

## **NORFOLK AIRPORT AUTHORITY**

**BASIC FINANCIAL STATEMENTS,  
REQUIRED SUPPLEMENTARY INFORMATION,  
SUPPLEMENTAL SCHEDULES, AND AUDIT OF  
FEDERAL AWARDS PERFORMED IN ACCORDANCE  
WITH THE UNIFORM GUIDANCE**

***As of and for the Years Ended June 30, 2020 and 2019***

***And Report of Independent Auditor***

# NORFOLK AIRPORT AUTHORITY

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**NORFOLK AIRPORT AUTHORITY**  
**BOARD OF COMMISSIONERS AND ADMINISTRATIVE OFFICIALS**

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**Board of Commissioners**

Malcolm P. Branch, Chairman  
Deborah H. Painter, Vice Chairman  
Mekbib Gameda, Treasurer  
Peter G. Decker, III  
Paul D. Frain

William L. Nusbaum  
Blythe A. Scott  
Bruce B. Smith  
Chris G. Stephanitsis  
Harold J. Cobb (Emeritus Commissioner)

**Administrative Officials**

Robert S. Bowen  
Steven C. Sterling  
Anthony E. Rondeau  
Jeffrey J. Bass  
Jarred M. Roenker  
Sheila M. Balli  
Charles W. Braden  
Shelia D. Ward

Executive Director  
Deputy Executive Director Administration & Operations  
Deputy Executive Director Engineering & Facilities  
Director of Facilities  
Director of Finance  
Director of Human Resources  
Director of Market Development  
Director of Operations

## Report of Independent Auditor

To the Board of Commissioners  
Norfolk Airport Authority

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Norfolk Airport Authority (the “Authority”), as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the Authority’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 audit 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 *Specifications for Audits of Authorities, Boards, and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Those standards and specifications 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 entity’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 entity’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 opinion.

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Norfolk Airport Authority, as of June 30, 2020 and 2019, and the respective changes in its financial position and its cash flows thereof 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, the pension and other postemployment benefits trend information, and the notes to the Required Supplementary Information, as listed in the table of contents, 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.

### *Other Information*

Our audits were conducted for the purpose of forming an opinion on the Authority's basic financial statements that collectively comprise the Authority's basic financial statements. The Introductory Section is presented for purposes of additional analysis and is not a required part of the basic financial statements. The Schedule of Expenditures of Federal Awards as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the Schedule of Passenger Facility Charge Revenues and Expenditures as required by the Passenger Facility Charge Audit Guide for Public Agencies, issued by the Federal Aviation Administration, are presented for purposes 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 Passenger Facility Charge Revenues and Expenditures 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 Passenger Facility Charge Revenues and Expenditures are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The Introductory Section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 22, 2020, on our consideration of the Authority'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 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 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 Authority's internal control over financial reporting and compliance.



Virginia Beach, Virginia  
October 22, 2020

# **NORFOLK AIRPORT AUTHORITY**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**

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The management of the Norfolk Airport Authority (the "Authority") offers readers of its basic financial statements the following narrative overview and analysis of financial activities as of and for the years ended June 30, 2020 and 2019. The following should be read in conjunction with the basic financial statements and notes thereto.

### **Basic Financial Statements**

The Authority's financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. This is a similar basis of accounting as employed by most private-sector enterprises.

The following components are included in the Authority's financial statements:

The Statements of Net Position present information on the assets, deferred outflows of resources, liabilities, and deferred inflows of resources of the Authority, with the resulting differences reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating.

The Statements of Revenues, Expenses, and Changes in Net Position report revenues and expenses, classified as operating and nonoperating, for the period. The resulting change in net position for the period is combined with the beginning of the year total net position balance in order to reconcile to the end of the year total net position.

The Statements of Cash Flows report the cash flows experienced by the Authority from operating activities, capital and related financing activities, and investing activities. The net result of the cash provided by or used in these activities for the period, added to the beginning of the year cash balance, is reconciled to the cash balance presented on the statements of net position.

The notes to the basic financial statements explain and provide additional information on the data presented in the basic financial statements as of and for the years ended June 30, 2020 and 2019.

### **The Authority and Airport Activity Highlights**

The Authority was formed in 1988 to account for the operations of the Norfolk International Airport (the "Airport"). The Airport is the primary origination and destination airport serving the Virginia Beach-Norfolk, VA-NC Combined Statistical Area. Revenues generated by Airport operations are used to meet all operating expenses and to provide for payment of all principal and interest on debt of the Authority. The Authority is authorized to finance projects by issuing bonds or obtaining loans in its own name.

The Authority leases space to various airlines on a long term basis and shares a percentage of net revenues or deficits with these airlines at the end of each year. Throughout this report, these airlines are referred to as signatory airlines. Other airlines operate on a per use basis at the Airport and are referred to as non-signatory airlines.

Fiscal year 2020 began on a high note, with total passengers increasing by 6.4% for the period of July through February. In March, the effects from COVID-19 began to impact passenger activity and as a result, the period of March through June experienced a 77.0% decline in total passengers. In total, 2,958,727 passengers used the Airport during 2020, which was a decrease of 23.4% from 2019. During 2020, the total number of destinations from the Airport was 30, including new destinations during the year of Punta Gorda/Fort Myers with Allegiant and Raleigh Durham with Frontier.

**NORFOLK AIRPORT AUTHORITY**  
**MANAGEMENT’S DISCUSSION AND ANALYSIS (UNAUDITED)**

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In response to COVID-19, the federal government passed the Coronavirus Aid, Relief, and Economic Security (“CARES”) Act in March 2020. Within the CARES Act were several provisions which provided federal funding assistance to airports, including the Authority. Through the CARES Act, the Authority was granted \$19,847,270 in funding which can be used for any legal purpose of the Authority. The Authority is using this grant to pay all debt service in FY21, with the remainder being allocated to fund salaries and benefits of Authority employees. As of June 30, 2020, the Authority had drawn down \$5,056,595 of this grant. In addition to this funding, the CARES Act also provided for all FY20 Airport Improvement Program (AIP) grants to be 100% funded by the federal government. These grants usually provide for a 10% local match. This resulted in an additional \$1,059,384 in federal funding for capital projects.

A summary of the market share by enplanements of each of the scheduled air carriers operating at the Airport for the years ended June 30, 2020, 2019, and 2018 is shown below:

<b>2020</b>		<b>2019</b>		<b>2018</b>	
American	31.8%	American	31.5%	American	33.3%
Delta	29.9%	Delta	29.7%	Delta	29.5%
United	15.7%	United	17.3%	Southwest	19.5%
Southwest	15.6%	Southwest	15.8%	United	16.0%
Allegiant	3.8%	Frontier	3.1%	Allegiant	1.7%
Frontier	3.2%	Allegiant	2.6%		
Total	<u>100%</u>	Total	<u>100%</u>	Total	<u>100%</u>

**Revenues**

A summary of the major revenues for the years ended June 30, 2020, 2019, and 2018 are shown below:

	<b>2020</b>	<b>2019</b>	<b>2018</b>
Operating revenues:			
Parking	\$ 13,591,153	\$ 16,927,094	\$ 15,465,667
Landing fees	5,754,222	6,175,569	7,699,906
Rent	6,775,095	6,377,792	7,010,567
Rental cars	5,565,567	7,246,770	6,792,428
Concessions	3,231,350	3,329,957	3,249,504
Other	895,889	1,163,852	646,989
Total Operating Revenues	<u>35,813,276</u>	<u>41,221,034</u>	<u>40,865,061</u>
Nonoperating revenues, net:			
Federal and state grants and interest	17,958,845	4,813,239	11,465,136
Passenger facility charges and interest	6,135,410	8,198,961	7,280,020
Customer facility charges	2,377,861	2,739,307	1,432,100
Interest income	2,021,389	873,150	441,259
Other income	239,859	281,822	337,694
Total Nonoperating Revenues	<u>28,733,364</u>	<u>16,906,479</u>	<u>20,956,209</u>
Total Revenues	<u>\$ 64,546,640</u>	<u>\$ 58,127,513</u>	<u>\$ 61,821,270</u>

# NORFOLK AIRPORT AUTHORITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

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### *2020 versus 2019 Financial Highlights*

Operating revenues during fiscal year 2020 decreased by \$5,407,758 to \$35,813,276, as the effects of the COVID-19 pandemic severely depressed air travel in the last four months of the fiscal year. Parking revenue decreased \$3,335,941 to \$13,591,153 due to lower passenger activity. Landing fees decreased by \$421,347 to \$5,754,222 due to application of CARES Act funding to the signatory airlines rental rates. Under the terms of the signatory airlines lease agreements, CARES Act funding serves as a reduction of the Authority's expenses. This in turn reduces airlines rates. Rent increased by \$397,303 to \$6,775,095 due to more usage of common use facilities by non-signatory airlines. Rental car revenue decreased \$1,681,203 to \$5,565,567, concessions revenue decreased \$98,607 to \$3,231,350, and other operating revenue decreased \$267,963 to \$895,889. Rental car revenue, concessions revenue, and other operating revenue decreased due to lower passenger activity.

The sharp reductions in passengers triggered a clause within rental car contracts which abated minimum annual guarantees ("MAGs") beginning in March 2020. These MAGs will remain abated until passenger traffic is greater than 75% of a prior year's comparative month. While MAGs are abated, payments are made to the Authority as a percentage of sales without a minimum value. The Authority voluntarily offered MAG relief for several other concession operators, including retail, food, and advertising concessions for the period of April – June 2020. No changes to the airlines' rent have been made aside from allocation of CARES Act funding as discussed above.

Nonoperating revenues during fiscal year 2020 increased by \$11,826,885 compared to the previous year to \$28,733,364, primarily driven by an increase in federal grants. Federal and state grants and interest increased by \$13,145,606 to \$17,958,845 as a result of CARES Act funding as well as an increase in grants reimbursing the Authority for capital projects. Passenger facility charges ("PFCs") decreased by \$2,063,551 to \$6,135,410 and Customer Facility Charges ("CFCs") decreased by \$361,446 to \$2,377,861, due to lower passenger activity. Interest income increased by \$1,148,239 to \$2,021,389 due to investment of the Series 2019 bond proceeds. Other income decreased by \$41,963 to \$239,859 as no auction was held during FY20.

### *2019 versus 2018 Financial Highlights*

Operating revenues during fiscal year 2019 increased by \$355,973 from the previous year to \$41,221,034, as the Authority experienced higher passenger generated revenues, which were partially offset by lower rates and charges to the airlines for landing fees and rent. Parking revenue increased \$1,461,427 to \$16,927,094 due to higher passenger activity. Landing fees decreased by \$1,524,337 to \$6,175,569 and rent decreased by \$632,775 to \$6,377,792 as a result of lower rates charged to the airlines. Rental car revenue increased \$454,342 to \$7,246,770 due to increases in rental car activity. Concessions revenue increased \$80,453 to \$3,329,957 due to higher passenger activity and other operating revenue increased \$516,863 to \$1,163,852 primarily due to increased usage of transportation network companies ("TNCs") in addition to rate increases on TNCs.

Nonoperating revenues during fiscal year 2019 decreased by \$4,049,730 compared to the previous year to \$16,906,479, primarily driven by a decrease in federal grants. Federal and state grants and interest decreased by \$6,651,897 as a result of a decrease in grants reimbursing the Authority for capital projects. PFCs increased by \$918,941 to \$8,198,961 due to higher passenger activity and CFCs increased by \$1,307,207 to \$2,739,307 due to an increase in the CFC rate and higher rental car activity. Interest income increased by \$431,891 to \$873,150 due to higher interest rates and other income decreased by \$55,872 to \$281,822.

