.S. Department of Transportation				
Pass-Through Entity Name (if applicable): Wyoming Department of Transportation				



**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE WITH
REQUIREMENTS APPLICABLE TO THE PASSENGER
FACILITY CHARGE (PFC) PROGRAM AND ON
INTERNAL CONTROL OVER COMPLIANCE**

To the Members
Rock Springs – Sweetwater County Airport Board
Rock Springs, Wyoming

Report on Compliance of Passenger Facility Charges

We have audited the Rock Springs – Sweetwater County Airport Board’s (the “Board”) compliance with the compliance requirements described in the *Passenger Facility Charge Audit Guide for Public Agencies*, issued by the Federal Aviation Administration (the “Guide”), that could have a direct and material effect on its passenger facility charge program for the year ended June 30, 2018.

Management’s Responsibility

Management of the Board is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, applicable to the passenger facility charge program.

Auditor’s Responsibility

Our responsibility is to express an opinion on the Board’s compliance based on our audit of the compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the Guide. Those standards and the Guide require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on the passenger facility charge program occurred. An audit includes examining, on a test basis, evidence about the Board’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Board’s compliance with those requirements.

Opinion on the Passenger Facility Charge Program

In our opinion, the Board complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its passenger facility charge program for the year ended June 30, 2018.

Report on Internal Control over Compliance

Management of the Board is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Board's internal control over compliance with the requirements that could have a direct and material effect on the passenger facility charge program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the passenger facility charge program and to test and report on internal control over compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Board's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a Federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a Federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a Federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the Guide, this report is not suitable for any other purpose.

McGee, Hearne & Paiz, LLP

Cheyenne, Wyoming
December 19, 2018

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

**SCHEDULE OF PASSENGER FACILITY CHARGES
FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2018**

There were no Passenger Facility Charges findings in the current year.

ROCK SPRINGS – SWEETWATER COUNTY AIRPORT BOARD

**SUMMARY SCHEDULE OF PRIOR YEAR
PASSENGER FACILITY CHARGES FINDINGS
Year Ended June 30, 2018**

There were no Passenger Facility Charges findings in the prior year.

EXHIBIT I:
CORRECTIVE ACTION PLANS

ROCK SPRINGS - SWEETWATER COUNTY

A I R P O R T

The following is the corrective action plan for the *Schedule of Findings and Questioned Costs* reported in the June 30, 2018 Financial and Compliance Report for the Rock Springs – Sweetwater County Airport Board (the “Board”).

2018-001: Segregation of Duties

Condition/Context: Southwest Wyoming Regional Airport (the “Airport”) personnel currently perform incompatible duties.

Cash receipts – Collections of cash receipts are mainly made by one individual. The Business Manager receives cash payments in the mail, prepares the deposit slip, physically makes the deposit at the bank, and also records the receipt of cash.

Journal entries – The Business Manager has the ability to prepare and post journal entries prior to a review of the journal entry occurring. In addition, supporting documentation was not available for all journal entries selected for testing.

Recommendation: We recommend that current internal control policies and procedures be scrutinized to ensure that proper segregation is obtained when possible. We also recommend that the Contract Accountant continue to reconcile the monthly bank statements and to have the Board review the monthly financial statements.

Planned Corrective Action: Management and the Board are aware of the segregation of duties issues regarding the Business Manager’s position. Due to the small size of the Airport, management has hired a contract accountant to provide additional oversight to this role and the Board takes an active role in the financial management of the Airport and believes the proper controls are in place to mitigate risks associated with the segregation of duties issue noted above.

Contact: Shannon Lucero, Business Manager

Anticipated Completion Date: Effective immediately

2018-002: Reporting

Condition/Context: An integral part of the Board involves the use of and the reliance on the relationship established between the Board and their Contract Engineer. This is primarily evident in the preparation of the SF-425 financial reports.

One SF-425 report was due December 30, 2017. This report was not filed during the Board’s fiscal year.

Planned Corrective Action: We have terminated our contract with Airport Development Group and hired T-O Engineers. T-O Engineers will be handling all of the project closeout SF-425’s and the Business Manager will be handling the FFYE SF-425’s. The Business Manager has put a revolving reminder in her calendar to ensure the SF-425’s are filed on time each year.

Contact: Shannon Lucero, Business Manager

Anticipated Completion Date: Effective immediately