**NORFOLK AIRPORT AUTHORITY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**

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**Expenses**

A summary of the major expenses for the years ended June 30, 2020, 2019, and 2018 are shown below:

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Operating Expenses:			
Salaries and fringe benefits	\$ 19,515,257	\$ 17,041,382	\$ 16,119,948
City tax assessment	2,500,000	2,500,000	2,500,000
Maintenance and repairs	2,976,372	2,993,527	3,662,659
Depreciation	12,509,605	12,673,096	10,951,169
Other expenses	<u>10,182,108</u>	<u>10,949,898</u>	<u>11,097,024</u>
Total Operating Expenses	<u>47,683,342</u>	<u>46,157,903</u>	<u>44,330,800</u>
Nonoperating Expenses:			
Bond issuance costs	-	591,587	-
Interest expense	<u>3,645,398</u>	<u>1,668,332</u>	<u>1,746,874</u>
Total Nonoperating Expenses	<u>3,645,398</u>	<u>2,259,919</u>	<u>1,746,874</u>
Total Expenses	<u>\$ 51,328,740</u>	<u>\$ 48,417,822</u>	<u>\$ 46,077,674</u>

*2020 versus 2019 Financial Highlights*

Operating expenses during fiscal year 2020 increased by \$1,525,439 from the previous year to \$47,683,342. Salaries and fringe benefits increased by \$2,473,875 to \$19,515,257 due to actuarially calculated pension expenses and pay rate increases. Maintenance and repairs decreased by \$17,155 to \$2,976,372. Depreciation decreased by \$163,491 to \$12,509,605 due to several capital assets reaching the end of their depreciation schedules. Other expenses decreased by \$767,790 to \$10,182,108, primarily due to lower advertising expenses.

In response to the reductions in passenger numbers, the Authority has taken several steps to reduce expenses. These steps include:

- Moving employee parking from the off-site lot to onsite parking and ending the shuttle bus contract.
- Closing unutilized parking facilities and reducing contract security hours.
- Instituting a mandatory furlough program within the parking department and a voluntary furlough program Authority wide.

If these expense reductions were held for an entire year, the Authority would experience cost savings of approximately \$1,700,000.

Nonoperating expenses during fiscal year 2020 increased by \$1,385,479 compared to the previous year to \$3,645,398, as fiscal year 2020 was the first full year of interest on the Series 2019 debt.

*2019 versus 2018 Financial Highlights*

Operating expenses during fiscal year 2019 increased by \$1,827,103 from the previous year to \$46,157,903. Salaries and fringe benefits increased by \$921,434 due to pay rate increases. Maintenance and repairs decreased by \$669,132 to \$2,993,527. Depreciation increased by \$1,721,927 to \$12,673,096 due to new capital asset acquisitions. Other expenses decreased by \$147,126 to \$10,949,898.

**NORFOLK AIRPORT AUTHORITY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**

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Nonoperating expenses during fiscal year 2019 increased by \$513,045 compared to the previous year to \$2,259,919, due to the debt issuance costs attributable to the Series 2019 debt issuance. This was partially offset by lower interest expense due to normal debt service payments.

**Net Position**

A summary of the major components of the statements of net position as of June 30, 2020, 2019, and 2018 is as follows:

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Current assets	\$ 50,190,666	\$ 46,763,512	\$ 45,482,174
Restricted assets	59,600,533	89,828,848	31,069,080
Capital assets, net	244,404,824	199,623,748	185,716,491
Other noncurrent assets	1,193,781	1,156,844	949,687
<b>Total Assets</b>	<u>355,389,804</u>	<u>337,372,952</u>	<u>263,217,432</u>
Deferred Outflows of Resources	4,460,899	3,012,030	1,572,687
Current liabilities	12,569,885	7,829,836	7,290,216
Amounts payable from restricted assets	5,659,661	3,464,789	3,406,677
Long-term liabilities	110,908,027	111,380,480	45,658,185
<b>Total Liabilities</b>	<u>129,137,573</u>	<u>122,675,105</u>	<u>56,355,078</u>
Deferred Inflows of Resources	617,228	831,875	1,266,730
Net investment in capital assets	177,177,505	154,275,070	142,841,719
Restricted net position	21,849,941	28,069,339	31,069,081
Unrestricted net position	31,068,456	34,533,593	33,257,511
<b>Total Net Position</b>	<u>\$ 230,095,902</u>	<u>\$ 216,878,002</u>	<u>\$ 207,168,311</u>

*2020 Versus 2019 Results*

Current assets as of June 30, 2020 were \$50,190,666, an increase of \$3,427,154, which was driven by an increase in operating capital due to operations. Restricted assets of \$59,600,533 decreased by \$30,228,315 due to capital assets additions drawing funds out of restricted accounts.

Deferred outflows of resources as of June 30, 2020 were \$4,460,899, an increase of \$1,448,869. Deferred inflows of resources as of June 30, 2020 were \$617,228, a decrease of \$214,647. The primary driver of these changes was actuarial adjustments related to the Authority's pension and other postemployment benefits ("OPEB") plans.

Current liabilities as of June 30, 2020 were \$12,569,885, an increase of \$4,740,049. This increase was primarily due to construction activity. Amounts payable from restricted assets as of June 30, 2020 were \$5,659,661, an increase of \$2,194,872, due to the timing of debt service payments. Long-term liabilities as of June 30, 2020 of \$110,908,027 decreased by \$472,453 due to debt service payments partially offset by increases in actuarially calculated pension and OPEB liabilities.

Net position as of June 30, 2020 was \$230,095,902, an increase of \$13,217,900. This increase was primarily driven by the grants, PFCs and CFCs received by the Authority during the year, partially offset by the year's operating loss.

**NORFOLK AIRPORT AUTHORITY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**

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*2019 Versus 2018 Results*

Current assets as of June 30, 2019 were \$46,763,512, an increase of \$1,281,338, which was driven by an increase in operating capital due to operations. Restricted assets of \$89,828,848 increased by \$58,759,768 as a result of the issuance of the Series 2019 debt.

Deferred outflows of resources as of June 30, 2019 were \$3,012,030, an increase of \$1,439,343. Deferred inflows of resources as of June 30, 2019 were \$831,875, a decrease of \$434,855. The primary driver of these changes was actuarial adjustments related to the Authority's pension and OPEB plans.

Current liabilities as of June 30, 2019 were \$7,829,836, an increase of \$539,620. This increase was primarily due to timing of payables. Long-term liabilities as of June 30, 2019 of \$111,380,480 increased by \$65,722,295 as a result of the issuance of the Series 2019 debt.

Net position as of June 30, 2019 was \$216,878,002, an increase of \$9,709,691. This increase was primarily driven by the capital grants, PFCs and CFCs received by the Authority during the year, partially offset by the year's operating loss.

**Capital Assets**

Capital assets include land, construction in progress, buildings, structures, improvements, roads and runways, equipment, and capitalized interest during construction periods before adoption of GASB Statement 89 in Fiscal Year 2018. Capital assets are net of related accumulated depreciation. Significant capital asset additions in the current period include ongoing construction of Parking Garage D and continuing the replacement of all passenger loading bridges. A summary of capital assets by category and the associated accumulated depreciation as of June 30, 2020, 2019, and 2018, as well as a schedule of additions and retirements for the years ended June 30, 2020, 2019, and 2018, are included as follows:

	<b>June 30</b>		
	<b>2020</b>	<b>2019</b>	<b>2018</b>
Summary of Capital Assets:			
Land	\$ 14,722,494	\$ 14,722,494	\$ 14,722,494
Buildings, structures, and improvements	283,510,200	281,956,415	275,431,417
Roads and runways	82,205,192	82,205,192	67,095,173
Equipment	45,553,290	45,210,166	45,175,179
Construction in progress	68,119,602	13,900,580	10,030,730
	<u>494,110,778</u>	<u>437,994,847</u>	<u>412,454,993</u>
Accumulated depreciation	(249,705,954)	(238,371,099)	(226,738,502)
Total	<u>\$ 244,404,824</u>	<u>\$ 199,623,748</u>	<u>\$ 185,716,491</u>

Schedule of additions and retirements:

	<b>June 30</b>		
	<b>2020</b>	<b>2019</b>	<b>2018</b>
Capital assets, beginning of year	\$ 199,623,748	\$ 185,716,491	\$ 181,313,276
Additions	57,377,708	26,580,353	15,354,384
Retirements	(87,027)	-	-
Depreciation	(12,509,605)	(12,673,096)	(10,951,169)
Capital assets, end of year	<u>\$ 244,404,824</u>	<u>\$ 199,623,748</u>	<u>\$ 185,716,491</u>

# **NORFOLK AIRPORT AUTHORITY**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**

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Major projects underway as of June 30, 2020 include construction of Garage D, replacement of most passenger loading bridges, and the rehabilitation of Taxiway C. Garage D construction is being funded by proceeds from the Series 2019 debt issuance and cash that has been set aside for this project. The passenger loading bridge replacements are being funded by PFCs. Taxiway C rehabilitation is being funded via AIP and State grants. Approval was granted within the fiscal year 2021 budget for capital expenditures worth approximately \$24,665,000. Most of the funding for these projects will come from a mix of federal grants and state grants. Proceeding with projects that are primarily funded by Authority funds will happen on a case by case basis and will consider the current financial situation of the Authority. See footnote four within the notes to basic financial statements section for further information.

### **Capital Financing and Debt Management**

The Authority finances capital projects through a combination of revenues, federal and state grants, PFCs, CFCs, and revenue bonds. During 2020, the Authority issued a revolving line of credit with STI Institutional & Government, Inc. (a subsidiary of Truist Financial Corp.). This line of credit has a maximum outstanding principal amount of \$30,000,000 and was issued to provide interim financing for capital projects.

The Authority's Series 2019 bonds are rated A3 (stable outlook) by Moody's and A- (negative outlook) by Standard & Poor's. The Authority's Series 2011 bonds are rated A3 by Moody's with a stable outlook.

The Authority, through its Master Indenture of Trust, has agreed to maintain debt service coverage of not less than 1.25. Debt service coverage is calculated as defined in the Master Indenture of Trust. Historically, the Authority has maintained a coverage ratio significantly higher than its requirement. For 2020, 2019, and 2018, the Authority's debt service coverage was 2.94, 3.30, and 2.84, respectively. See footnote six within the notes to basic financial statements section for further information.

### **Economic Factors**

The Virginia Beach-Norfolk CSA contains a dynamic mix of economic activity. Included within its boundaries are the Port of Virginia, tourism destinations in Virginia Beach and the North Carolina Outer Banks, and a significant military presence anchored by Naval Station Norfolk – the largest naval base in the world. Additionally, the region is the headquarters for three Fortune 500 companies.

The outlook for fiscal year 2021 appears to be one of slow but steady recovery. The first quarter of FY21 saw passenger counts that were 59.2% lower than FY20. However, each successive month of FY21 has seen a higher percentage of travelers as compared to FY20. July 2020 saw 35.8% of passengers as compared to July 2019, August 2020 saw 41.0% of passengers as compared to August 2019, and September 2020 saw 47.1% of passengers as compared to September 2019. The number of airlines operating at the Airport has held steady from the prior year, with six passenger airlines and two cargo airlines operating at the Airport.

Air travel is particularly sensitive to regulatory changes and operating costs changes (especially fuel costs), which can cause significant fluctuations in passenger counts. Other economic risks to the Authority include federal government spending or tourism declines along with the unknown long term effects of the COVID-19 pandemic.

### **Contacting the Authority's Financial Management**

This financial report is designed to provide interested parties with a general overview of the Authority finances. Should you have any questions about this report or need additional information, please contact the Norfolk Airport Authority, Attention: Jarred M. Roenker, Director of Finance, 2200 Norview Avenue, Norfolk, VA 23518-5807. Alternatively, information about the operation of the Authority can be obtained via the internet at [www.norfolkairport.com](http://www.norfolkairport.com).

**NORFOLK AIRPORT AUTHORITY**  
**STATEMENTS OF NET POSITION**

*JUNE 30, 2020 AND 2019*

	<b>2020</b>	<b>2019</b>
<b>ASSETS</b>		
Current Assets:		
Cash and cash equivalents	\$ 32,649,894	\$ 28,466,576
Investments	12,669,990	12,850,283
Accounts receivable, net	1,747,451	2,793,650
Grants receivable	2,968,493	54,614
Prepaid expenses	154,838	2,598,389
Total Current Assets	<u>50,190,666</u>	<u>46,763,512</u>
Restricted Assets:		
Cash and cash equivalents	25,708,222	83,975,907
Investments	33,637,048	4,510,000
Passenger facility charges receivable	255,263	1,342,941
Total Restricted Assets	<u>59,600,533</u>	<u>89,828,848</u>
Capital Assets:		
Land	14,722,494	14,722,494
Buildings, structures, and improvements	283,510,200	281,956,415
Roads and runways	82,205,192	82,205,192
Equipment	45,553,290	45,210,166
Construction in progress	68,119,602	13,900,580
	<u>494,110,778</u>	<u>437,994,847</u>
Less accumulated depreciation	<u>(249,705,954)</u>	<u>(238,371,099)</u>
Total Capital Assets, Net	<u>244,404,824</u>	<u>199,623,748</u>
Bond insurance costs, net	16,101	25,755
Other assets	1,177,680	1,131,089
Total Assets	<u>\$ 355,389,804</u>	<u>\$ 337,372,952</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred amount on refunding	56,249	79,134
Deferred outflows related to pensions	3,877,916	2,571,896
Deferred outflows related to OPEB plans	526,734	361,000
Total Deferred Outflows of Resources	<u>\$ 4,460,899</u>	<u>\$ 3,012,030</u>

The accompanying notes to the basic financial statements are an integral part of these statements.

**NORFOLK AIRPORT AUTHORITY**  
**STATEMENTS OF NET POSITION (CONTINUED)**

*JUNE 30, 2020 AND 2019*

	<b>2020</b>	<b>2019</b>
<b>LIABILITIES</b>		
Current Liabilities:		
Accounts payable	\$ 8,062,556	\$ 2,267,984
Accrued leave and wages	2,517,620	2,156,275
Other accrued expenses	480,095	618,510
Surplus payable to airlines	1,509,614	2,787,067
Total Current Liabilities	<u>12,569,885</u>	<u>7,829,836</u>
Amounts Payable from Restricted Assets:		
Accrued interest	2,210,068	899,525
Current portion of bonds payable	3,449,593	2,565,264
Total Amounts Payable from Restricted Assets	<u>5,659,661</u>	<u>3,464,789</u>
Long-Term Liabilities:		
Bonds payable, less current portion	100,147,804	103,748,289
Net pension liability	7,847,977	5,066,725
Net OPEB liability	2,164,293	1,968,000
Other long-term liabilities	747,953	597,466
Total Long-Term Liabilities	<u>110,908,027</u>	<u>111,380,480</u>
Total Liabilities	<u>\$ 129,137,573</u>	<u>\$ 122,675,105</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflows related to pensions	\$ 418,694	\$ 615,875
Deferred inflows related to OPEB plans	198,534	216,000
Total Deferred Inflows of Resources	<u>\$ 617,228</u>	<u>\$ 831,875</u>
<b>NET POSITION</b>		
Net investment in capital assets	\$ 177,177,505	\$ 154,275,070
Restricted for:		
Capital projects	13,937,073	20,268,230
Debt service	7,912,868	7,801,109
Unrestricted	31,068,456	34,533,593
Total Net Position	<u>\$ 230,095,902</u>	<u>\$ 216,878,002</u>

The accompanying notes to the basic financial statements are an integral part of these statements.

# NORFOLK AIRPORT AUTHORITY

## STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

YEARS ENDED JUNE 30, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
Operating revenues:		
Parking	\$ 13,591,153	\$ 16,927,094
Landing fees	5,754,222	6,175,569
Rent	6,775,095	6,377,792
Rental cars	5,565,567	7,246,770
Concessions	3,231,350	3,329,957
Other	895,889	1,163,852
Total operating revenues	<u>35,813,276</u>	<u>41,221,034</u>
Operating expenses:		
Salaries and fringe benefits	19,515,257	17,041,382
Depreciation	12,509,605	12,673,096
Utilities	2,426,925	2,780,341
Maintenance and repairs	2,976,372	2,993,527
Administrative	696,070	761,721
Professional services	455,675	547,797
Advertising and promotion	329,042	972,555
Insurance	909,811	732,597
Security and other services	3,772,184	3,957,952
Sanitation	1,109,669	773,408
City tax assessment	2,500,000	2,500,000
Other	482,732	423,527
Total operating expenses	<u>47,683,342</u>	<u>46,157,903</u>
Operating loss	<u>(11,870,066)</u>	<u>(4,936,869)</u>
Nonoperating revenues (expenses):		
Federal grant revenues	15,814,021	2,645,036
State grant revenues	2,071,479	2,000,000
Passenger facility charges	5,926,222	7,934,573
Customer facility charges	2,377,861	2,739,307
State grant interest income	73,345	168,203
Passenger facility charges interest income	209,188	264,388
Interest income	2,021,389	873,150
Other income	239,859	281,822
Bond issuance costs	-	(591,587)
Interest expense	(3,645,398)	(1,668,332)
Net nonoperating revenues	<u>25,087,966</u>	<u>14,646,560</u>
Change in net position	13,217,900	9,709,691
Total net position, beginning of the year	<u>216,878,002</u>	<u>207,168,311</u>
Total net position, end of the year	<u>\$ 230,095,902</u>	<u>\$ 216,878,002</u>

The accompanying notes to the basic financial statements are an integral part of these statements.

**NORFOLK AIRPORT AUTHORITY**  
**STATEMENTS OF CASH FLOWS**

YEARS ENDED JUNE 30, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
<b>Cash flows from operating activities:</b>		
Collections from customers	\$ 36,859,475	\$ 41,448,490
Payments to employees for services	(18,001,183)	(16,665,231)
Payments for city tax assessment	(2,500,000)	(2,500,000)
Payments to suppliers	(11,896,725)	(15,293,238)
Net cash provided by operating activities	<u>4,461,567</u>	<u>6,990,021</u>
<b>Cash flows from capital and related financing activities:</b>		
Principal payments on bonds	(2,580,605)	(2,452,461)
Issuance of bonds	757,003	66,876,110
Acquisition of capital assets	(51,487,870)	(25,689,266)
Proceeds from the sale of equipment	-	31,050
Interest paid on debt	(3,194,870)	(1,858,564)
Passenger facility charges	7,013,900	7,819,038
Customer facility charges	2,377,861	2,739,307
Federal and state grants received	14,971,621	4,669,362
Bond issuance costs	-	(591,587)
Net cash (used in) provided by capital and related financing activities	<u>(32,142,960)</u>	<u>51,542,989</u>
<b>Cash flows from investing activities:</b>		
Investment income	2,543,781	1,610,897
Purchases of investments	(140,280,970)	(63,012,257)
Proceeds from maturities of investments	111,334,215	62,299,218
Net cash (used in) provided by investing activities	<u>(26,402,974)</u>	<u>897,858</u>
Net (decrease) increase in cash and restricted cash	(54,084,367)	59,430,868
Cash and restricted cash, beginning of year	112,442,483	53,011,615
Cash and restricted cash, end of year	<u>\$ 58,358,116</u>	<u>\$ 112,442,483</u>
<b>Cash and cash equivalents are presented in the accompanying statements of net position as follows:</b>		
Cash	\$ 32,649,894	\$ 28,466,576
Restricted cash	<u>25,708,222</u>	<u>83,975,907</u>
	<u>\$ 58,358,116</u>	<u>\$ 112,442,483</u>

The accompanying notes to the basic financial statements are an integral part of these statements.

**NORFOLK AIRPORT AUTHORITY**  
**STATEMENTS OF CASH FLOWS (CONTINUED)**

YEARS ENDED JUNE 30, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
<b>Reconciliation of operating loss to net cash provided by operating activities:</b>		
Operating loss	\$ (11,870,066)	\$ (4,936,869)
Adjustments to reconcile operating loss to net cash provided by operating activities:		
Depreciation	12,509,605	12,673,096
Loss (gain) on disposal of capital assets	87,027	(31,050)
Decrease (increase) in operating assets:		
Accounts receivable	1,046,199	227,456
Prepaid expenses	2,443,551	(56,780)
Other assets	(46,591)	(219,088)
Increase (decrease) in operating liabilities:		
Accounts payable	(95,266)	(576,245)
Accrued leave and wages	361,345	93,174
Other accrued expenses	(138,415)	502,376
Surplus payable to airlines	(1,277,453)	(370,772)
Net pension liability	1,278,051	(212,399)
Net OPEB liability	13,093	(7,000)
Other liabilities	150,487	(95,878)
Net cash provided by operating activities	<u>\$ 4,461,567</u>	<u>\$ 6,990,021</u>

**Supplemental disclosure of noncash capital and related financing activities:**

The Authority incurred noncash capital expenditures related to construction in progress in the amount of \$7,780,979 and \$1,891,141 that are included in accounts payable as of June 30, 2020 and 2019, respectively.

The accompanying notes to the basic financial statements are an integral part of these statements.

# NORFOLK AIRPORT AUTHORITY

## NOTES TO BASIC FINANCIAL STATEMENTS

JUNE 30, 2020 AND 2019

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### **(1) Summary of Significant Accounting Policies**

#### **(a) Organization and Purpose**

The Norfolk Airport Authority (the "Authority") was formed on April 4, 1988 from the Norfolk Port and Industrial Authority to account for the operations of the Norfolk International Airport (the "Airport"). The Authority is an independent subdivision of the Commonwealth of Virginia. Revenues generated by Airport operations are used to meet all operating expenses and to provide for payment of all principal and interest on debt of the Authority. The Authority is authorized to finance projects by issuing bonds or obtaining loans in its own name.

#### **(b) Basis of Accounting**

The Authority prepares its financial statements in conformity with accounting principles generally accepted in the United States of America ("U.S. GAAP") as applied to governmental entities. The Governmental Accounting Standards Board ("GASB") is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The Authority uses the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Current assets include cash and amounts convertible to cash during the next normal operating cycle, or one year. Current liabilities include those obligations to be liquidated with current assets. The Authority generally uses restricted assets first for expenses incurred for which both restricted and unrestricted assets are available. The Authority may defer the use of restricted assets based on a review of the specific transaction.

#### **(c) Revenue Recognition**

Rentals and concession fees are generated from airlines, parking structures and lots, food service, rental cars, fixed-base operators, and other commercial operators and are included in the applicable operating revenue accounts. Leases are accounted for as operating leases and generally require rentals based on the volume of business, with specified minimum rentals. Rental revenue is recognized over the life of the respective leases, and concession revenue is recognized based on reported concessionaire revenue.

#### **(d) Cash and Cash Equivalents**

The Authority considers all highly liquid debt instruments purchased with original maturities of three months or less to be cash equivalents.

#### **(e) Accounts Receivable**

Accounts receivable are reported when earned, net of estimated uncollectible amounts. An allowance for doubtful accounts is established based on management estimates of uncollectible revenue billings, if any. As a customer's balance is deemed uncollectible, the receivable is offset against this allowance. Subsequent receipt of a receivable previously written off is applied to this allowance. The allowance for doubtful accounts as of June 30, 2020 was \$32,868. There was no allowance for doubtful accounts as of June 30, 2019.

# NORFOLK AIRPORT AUTHORITY

## NOTES TO BASIC FINANCIAL STATEMENTS

JUNE 30, 2020 AND 2019

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### **(f) Capital Assets**

Capital assets with an initial individual cost of \$10,000 or more are capitalized at cost. The Authority provides for depreciation of all capital assets by the straight-line method over estimated useful lives as follows:

Buildings and structures	20 to 50 years
Improvements	5 to 30 years
Roads and runways	10 to 40 years
Equipment	3 to 50 years

Major renewals and improvements that extend a capital asset's useful life are capitalized; maintenance and repairs are expensed when incurred.

When a capital asset is retired or otherwise disposed of, the related cost and accumulated depreciation are eliminated from the accounts and any resulting gain or loss is reflected in operating revenues or expenses.

### **(g) Bond Premiums, Discounts and Issuance Costs**

Bond premiums and discounts incurred to issue debt are capitalized and amortized as interest expense over the related bond issue period using the effective interest method. With the exception of prepaid bond insurance costs discussed in item (i) below, bond issuance costs are expensed in the period incurred.

### **(h) Deferred Outflows/Inflows of Resources**

In addition to assets, the Statements of Net Position contains a separate section for deferred outflows of resources, which represent a consumption of net position that applies to a future period and will be recognized as an outflow of resources in a future period. The Authority recognizes deferred outflows for debt refundings, pension plans, and other postemployment benefits ("OPEB") plans.

In addition to liabilities, the Statements of Net Position contains a separate section for deferred inflows of resources, which represent an acquisition of net position that applies to a future period and will be recognized as an inflow of resources in a future period. The Authority recognizes deferred inflows for pension, and OPEB plans. Deferred outflows of resources for debt refundings are amortized over the shorter maturity of the refunded or refunding debt. The pension and OPEB deferred inflows and outflows related to the difference between expected and actual experience, changes in assumptions, and changes in proportion are recognized using a systematic and rational method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions and OPEB through the plans. The pension and OPEB deferred inflows and outflows related to the difference between projected and actual earnings are recognized using a systematic and rational method over a closed five-year period. The pension and OPEB deferred outflows of resources related to contributions subsequent to the measurement date are recognized as a reduction of the net pension and OPEB liabilities in the subsequent fiscal year.

### **(i) Bond Insurance Costs**

Bond insurance costs are amortized on the effective-interest method over the life of the debt to which it relates.

# NORFOLK AIRPORT AUTHORITY

## NOTES TO BASIC FINANCIAL STATEMENTS

JUNE 30, 2020 AND 2019

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### **(j) Operating Revenues and Expenses**

Operating revenues and expenses consist of all revenue and expenses not related to capital and related financing or investing transactions.

### **(k) Use of Estimates**

The preparation of the financial statements requires management to make a number of estimates and assumptions related to reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources, and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses and changes in net position during the reporting period. Significant items subject to such estimates include the valuation allowance for receivables; and assets and obligations related to employee benefits. Actual results could differ from those estimates.

### **(l) Pensions**

The Authority participates in the Virginia Retirement System (“VRS”), an agent multiple-employer public employee retirement system with separate agent multiple pools for each locality, which acts as a common investment and administrative agent for political subdivisions in the Commonwealth of Virginia. 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 Authority’s Retirement Plan and the additions to/deductions from the Authority’s Retirement Plan’s fiduciary net position have been determined on the same basis as they were reported by the VRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when paid in accordance with the benefit terms. Investments are reported at fair value.

### **(m) OPEB Plans**

#### **(i) Group Life Insurance**

The VRS Group Life Insurance (“GLI”) Program is a multiple employer, cost-sharing plan. It provides coverage to state employees, teachers, and employees of participating political subdivisions. The GLI Program was established pursuant to §51.1-500 et seq. of the Code of Virginia, as amended, and which provides the authority under which benefit terms are established or may be amended. The GLI Program is a defined benefit plan that provides a basic group life insurance benefit for employees of participating employers.

#### **(ii) Line of Duty Act Program**

The VRS Line of Duty Act Program (“LODA”) is a multiple-employer, cost-sharing plan. The Line of Duty Act Program was established pursuant to §9.1-400 et seq. of the Code of Virginia, as amended, and which provides the authority under which benefit terms are established or may be amended. The LODA Program provides death and health insurance benefits to eligible state employees and local government employees, including volunteers, who die or become disabled as a result of the performance of their duties as a public safety officer. In addition, health insurance benefits are provided to eligible survivors and family members.

# NORFOLK AIRPORT AUTHORITY

## NOTES TO BASIC FINANCIAL STATEMENTS

JUNE 30, 2020 AND 2019

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(iii) *Political Subdivision Employee Virginia Local Disability Program*

The VRS Political Subdivision Employee Virginia Local Disability Program (“VLDP”) is a multiple-employer, cost-sharing plan. All full-time, salaried general employees; including local law enforcement officers, firefighters, or emergency medical technicians of political subdivisions who do not provide enhanced hazardous duty benefits; who are in the VRS Hybrid Retirement Plan benefit structure and whose employer has not elected to opt out of the VRS-sponsored program are automatically covered by the VLDP. This plan is administered by the VRS, along with pension and other OPEB plans, for eligible public employer groups in the Commonwealth of Virginia. Political subdivisions are required by Title 51.1 of the Code of Virginia, as amended to provide short-term and long-term disability benefits for their Hybrid employees either through a local plan or through the VLDP.

For purposes of measuring the net GLI, LODA and VLDP Programs’ corresponding OPEB liability, each individual plan’s deferred outflows of resources and deferred inflows of resources related to the OPEB, and OPEB expense, information about the fiduciary net position of the OPEB and the additions to/deductions from the OPEB’s net fiduciary position have been determined on the same basis as they were reported by VRS. In addition, benefit payments are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

(n) **Fair Value**

The Authority utilizes valuation techniques that maximize the use of observable inputs and minimize the use of unobservable inputs to the extent possible. The Authority determines fair value based on assumptions that market participants would use in pricing an asset or liability in the principal or most advantageous market.

When considering market participant assumptions in fair value measurements, the following fair value hierarchy distinguishes between observable and unobservable inputs, which are categorized in one of the following levels:

- Level 1 Inputs: Unadjusted quoted prices in active markets for identical assets or liabilities accessible to the reporting entity at measurement date.
- Level 2 Inputs: Other than quoted prices included in Level 1 inputs that are observable for the asset or liability, either directly or indirectly, for substantively the full term of the asset or liability.
- Level 3 Inputs: Unobservable inputs for the asset or liability used to measure fair value to the extent that observable inputs are not available, thereby allowing for situations in which there is little, if any, market activity for the asset or liability at measurement date.

The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identified assets or liabilities (Level 1 measurements) and the lowest priority to measurements involving significant unobservable inputs (Level 3 measurements).

The level in the fair value hierarchy within which a fair value measurement, in its entirety falls in, is based on the lowest level input that is significant to the fair value measurement in its entirety.

Portfolio investments are assigned a level based upon the observability of the inputs which are significant to the overall valuation. The inputs or methodology used for valuing securities are not necessarily an indication of the risk associated with investing in those securities.

# NORFOLK AIRPORT AUTHORITY

## NOTES TO BASIC FINANCIAL STATEMENTS

JUNE 30, 2020 AND 2019

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### **(2) Deposits and Investments**

The Authority maintains several restricted cash and investment funds in addition to its operating funds. These funds are disclosed on the accompanying Statements of Net Position as cash and cash equivalents and investments.

The Code of Virginia authorizes the Authority to invest in certificates of deposit with national banks located within the Commonwealth of Virginia, obligations of the United States or its agencies, obligations of the Commonwealth of Virginia or its political subdivisions, and certain other investments.

#### **(a) Deposits**

The carrying values of the Authority's deposits with banks were \$58,358,116 and \$112,442,483 and the bank balances were \$58,686,923 and \$115,304,535 at June 30, 2020 and 2019, respectively. The entire bank balance was covered by federal depository insurance or collateralized in accordance with the Virginia Security for Public Deposits Act (the "Act"). In accordance with the Act, the depository institution pledged collateral in the form of federal agency obligations with a market value equal to 110% of the Authority's deposits with a third-party trustee in the name of the Treasurer of the Commonwealth of Virginia. In the event that the banking institution fails, the Treasurer will take possession of the collateral, liquidate it and reimburse the Authority up to the value of its deposits. The State Treasury Board is responsible for monitoring compliance with the collateralization and reporting requirements of the Act and for notifying local governments of compliance by banks.

#### **(b) Investments**

The Authority's investment policy (the "Policy") permits investments and investment practices that meet or exceed all statutes governing the investment of public funds in Virginia and any investment restrictions imposed by bond covenants. The Policy establishes limitations on the investment options to include U.S. government obligations, Commonwealth of Virginia Local Government Investment Pool ("LGIP"), prime quality commercial paper, and certain corporate notes, banker's, acceptances, repurchase agreements, negotiable certificates of deposit, bank deposit notes, and mutual funds that invest exclusively in securities specifically permitted by the Code of Virginia.

#### **(c) Credit Risk**

Credit risk is defined as the risk that an issuer or other counterparty to an investment will not fulfill its obligations. As required by state statute, the Policy requires that commercial paper have a short-term debt rating of no less than "A-1" (or its equivalent) from at least two of the following: Moody's Investors Service, Standard & Poor's, Fitch Ratings, and Duff & Phelps. Corporate notes, negotiable certificates of deposit, and bank deposit notes maturing in less than one year must have a short-term debt rating of at least "A-1" by Standard & Poor's and "P-1" by Moody's Investors Service. Notes having a maturity of greater than one year must be rated "AA" by Standard & Poor's and "Aa" by Moody's Investors Service.

As of June 30, 2020, the Standard & Poor's ratings on the Authority's rated securities included 37.7% of AAAM, 1.2% of AAA, 41.7% of AA+, 1.6% of AA, 1.2% of AA-, 7.8% of A-1+, and 8.8% of A-1.

**NORFOLK AIRPORT AUTHORITY**  
**NOTES TO BASIC FINANCIAL STATEMENTS**

JUNE 30, 2020 AND 2019

**(d) Concentration of Credit Risk**

The Policy establishes limitations on portfolio composition by issuer in order to control concentration of credit risk. No more than 5% of the Authority's portfolio will be invested in the securities of any single issuer with the following exceptions:

U.S. Treasury	100% maximum
Each federal agency	35% maximum
Each repurchase agreement counterparty	25% maximum
LGIP	75% maximum
Registered investments (mutual funds)	75% maximum

As of June 30, 2020, the Authority's portfolio was invested as follows:

Issuer	Percentage of portfolio
U.S. Treasury	62.6 %
Commercial paper	22.8
Corporate notes	14.6
	100.0 %

**(e) Interest Rate Risk**

Interest rate risk is defined as the risk that changes in interest rates will adversely affect the fair value of an investment. The Authority's policy limits the investment of funds as a means of limiting exposure to fair value losses arising from permitted investments with a stated maturity of no more than five years from the date of purchase. To control the volatility of investments, a duration target not to exceed three years is determined for the core portfolio.

Proceeds from the sale of bonds issued by the Authority shall be invested in compliance with the specific requirements of the bond covenants without further restriction as to the maximum term of securities purchased.

As of June 30, 2020, the carrying values and weighted average maturity of the Authority's investments were as follows:

Investment type	Fair value	Weighted average maturity in years
U.S. Treasury securities	\$ 28,990,269	0.49
Commercial paper	10,552,106	0.17
Corporate notes	6,764,663	0.46
Total investments	\$ 46,307,038	

**NORFOLK AIRPORT AUTHORITY**  
**NOTES TO BASIC FINANCIAL STATEMENTS**

JUNE 30, 2020 AND 2019

**(f) Custodial Credit Risk**

Custodial credit risk for deposits is defined as the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of the outside party. The custodial credit risk for investments is defined as the risk that, in the event of failure of the counterparty to a transaction, a government will not be able to recover the value of the investment or collateral securities that are in the possession of an outside party. The Policy requires that all investment securities purchased by the Authority or held as collateral on deposits or investments shall be held in third-party safekeeping at a qualified public depository that may not otherwise be a counterparty to the investment transaction.

As of June 30, 2020, all the Authority's investments were held in a bank's trust department in the Authority's name.

**(g) Summary of Deposits and Investments**

A reconciliation of the carrying value of deposits and investments reported above to amounts reported in the statements of net position at June 30, 2020 and 2019 is as follows:

	<u>2020</u>	<u>2019</u>
Deposits	\$ 58,358,116	\$ 112,442,483
Investments	46,307,038	17,360,283
	<u>\$ 104,665,154</u>	<u>\$ 129,802,766</u>
Current Assets:		
Cash and cash equivalents	\$ 32,649,894	\$ 28,466,576
Investments	12,669,990	12,850,283
Restricted Assets:		
Cash and cash equivalents	25,708,222	83,975,907
Investments	33,637,048	4,510,000
	<u>\$ 104,665,154</u>	<u>\$ 129,802,766</u>

**(h) Fair Value Measurements**

The Authority has the following recurring fair value measurements as of June 30, 2020:

U.S. Treasury securities, commercial paper, and corporate notes of \$46,307,038 are valued using a matrix pricing model (Level 2 inputs).

**(3) Restricted Assets**

The Authority received \$2,000,000 during both fiscal years 2020 and 2019 from the Commonwealth Airport Fund (State block grant) for the Authority's use in financing capital asset additions. These funds are provided in advance of actual expenditure or specific project approval based on the relative size of each of the Commonwealth's air carrier airports and are restricted for expenditures on qualifying projects.

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The trust indenture securing the Series 2011 and Series 2019 Bonds Payable requires segregation of certain assets into restricted accounts. These restricted accounts include a construction account holding funds for the design and construction of capital improvements, a capitalized interest account, a debt service reserve account, and a cost of issuance account. The passenger facility charge cash and receivable accounts are also restricted assets as there are federal restrictions on how these funds may be disposed. All cash and investments are held by the following financial institutions: US Bank, SunTrust Bank, and the Virginia Department of the Treasury's LGIP. Restricted assets consist of the following at June 30, 2020 and 2019:

	<b>2020</b>	<b>2019</b>
State block grant account	\$ 4,968,729	\$ 4,527,348
Bond ordinance related	45,663,660	69,560,618
Passenger facility charges account	8,655,857	14,359,290
Passenger facility charges receivable	255,263	1,342,941
Other restricted assets	57,024	38,651
Restricted assets	<u>\$ 59,600,533</u>	<u>\$ 89,828,848</u>

The current authorization from the Federal Aviation Administration ("FAA") permits the Authority to collect Passenger Facility Charges ("PFC") of \$4.50 per eligible enplaned passenger up to an aggregate amount of \$150,029,994 with an estimated final collection date of January 1, 2023. The net receipts from PFC are accounted for on the accrual basis of accounting and are restricted to use on FAA-approved projects. Unexpended PFC and related interest are included as restricted net position for projects that are approved by the FAA.

**(4) Capital Assets**

The following is a summary of the changes in capital assets for the years ended June 30, 2020 and 2019:

	<b>Balances, June 30, 2019</b>	<b>Increases</b>	<b>Decreases</b>	<b>Balances, June 30, 2020</b>
Capital assets not being depreciated:				
Land	\$ 14,722,494	\$ -	\$ -	\$ 14,722,494
Construction in progress	13,900,580	57,198,160	(2,979,138)	68,119,602
	<u>28,623,074</u>	<u>57,198,160</u>	<u>(2,979,138)</u>	<u>82,842,096</u>
Capital assets being depreciated:				
Building, structures, and improvements	281,956,415	1,553,785	-	283,510,200
Roads and runways	82,205,192	-	-	82,205,192
Equipment	45,210,166	1,604,901	(1,261,777)	45,553,290
Less accumulated depreciation for:				
Building, structures, and improvements	(145,975,682)	(8,926,116)	-	(154,901,798)
Roads and runways	(59,567,408)	(1,689,440)	-	(61,256,848)
Equipment	(32,828,009)	(1,894,049)	1,174,750	(33,547,308)
	<u>171,000,674</u>	<u>(9,350,919)</u>	<u>(87,027)</u>	<u>161,562,728</u>
Capital assets, net	<u>\$ 199,623,748</u>	<u>\$ 47,847,241</u>	<u>\$ (3,066,165)</u>	<u>\$ 244,404,824</u>

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	<u>Balances, June 30, 2018</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balances, June 30, 2019</u>
Capital assets not being depreciated:				
Land	\$ 14,722,494	\$ -	\$ -	\$ 14,722,494
Construction in progress	10,030,730	26,275,614	(22,405,764)	13,900,580
	<u>24,753,224</u>	<u>26,275,614</u>	<u>(22,405,764)</u>	<u>28,623,074</u>
Capital assets being depreciated:				
Building, structures, and improvements	275,431,417	7,117,370	(592,372)	281,956,415
Roads and runways	67,095,173	15,110,019	-	82,205,192
Equipment	45,175,179	483,114	(448,127)	45,210,166
Less accumulated depreciation for:				
Building, structures, and improvements	(137,728,035)	(8,840,019)	592,372	(145,975,682)
Roads and runways	(57,720,641)	(1,846,767)	-	(59,567,408)
Equipment	(31,289,826)	(1,986,310)	448,127	(32,828,009)
	<u>160,963,267</u>	<u>10,037,407</u>	<u>-</u>	<u>171,000,674</u>
Capital assets, net	<u>\$185,716,491</u>	<u>\$ 36,313,021</u>	<u>\$ (22,405,764)</u>	<u>\$199,623,748</u>

Depreciation expense for the years ended June 30, 2020 and 2019 was \$12,509,605 and \$12,673,096, respectively.

**(5) Bond Insurance Costs**

At June 30, 2020, the gross carrying amount and accumulated amortization of bond insurance costs was \$678,110 and \$662,009, respectively. At June 30, 2019, the gross carrying amount and accumulated amortization of bond insurance costs was \$678,110 and \$652,355, respectively. Amortization expense for the years ended June 30, 2020 and 2019 was \$9,654 and \$11,931, respectively, and is included in interest expense on the Statement of Revenues, Expenses, and Changes in Net Position.

**(6) Bonds Payable**

Bonds payable comprise the following at June 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Series 2011 Bonds payable	\$ 36,300,000	\$ 38,775,000
Series 2019 Bonds payable	54,435,000	54,435,000
Line of Credit payable	757,003	-
VRA Bonds payable	-	105,605
	<u>91,492,003</u>	<u>93,315,605</u>
Unamortized premium	12,105,394	12,997,948
	<u>\$ 103,597,397</u>	<u>\$ 106,313,553</u>

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In June 2020, the Authority entered into a Subordinate Lien Revolving Line of Credit with STI Institutional & Government, Inc. (a subsidiary of Truist Financial Corporation). This Line of Credit has a maximum principal sum outstanding of \$30,000,000 and a term of five years. The proceeds from the Line of Credit are being used as short-term financing for capital projects. The Line of Credit is secured by a Lien on General Revenues on a subordinate basis from general revenues and CFC revenues of the Authority and certain funds and accounts established under the indenture. Under the terms of the Line of Credit, interest payments are due monthly and principal payments are due at the maturity date of June 2025. Interest is variable and is calculated each month as 79% of the sum of LIBOR plus 69 basis points. The interest rate is subject to a minimum rate of 1.14%.

In June 2019, the Authority completed the sale of \$54,435,000 Airport Revenue Bonds Series 2019 (Non-AMT). Proceeds of the Series 2019 Bonds are being used to construct the Authority's new parking garage D. The Series 2019 Bonds are payable from general revenues and CFC revenues of the Authority and certain funds and accounts established under the indenture. Principal payments on the Series 2019 Bonds are due on July 1 of each year beginning on July 1, 2022 through July 1, 2043. Interest is payable on the bonds on January 1 and July 1 of each year, beginning on January 1, 2020, with an interest rate of 5.00% during the term of the bonds. The bond resolutions include reserve requirements, including the requirement that total revenues provide for 100% of operating expenses and net revenues provide at least 125% of the debt service requirement for the following year.

In June 2011, the Authority completed the sale of \$18,300,000 Airport Revenue Bonds Series 2011A (Non-AMT) and \$25,025,000 Airport Revenue Bonds Series 2011B (AMT). In October 2011, the Authority completed the sale of \$25,960,000 Airport Revenue Bonds Series 2011C (Non-AMT). Proceeds of the Series 2011 Bonds were used to defease and refund its previously outstanding Series 2001 Bonds. The Series 2011 Bonds are payable from general revenues and PFC revenues of the Authority and certain funds and accounts established under the indenture. Principal payments on the Series 2011 Bonds are due on July 1 of each year through July 1, 2031. Interest is payable on the bonds on January 1 and July 1 of each year, with interest rates ranging from 3.00% to 5.25% during the term of the bonds. The bond resolutions include reserve requirements, including the requirement that total revenues provide for 100% of operating expenses and net revenues provide at least 125% of the debt service requirement for the following year.

In January 2001, the Authority entered into a financing agreement with Virginia Resources Authority ("VRA") in which VRA agreed to use a portion of the proceeds from the issuance of its Airport Revolving Fund Revenue Bonds, Series 2001B to acquire from the Authority the Airport Fixed-Base Operations Revenue Bond, Series 2001 ("VRA Bonds") in the principal amount of \$1,273,267. The VRA Bonds are payable from construction fund reserves established under the agreement.

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Maturities of bond principal and interest to be provided for all bonds outstanding at June 30, 2020 were as follows:

<b>Years ending June 30:</b>	<b>Principal</b>	<b>Interest</b>
2021	\$ 2,580,000	\$ 4,357,375
2022	2,715,000	4,228,575
2023	4,265,000	4,064,675
2024	4,645,000	3,850,688
2025	5,627,003	3,612,813
2026–2030	24,025,000	14,591,844
2031–2035	18,245,000	9,150,988
2036–2040	14,730,000	5,578,000
2041–2045	14,660,000	1,511,000
	<u>\$ 91,492,003</u>	<u>\$ 50,945,958</u>

Revenue bond activity for the years ended June 30, 2020 and 2019 is as follows:

	<b>Balance, June 30, 2019</b>	<b>Issuance of bonds</b>	<b>Amortization of premium</b>	<b>Bond payments</b>	<b>Balance, June 30, 2020</b>	<b>Current portion</b>
Series 2019	\$ 66,855,070	\$ -	\$ (760,707)	\$ -	\$ 66,094,363	\$ 760,707
Series 2011	39,352,878	-	(131,847)	(2,475,000)	36,746,031	2,688,886
Line of Credit	-	757,003	-	-	757,003	-
VRA Bonds	105,605	-	-	(105,605)	-	-
	<u>\$ 106,313,553</u>	<u>\$ 757,003</u>	<u>\$ (892,554)</u>	<u>\$ (2,580,605)</u>	<u>\$ 103,597,397</u>	<u>\$ 3,449,593</u>

  

	<b>Balance, June 30, 2018</b>	<b>Issuance of bonds</b>	<b>Amortization of premium</b>	<b>Bond payments</b>	<b>Balance, June 30, 2019</b>	<b>Current portion</b>
Series 2019	\$ -	\$ 66,876,110	\$ (21,040)	\$ -	\$ 66,855,070	\$ -
Series 2011	41,871,755	-	(153,877)	(2,365,000)	39,352,878	2,475,000
VRA Bonds	193,066	-	-	(87,461)	105,605	90,264
	<u>\$ 42,064,821</u>	<u>\$ 66,876,110</u>	<u>\$ (174,917)</u>	<u>\$ (2,452,461)</u>	<u>\$ 106,313,553</u>	<u>\$ 2,565,264</u>

**Bond Covenant**

The bond indenture states that the Authority will provide general revenues at least 125% of the debt service requirement on all related bonds secured by general revenues then outstanding for the sinking fund year ending on the next June 30. At June 30, 2020 and 2019, the rate covenant was met. The indenture further provides that the Authority (in the event that the coverage is not met for a single year) hire a consultant to study revenues, expenses, and debt coverage for the following year and to provide guidance on rates and charges and meeting the rate coverage calculation. A noncompliance with the covenant is not a default until it is not met for two consecutive years.

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### **(7) Airport Use Agreement**

Effective July 1, 2013, the Authority entered into an Airline Use and Lease Agreement (the "Agreement") with the signatory airlines operating scheduled passenger service at the Airport, which was renewed effective August 28, 2018. The current term of the Agreement for all signatory carriers is through June 30, 2021. The Agreement automatically renews for two one-year periods thereafter, unless cancelled by either party. The Agreement provides for airlines to pay rates and charges calculated based on established cost centers. The Agreement provides for the Authority to share surplus revenues with the signatory airlines (the "Airlines") after all operating and maintenance expenses, debt service (including coverage), and required deposits to various reserve funds have been made. Surplus revenues are accrued at the end of the year and refunded to the Airlines and a deficit in revenues may be billed to the Airlines. At June 30, 2020 and 2019, there was a surplus of \$1,509,614 and \$2,787,067, respectively, payable to the Airlines, which is reflected as a reduction of operating revenues in the accompanying statements of revenues, expenses, and changes in net position for the years ended June 30, 2020 and 2019.

### **(8) Defined Benefit Pension Plan**

#### **(a) Plan Description**

The Authority participates in the VRS, an agent and multiple-employer public employee retirement system, which acts as a common investment and administrative agent for political subdivisions in the Commonwealth of Virginia. All full-time, salaried permanent (professional) employees of the Authority are automatically covered by the VRS Retirement Plan upon employment. This plan is administered by the Virginia Retirement System (the "System" or "VRS") along with plans for other employer groups in the Commonwealth of Virginia. Members earn one month of service credit for each month they are employed and for which they and their employer pay contributions to VRS. Members are eligible to purchase prior public service, based on specific criteria as defined in the Code of Virginia, as amended. Eligible prior service that may be purchased includes prior public services, active military service, certain periods of leave, and previously refunded service.

The System administers three different benefit structures for covered employees – Plan 1, Plan 2, and Hybrid. Each plan has a different eligibility and benefit structure as set forth below:

VRS Plan 1 is a defined benefit plan. Members hired before July 1, 2010 and who were vested as of January 1, 2013 and they have not taken a refund, are eligible for Plan 1. The retirement benefit is based on a member's age, service credit, and average final compensation at retirement using a formula. Employees are eligible for an unreduced retirement benefit at age 65 with five years of service and at age 50 with 30 years of service for participating employers. An optional reduced retirement benefit is available to members of VRS as early as age 50 with at least 10 years of service credit or age 55 with at least five years of service credit. Active members may purchase previous service as service credit to their plan and, if eligible, may purchase periods of leave without pay.

VRS Plan 2 is a defined benefit plan. Members hired or rehired on or after July 1, 2010 and who have no service credits before July 1, 2010 and are not vested as of January 1, 2013 are covered under Plan 2. The retirement benefit is based on a member's age, service credit, and average final compensation at retirement using a formula. Employees are eligible for an unreduced benefit beginning at their normal Social Security retirement age with at least five years of service credit or when the sum of their age and service equals 90. An optional reduced retirement benefit is available to Plan 2 members as early as age 60 with at least five years of service credit. Active members may purchase previous service as service credit to their plan and, if eligible, may purchase periods of leave without pay.

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The Hybrid Retirement Plan combines the features of a defined benefit plan and a defined contribution plan. Members hired on or after January 1, 2014 are eligible for the Hybrid Plan. The defined benefit is based on a member's age, service credit and average final compensation at retirement using a formula. The benefit payment payable from the defined contribution plan depends on the member and employer contributions made to the plan and the investment performance of those contributions. Employees are eligible for an unreduced benefit beginning at their normal Social Security retirement age with at least five years of service credit or when the sum of their age and service equals 90. An optional reduced retirement benefit is available as early as age 60 with at least five years of service credit. Under the defined benefit plan, active members may purchase previous service as service credit to their plan and, if eligible, may purchase periods of leave without pay.

The VRS Basic Benefit is a lifetime monthly benefit based on a retirement multiplier as a percentage of the member's average final compensation multiplied by the member's total service credit. The retirement multiplier for Authority's employees is 1.7% for Plan 1 members, 1.85% for hazardous duty Plan 1 members, 1.65% for Plan 2 members, and 1.0% for Hybrid Plan members. For members who opted into the Hybrid Retirement Plan from Plan 1 or Plan 2, the applicable multipliers for those plans will be used to calculate the retirement benefit for service credited in those plans. Under Plan 1, average final compensation is the average of the member's 36 consecutive months of highest compensation. Under Plan 2 and the Hybrid Plan, average final compensation is the average of the member's 60 consecutive months of highest compensation. At retirement, members can elect the Basic Benefit, the Survivor Option, a Partial Lump-Sum Option Payment ("PLOP"), or the Advance Pension Option. A retirement reduction factor is applied to the Basic Benefit amount for members electing the Survivor Option, PLOP or Advance Pension Option, or those retiring with a reduced benefit.

Retirees are eligible for an annual cost-of-living adjustment ("COLA") effective July 1 of the second calendar year of retirement. Under Plan 1, the COLA cannot exceed 5.00%; under Plan 2 and the Hybrid Plan, the COLA cannot exceed 3.00%. During years of no inflation or deflation, the COLA is 0.00%. The VRS also provides death and disability benefits. Title 51.1 of the Code of Virginia (1950), as amended, assigns the authority to establish and amend benefit provisions to the General Assembly of Virginia.

The System issues a publicly available Comprehensive Annual Financial Report that includes financial statements and required supplementary information for the plans administered by VRS. A copy of the most recent report may be obtained from the VRS website at <http://www.varetire.org/pdf/publications/2019-annual-report.pdf>, or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, VA 23218-2500.

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**(b) Employees Covered by Benefit Terms**

As of the June 30, 2019 and 2018 actuarial valuations, the following employees were covered by the benefit terms of the pension plan:

	Number	
	2019	2018
Inactive members or their beneficiaries currently receiving benefits	159	153
Inactive members:		
Vested inactive members	22	21
Nonvested inactive members	55	54
Inactive members active elsewhere in VRS	41	38
Total inactive members	118	113
Active members	201	202
Total covered employees	478	468

**(c) Contributions**

The contribution requirement for active employees is governed by §51.1-145 of the Code of Virginia, as amended, but may be impacted as a result of funding options provided to political subdivisions by the Virginia General Assembly. Employees are required to contribute 5.00% of their compensation toward their retirement.

The Authority's actuarially required contribution rate for the years ended June 30, 2020 and 2019 was 11.21% of covered employee compensation. These rates were based on an actuarially determined rate from actuarial valuations as of June 30, 2017. These rates, when combined with employee contributions, were expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the pension plan from the Authority were \$1,368,135 and \$1,338,260 for the years ended June 30, 2020 and 2019, respectively.

**(d) Net Pension Liability**

The Authority's net pension liability as of June 30, 2020 and 2019 was measured as of June 30, 2019 and 2018, respectively. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of June 30, 2018 and 2017, and rolled forward to the measurement dates of June 30, 2019 and 2018.

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Actuarial Assumptions

The total pension liability for general employees and public safety employees in the Authority's Retirement Plan was based on an actuarial valuations as of June 30, 2018 and 2017, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement dates of June 30, 2019 and 2018.

	<u>General employees</u>	<u>Public safety employees</u>
Inflation	2.50 %	2.50 %
Salary increases, including inflation	3.50%-5.35%	3.50%-4.75%
Investment rate of return, net of pension plan investment expense, including inflation*	6.75 %	6.75 %

\* Administrative expenses as a percent of the market value of assets for the last experience study were found to be approximately 0.06% of the market assets for all of the VRS plans. This would provide an assumed investment return rate for GASB purposes of slightly more than the assumed 6.75%. However, since the difference was minimal, and a more conservative 6.75% investment return assumption provided a projected plan net position that exceeded the projected benefit payments, the long-term expected rate of return on investments was assumed to be 6.75% to simplify preparation of pension liabilities.

**Mortality assumptions**

	<u>General employees</u>	<u>Public safety employees</u>
Deaths assumed to be service related:	15.0 %	45.0 %
Pre-retirement:	RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 95% of Rates; females 105% of rates	RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 90% of Rates; females set forward 1 year
Post-retirement:	RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 3 years; females 1% increase compounded from ages 70 to 90	RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 1 year, 1% increase compounded from ages 70 to 90; females set forward 3 years

**Mortality assumptions**

	<u>General employees</u>	<u>Public safety employees</u>
Post-disablement:	RP-2014 Disabled Mortality Rates projected with scale BB to 2020; males set forward 2 years, 110% of rates; females 125% of rates	RP-2014 Disabled Mortality Rates projected with scale BB to 2020; males set forward 2 years; unisex using 100% male

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The actuarial assumptions used in the June 30, 2018 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 through June 30, 2016. Changes to the actuarial assumptions as a result of the experience study are as follows:

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Update to a more current mortality table – RP-2014 projected to 2020
Retirement Rates (General Employees)	Lowered rates at older ages and changed final retirement from 70 to 75
Retirement Rates (Public Safety Employees)	Increased age 50 rates, and lowered rates at older ages
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates (General Employees)	Lowered rates
Disability Rates (Public Safety Employees)	Adjusted rates to better fit experience
Salary Scale	No change
Line of Duty Disability (General Employees)	Increase rate from 14% to 15%
Line of Duty Disability (Public Safety Employees)	Decrease rate from 60% to 45%
Discount Rate	Decrease rate from 7.0% to 6.75%

**(e) Long-Term Expected Rate of Return**

The long-term expected rate of return on pension system investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension system investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and best estimate of arithmetic real rates of return for each major asset class are summaries in the following table:

<u>Asset class (strategy)</u>	<u>Target allocation</u>	<u>Arithmetic long-term expected rate of return</u>	<u>Weighted average long-term expected rate of return</u>
Public equity	34.00%	5.61%	1.91%
Fixed income	15.00	0.88	0.13
Credit strategies	14.00	5.13	0.72
Real assets	14.00	5.27	0.74
Private equity	14.00	8.77	1.23
MAPS - Multi-Asset Public Strategies	6.00	3.52	0.21
PIP - Private Investment Partnership	3.00	6.29	0.19
Total	<u>100.00%</u>		5.13
		Inflation	<u>2.50</u>
		*Expected arithmetic nominal return	<u>7.63%</u>

\* The above allocation provides a one-year return of 7.63%. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the system, stochastic projections are employed to model future returns under various economic

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conditions. The results provide a range of returns over various time periods that ultimately provide a median return of 7.11%, including expected inflation of 2.50%. The VRS Board elected a long-term rate of 6.75% which is roughly at the 40<sup>th</sup> percentile of expected long-term results of the VRS fund asset allocation.

**(f) Discount Rate**

The discount rate used to measure the total pension liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that system member contributions will be made per the VRS Statutes and the employer contributions will be made in accordance with the VRS funding policy at rates equal to the difference between actuarially determined contribution rates adopted by the VRS Board of Trustees and the member rate. Consistent with the phased-in funding provided by the General Assembly for state and teacher employer contributions; political subdivisions were also provided with an opportunity to use an alternate employer contribution rate. For the year ended June 30, 2019, the alternate rate was the employer contribution rate used in FY 2012 or 100% of the actuarially determined employer contribution rate from the June 30, 2017, actuarial valuations, whichever was greater. From July 1, 2019 on, participating employers are assumed to contribute 100% of the actuarially determined contribution rates. 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 was applied to all periods of projected benefit payments to determine the total pension liability.

**(g) Changes in Net Pension Liability**

	<b>Total pension liability (a)</b>	<b>Plan fiduciary net position (b)</b>	<b>Net pension liability (a) – (b)</b>
Balances at June 30, 2018	\$ 50,167,705	\$ 45,100,980	\$ 5,066,725
Changes for the year:			
Service cost	1,420,679	-	1,420,679
Interest	3,419,644	-	3,419,644
Differences between expected and actual experience	1,367,730	-	1,367,730
Contributions – employer	-	1,335,367	(1,335,367)
Contributions – employee	-	593,189	(593,189)
Net investment income	-	2,992,190	(2,992,190)
Changes of Assumptions	1,462,450		1,462,450
Benefit payments, including refunds of employee contributions	(2,615,193)	(2,615,193)	-
Administrative expenses	-	(29,605)	29,605
Refunds of Contributions	(16,096)	(16,096)	-
Other Changes	-	(1,890)	1,890
Net changes	5,039,214	2,257,962	2,781,252
Balances at June 30, 2019	\$ 55,206,919	\$ 47,358,942	\$ 7,847,977

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	<b>Total pension liability (a)</b>	<b>Plan fiduciary net position (b)</b>	<b>Net pension liability (a) – (b)</b>
Balances at June 30, 2017	\$ 46,259,817	\$ 42,672,320	\$ 3,587,497
Changes for the year:			
Service cost	1,414,966	-	1,414,966
Interest	3,151,550	-	3,151,550
Differences between expected and actual experience	1,816,734	-	1,816,734
Contributions – employer	-	1,208,422	(1,208,422)
Contributions – employee	-	577,112	(577,112)
Net investment income	-	3,148,504	(3,148,504)
Benefit payments, including refunds of employee contributions	(2,475,362)	(2,475,362)	-
Administrative expenses	-	(27,217)	27,217
Other Changes	-	(2,799)	2,799
Net changes	3,907,888	2,428,660	1,479,228
Balances at June 30, 2018	\$ 50,167,705	\$ 45,100,980	\$ 5,066,725

**(h) Sensitivity of the Net Pension Liability to Changes in the Discount Rate**

The following presents the net pension liability of the Authority as of June 30, 2019 and 2018 using the discount rate of 6.75% and 7.00%, respectively, as well as what the Authority's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	<b>1% Decrease (5.75%)</b>	<b>Current Discount Rate (6.75%)</b>	<b>1% Increase (7.75%)</b>
The Authority's Net Pension Liability: As of June 30, 2020	\$ 14,094,618	\$ 7,847,977	\$ 2,831,784
	<b>1% Decrease (6.00%)</b>	<b>Current Discount Rate (7.00%)</b>	<b>1% Increase (8.00%)</b>
The Authority's Net Pension Liability: As of June 30, 2019	\$ 10,971,115	\$ 5,066,725	\$ 94,071

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**(i) Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

For the years ended June 30, 2020 and 2019, the Authority recognized pension expense of \$2,643,293 and \$1,126,435, respectively. At June 30, 2020 and 2019, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Net difference between projected and actual earnings on pension plan investments	\$ -	\$ 410,109
Change of assumptions	971,695	2,932
Differences between expected and actual experience	1,538,086	5,653
Employer contributions subsequent to the measurement date	<u>1,368,135</u>	<u>-</u>
Total as of June 30, 2020	<u>\$ 3,877,916</u>	<u>\$ 418,694</u>
	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Net difference between projected and actual earnings on pension plan investments	\$ -	\$ 392,656
Change of assumptions	-	76,221
Differences between expected and actual experience	1,233,636	146,998
Employer contributions subsequent to the measurement date	<u>1,338,260</u>	<u>-</u>
Total as of June 30, 2019	<u>\$ 2,571,896</u>	<u>\$ 615,875</u>

Deferred outflows of resources related to pensions totaling \$1,368,135 resulting from the Authority's contributions subsequent to the measurement date of June 30, 2019 will be recognized as a reduction of the Net Pension Liability in the fiscal year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred (inflows) of resources related to pensions will be recognized as decreases to pension expense as follows:

<u>Years ending June 30</u>	
2021	\$ 1,518,523
2022	554,220
2023	(9,493)
2024	<u>27,837</u>
Total	<u>\$ 2,091,087</u>

**(9) OPEB Plans**

**(a) Plan descriptions**

*(i) GLI plan*

All full-time, salaried permanent employees of the state agencies, teachers and employees of participating political subdivisions are automatically covered by the VRS GLI Program upon employment. This plan is administered by the VRS, along with pensions and other OPEB, for public employer groups in the Commonwealth of Virginia.

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In addition to the Basic Group Life Insurance benefit, members are also eligible to elect additional coverage for themselves as well as a spouse or dependent children through the Optional Group Life Insurance Program. For members who elect the optional group life insurance coverage, the insurer bills employers directly for the premiums. Employers deduct these premiums from members' paychecks and pay the premiums to the insurer. Since this is a separate and fully insured program, it is not included as part of the GLI Program OPEB.

The GLI Program was established July 1, 1960, for state employees, teachers, and employees of political subdivisions that elect the program. Basic group life insurance coverage is automatic upon employment. Coverage ends for employees who leave their position before retirement eligibility or who take a refund of their member contributions and accrued interest.

The benefits payable under the GLI Program have several components. The natural death benefit is equal to the employee's covered compensation rounded to the next highest thousand and then doubled. The accidental death benefit is double the natural death benefit. In addition to the basic natural and accidental death benefits, the program provides additional benefits provided under specific circumstances. These include accidental dismemberment benefits, safety belt benefits, repatriation benefits, felonious assault benefits, and accelerated death benefit options. The benefit amounts provided to members covered under the GLI Program are subject to a reduction factor. The benefit amount reduces by 25% on January 1 following one calendar year of separation. The benefit amount reduces by an additional 25% on each subsequent January 1 until it reaches 25% of its original value. For covered members with at least 30 years of service credit, there is a minimum benefit payable under the GLI Program. The minimum benefit was set at \$8,000 by statute in 2015. This amount is increased annually based on the VRS Plan 2 cost-of-living adjustment and is currently \$8,463.

(ii) *LODA plan*

All paid employees and volunteers in hazardous duty positions in Virginia localities and hazardous duty employees who are covered under the VRS, the State Police Officers' Retirement System ("SPORS"), or the Virginia Law Officers' Retirement System ("VaLORS") are automatically covered by the LODA Program. As required by statute, the VRS is responsible for managing the assets of the program. Participating employers made contributions to the program beginning in FY 2012. The employer contributions are determined by the VRS's actuary using anticipated program costs and the number of covered individuals associated with all participating employers.

The eligible employees of the LODA are paid employees and volunteers in hazardous duty positions in Virginia localities and hazardous duty employees who are covered under the VRS, the SPORS, or the VaLORS.

The LODA provides death and health insurance benefits for eligible individuals. The LODA program death benefit is a one-time payment made to the beneficiary or beneficiaries of a covered individual. Amounts vary as follows. \$100,000 when a death occurs as the direct or proximate result of performing duty as of January 1, 2006, or after. \$25,000 when the cause of death is attributed to one of the applicable presumptions and occurred earlier than five years after the retirement date. An additional \$20,000 benefit is payable when certain members of the National Guard and U.S. military reserves are killed in action in any armed conflict on or after October 7, 2001.

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The LODA program also provides health insurance benefits. Prior to July 1, 2017, these benefits were managed through the various employer plans and maintained the benefits that existed prior to the employee's death or disability. These premiums were reimbursed to the employer by the LODA program. Beginning July 1, 2017, the health insurance benefits are managed through the Virginia Department of Human Resource Management ("DHRM"). The health benefits are modeled after the State Employee Health benefits Program plans and provide consistent, premium-free continued health plan coverage for LODA-eligible disabled individuals, survivors and family members. Individuals receiving the health insurance benefits must continue to meet eligibility requirements as defined by the Line of Duty Act.

(iii) *VLDP plan*

All full-time, salaried general employees; including local law enforcement officers, firefighters, or emergency medical technicians of political subdivisions who do not provide enhanced hazardous duty benefits; who are in the VRS Hybrid Retirement Plan benefit structure and whose employer has not elected to opt out of the VRS-sponsored program are automatically covered by the VLDP. This plan is administered by the VRS, along with pension and other OPEB plans, for eligible public employer groups in the Commonwealth of Virginia. Political subdivisions are required by Title 51.1 of the Code of Virginia, as amended to provide short-term and long-term disability benefits for their Hybrid employees either through a local plan or through the VLDP.

The VLDP was implemented January 1, 2014 to provide short-term and long-term disability benefits for non-work-related and work-related disabilities for employees with Hybrid retirement benefits.

Eligible employees are enrolled automatically upon employment, unless their employer has elected to provide comparable coverage. Eligibility includes full-time general employees; including local law enforcement officers, firefighters, or emergency medical technicians who do not have enhanced hazardous duty benefits; of public political subdivisions covered under VRS.

The VLDP provides a short-term disability benefit beginning after a seven-calendar-day waiting period from the first day of disability. Employees become eligible for non-work-related short-term disability coverage after one year of continuous participation in VLDP with their current employer. During the first five years of continuous participation in VLDP with their current employer, employees are eligible for 60% of their pre-disability income if they go out on non-work-related or work-related disability. Once the eligibility period is satisfied, employees are eligible for higher income replacement levels.

The VLDP program provides a long-term disability benefit beginning after 125 workdays of short-term disability. Members are eligible if they are unable to work at all or are working fewer than 20 hours per week. Members approved for long-term disability will receive 60% of their pre-disability income. If approved for work-related long-term disability, the VLDP benefit will be offset by the workers' compensation benefit. Members will not receive a VLDP benefit if their workers' compensation benefit is greater than the VLDP benefit.

Members approved for short-term or long-term disability at age 60 or older will be eligible for a benefit, provided they remain medically eligible. The VLDP Long-Term Care Plan is a self-funded program that assists with the cost of covered long-term care services.

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### **(b) Contributions**

The contribution requirements for the GLI Program are governed by §51.1-506 and §51.1-508 of the Code of Virginia, as amended, but may be impacted as a result of funding provided to state agencies and school divisions by the Virginia General Assembly. The total rate for the GLI Program was 1.31% of covered employee compensation. This was allocated into an employee and an employer component using a 60/40 split. The employee component was 0.79% (1.31% X 60%) and the employer component was 0.52% (1.31% X 40%). Employers may elect to pay all or part of the employee contribution, however, the employer must pay all of the employer contribution. Each employer's contractually required employer contribution rate for the year ended June 30, 2020 was 0.52% of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2017. The actuarially determined rate, when combined with employee contributions, was expected to finance the costs of benefits payable during the year, with an additional amount to finance any unfunded accrued liability. Contribution to the GLI Program from the Authority were \$65,925 and \$64,000 for the years ended June 30, 2020 and 2019, respectively.

The contribution requirements for the LODA Program are governed by §9.1-400.1 of the Code of Virginia, as amended, but may be impacted as a result of funding provided to state agencies by the Virginia General Assembly. Each employer's contractually required employer contribution rate for the LODA Program for the year ended June 30, 2020 was \$705.77 per covered full-time-equivalent employee. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2017 and represents the pay-as-you-go funding rate and not the full actuarial cost of the benefits under the program. The actuarially determined pay-as-you-go rate was expected to finance the costs and related expenses of benefits payable during the year. Contributions to the LODA Program from the Authority were \$42,346 and \$42,000 for the years ended June 30, 2020 and 2019, respectively.

The contribution requirement for the VLDP Program for active Hybrid employees is governed by §51.1-1178(C) of the Code of Virginia, as amended, but may be impacted as a result of funding provided to political subdivisions by the Virginia General Assembly. Each political subdivision's contractually required employer contribution rate for the year ended June 30, 2020 was 0.72% of covered employee compensation for employees in the VLDP. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2017. The actuarially determined rate was expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Contributions from the Authority to the VLDP were \$16,704 and \$15,000 for the years ended June 30, 2020 and 2019, respectively.

### **(c) OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to the OPEB**

At June 30, 2020 and June 30, 2019, the Authority reported liabilities of \$1,018,831 and \$945,000, respectively, for its proportionate share of the Net GLI OPEB Liability. The Net GLI OPEB Liability was measured as of June 30, 2019 and June 30, 2018 and the total GLI OPEB liability used to calculate the Net GLI OPEB Liability was determined by an actuarial valuation performed as of June 30, 2018, and rolled forward to the measurement date of June 30, 2019. The Authority's proportion of the Net GLI OPEB Liability was based on the Authority's actuarially determined employer contributions to the GLI Program for the year ended June 30, 2019 and June 30, 2018 relative to the total of the actuarially determined employer contributions for all participating employers. At June 30, 2019, the Authority's proportion was 0.06261% as compared to 0.06224% at June 30, 2018.

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For the years ended June 30, 2020 and 2019, the Authority recognized GLI OPEB expenses of \$29,908 and \$16,000, respectively. Since there was a change in proportionate share between measurement dates, a portion of the GLI OPEB expense was related to deferred amounts from changes in proportion.

At June 30, 2020 and June 30, 2019, the Authority reported liabilities of \$1,132,042 and \$1,019,000, respectively, for its proportionate share of the Net LODA OPEB Liability. The Net LODA OPEB Liability was measured as of June 30, 2019 and June 30, 2018 and the total LODA OPEB liability used to calculate the Net LODA OPEB Liability was determined by an actuarial valuation as of that date. The Authority's proportion of the Net LODA OPEB Liability was based on the Authority's actuarially determined pay-as-you-go employer contributions to the LODA OPEB plan for the year ended June 30, 2019 and June 30, 2018 relative to the total of the actuarially determined pay-as-you-go employer contributions for all participating employers. At June 30, 2019, the Authority's proportion was 0.31552% as compared to 0.32493% at June 30, 2018.

For the years ended June 30, 2020 and June 30, 2019, the Authority recognized LODA OPEB expense of \$92,249 and \$83,000, respectively. Since there was a change in proportionate share between measurement dates, a portion of the LODA OPEB expense was related to deferred amounts from changes in proportion.

At June 30, 2020 and June 30, 2019, the Authority reported liabilities of \$13,420 and \$4,000, respectively, for its proportionate share of the VLDP Net OPEB Liability. The Net VLDP OPEB Liability was measured as of June 30, 2019 and June 30, 2018 and the total VLDP OPEB liability used to calculate the Net VLDP OPEB Liability was determined by an actuarial valuation as of that date. The Authority's proportion of the Net VLDP OPEB Liability was based on the Authority's actuarially determined employer contributions to the VLDP OPEB plan for the year ended June 30, 2019 and June 30, 2018 relative to the total of the actuarially determined employer contributions for all participating employers. At June 30, 2019, the Authority's proportion of the VLDP was 0.66244% as compared to 0.58676% at June 30, 2018.

For the years ended June 30, 2020 and June 30, 2019, the Authority recognized VLDP OPEB expense of \$15,892 and \$10,000, respectively. Since there was a change in proportionate share between measurement dates a portion of the VLDP Net OPEB expense was related to deferred amounts from changes in proportion.

At June 30, 2020 and 2019, the Authority reported deferred outflows of resources and deferred inflows of resources related to the GLI, LODA and VLDP OPEB plans from the following sources:

	<b>Deferred outflows of resources</b>	<b>Deferred inflows of resources</b>
Net difference between projected and actual earnings on		
OPEB plan investments	\$ -	\$ 23,123
Change of assumptions	117,824	129,371
Differences between expected and actual experience	239,030	13,625
Changes in proportionate share	44,905	32,415
Employer contributions subsequent to the measurement date	124,975	-
Total as of June 30, 2020	<u>\$ 526,734</u>	<u>\$ 198,534</u>

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	<b>Deferred outflows of resources</b>	<b>Deferred inflows of resources</b>
Net difference between projected and actual earnings on OPEB plan investments	\$ -	\$ 34,000
Change of assumptions	-	157,000
Differences between expected and actual experience	192,000	17,000
Changes in proportionate share	48,000	8,000
Employer contributions subsequent to the measurement date	121,000	-
Total as of June 30, 2019	<u>\$ 361,000</u>	<u>\$ 216,000</u>

Deferred outflows of resources related to OPEB plans totaling \$124,975 resulting from the Authority's contributions subsequent to the measurement date of June 30, 2019 will be recognized as a reduction of the net OPEB liability in the fiscal year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the OPEB plans will be recognized in the Authority's OPEB expense in future reporting periods as follows:

<u>Years ending June 30</u>		
2021	\$	24,578
2022		24,575
2023		33,777
2024		39,286
2025		37,255
Thereafter		<u>43,754</u>
Total	\$	<u>203,225</u>

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**(d) Actuarial assumptions**

The total GLI, LODA and VLDP OPEB liabilities were based on actuarial valuations as of June 30, 2018, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2019.

Inflation	2.50 percent
Salary increases, including inflation:	
General employees (GLI)	3.50 – 5.35 percent
General employees (VLDP)	3.50 – 5.95 percent
Hazardous duty employees (GLI)	3.50 – 4.75 percent
Medical cost trend rates assumption (LODA):	
Under age 65	7.25 – 4.75 percent
Ages 65 and older	5.50 – 4.75 percent
Investment rate of return (GLI & VLDP)	6.75 percent, net of investment expenses, including inflation*
Year of ultimate trend rate (LODA):	
Post-65	Fiscal year ended 2024
Pre-65	Fiscal year ended 2028
Investment rate of return (LODA)	3.50 percent, net of investment expenses, including inflation**

\* Administrative expenses as a percent of the market value of assets for the last experience study were found to be approximately 0.06% of the market assets for all of the VRS plans. This would provide an assumed investment return rate for GASB purposes of slightly more than the assumed rate. However, since the difference was minimal, and a more conservative investment return assumption provided a projected plan net position that exceeded the projected benefit payments, the long-term expected rate of return on investments was assumed to be 6.75% (GLI & VLDP) to simplify preparation of the OPEB liabilities.

\*\* Administrative expenses as a percent of the market value of assets for the last experience study were found to be approximately 0.06% of the market assets for all of the VRS plans. This would provide an assumed investment return rate for GASB purposes of slightly more than the assumed 3.89%. However, since the difference was minimal, a more conservative 3.50% investment return assumption has been used. Since LODA is funded on a current disbursement basis, the assumed annual rate of return of 3.50% was used since it approximates the risk-free rate of return.

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	<b>Mortality assumptions</b>	
	<b>General employees</b>	<b>Hazardous duty employees</b>
Pre-retirement:	RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 95% of rates; females 105% of rates	RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 90% of rates; females set forward 1 year
Post-retirement:	RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 3 years; females 1% increase compounded from ages 70 to 90	RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 1 year, 1% increase compounded from ages 70 to 90; females set forward 3 years
Post-disablement:	RP-2014 Disabled Mortality Rates projected with scale BB to 2020; males set forward 2 years, 110% of rates; females 125% of rates	RP-2014 Disabled Mortality Rates projected with scale BB to 2020; males set forward 2 years; unisex using 100% male

The actuarial assumptions used in the June 30, 2018 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 through June 30, 2016, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study for general employees include updating to a more current mortality table, lowering retirement rates at older ages and extending final retirement ages, adjusting termination rates, lowering disability rates, increasing line of duty disability, and decreasing the discount rate. Changes to the actuarial assumptions as a result of the experience study for hazardous duty employees include updating to a more current mortality table, increasing age 50 retirement rates at older ages, adjusting termination rates, adjusting disability rates, decreasing line of duty disability rates, and decreasing the discount rate.

**(e) Net OPEB Liability**

The net OPEB liability represents the program's total OPEB liability determined in accordance with U.S. GAAP, less the associated fiduciary net position. As of June 30, 2019 and 2018, net OPEB liability amounts are as follows (dollar amounts in thousands):

	<b>June 30, 2019</b>		
	<b>GLI</b>	<b>LODA</b>	<b>VLDP</b>
Total OPEB liability	\$ 3,390,238	\$ 361,626	\$ 3,989
Plan fiduciary net position	1,762,972	2,839	1,962
Employers' net OPEB liability	<u>\$ 1,627,266</u>	<u>\$ 358,787</u>	<u>\$ 2,027</u>
Plan fiduciary net position as a percentage of the total OPEB liability	52.00 %	0.79 %	49.49 %

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	June 30, 2018		
	GLI	LODA	VLDP
Total OPEB liability	\$ 3,113,508	\$ 315,395	\$ 1,588
Plan fiduciary net position	1,594,773	1,889	816
Employers' net OPEB liability	<u>\$ 1,518,735</u>	<u>\$ 313,506</u>	<u>\$ 772</u>
Plan fiduciary net position as a percentage of the total OPEB liability	51.22 %	0.60 %	51.39 %

The total OPEB liability is calculated by VRS' actuary, and each plan's fiduciary net position is reported in the VRS' financial statements. The net OPEB liability is disclosed in accordance with the requirements of U.S. GAAP in the VRS' notes to the financial statements and required supplementary information.

**(f) Long-Term Expected Rate of Return**

The long-term expected rate of return on VRS' investments for the GLI and VLDP plans was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of VRS' investment expense and inflation) are developed for each major asset class. These ranges 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 asset allocation and best estimate of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset class (strategy)	Target allocation	Arithmetic long-term expected rate of return	Weighted average long-term expected rate of return
Public equity	34.00%	5.61%	1.91%
Fixed income	15.00	0.88	0.13
Credit strategies	14.00	5.13	0.72
Real assets	14.00	5.27	0.74
Private equity	14.00	8.77	1.23
MAPS - Multi-Asset Public Strategies	6.00	3.52	0.21
PIP - Private Investment Partnership	3.00	6.29	0.19
Total	<u>100.00%</u>		5.13%
Inflation			<u>2.50</u>
* Expected arithmetic nominal return			<u>7.63%</u>

\* The above allocation provides a one-year return of 7.63%. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the system, stochastic projections are employed to model future returns under various economic conditions. The results provide a range of returns over various time periods that ultimately provide a median return of 7.11%, including expected inflation of 2.50%. The VRS Board elected a long-term rate of 6.75% which is roughly at the 40<sup>th</sup> percentile of expected long-term results of the VRS fund asset allocation.

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The long-term expected rate of return on LODA OPEB Program's investments was set at 3.50% for this valuation. Since LODA is funded on a current-disbursement basis, it is not able to use the VRS Pooled Investments 6.75% assumption. Instead, the assumed annual rate of return of 3.50% was used since it approximates the risk-free rate of return. This single equivalent interest rate is the applicable municipal bond index rate based on the Bond Buyer General Obligation 20-year Municipal Bond Index as of the measurement date of June 30, 2019.

**(g) Discount rate**

The discount rate used to measure the total GLI and VLDP OPEB liabilities was 6.75%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made per the VRS guidance and the employer contributions will be made in accordance with the VRS funding policy at rates equal to the difference between actuarially determined contribution rates adopted by the VRS Board of Trustees and the member rate. Through the fiscal year ending June 30, 2019, the rate contributed by the Authority for the GLI and VLDP OPEBs will be subject to the portion of the VRS Board-certified rates that are funded by the Virginia General Assembly. From July 1, 2019 on, employers are assumed to contribute 100% of the actuarially determined contribution rates. Based on those assumptions, the GLI and VLDP OPEBs' fiduciary net position was projected to be available to make all projected future benefit payments of eligible employees. Therefore, the long-term expected rate of return was applied to all periods of projected benefit payments to determine the total GLI and VLDP OPEB liabilities.

The discount rate used to measure the total LODA OPEB liability was 3.50%. The projection of cash flows used to determine the discount rate assumed that employer contributions will be made per the VRS Statutes and that they will be made in accordance with the VRS funding policy and at rates equal to the actuarially determined contribution rates adopted by the VRS Board of Trustees. Through the fiscal year ending June 30, 2019, the rate contributed by participating employers to the LODA OPEB Program will be subject to the portion of the VRS Board-certified rates that are funded by the Virginia General Assembly.

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**(h) Sensitivity of the Authority's Proportionate Share of the Net OPEB Liability to Changes in the Discount Rate**

The following presents the Authority's proportionate share of the net OPEB liability as of June 30, 2020 and 2019 using the current discount rates, as well as what the Authority's proportionate share of the net OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	<b>1% Decrease (5.75%)</b>	<b>Current discount rate (6.75%)</b>	<b>1% Increase (7.75%)</b>
<b>As of June 30, 2020:</b>			
The Authority's proportionate share of the GLI Net OPEB Liability	\$ 1,338,462	\$ 1,018,831	\$ 759,619
The Authority's proportionate share of the VLDP Net OPEB Liability	\$ 15,433	\$ 13,420	\$ 11,660
	<b>1% Decrease (6.00%)</b>	<b>Current discount rate (7.00%)</b>	<b>1% Increase (8.00%)</b>
<b>As of June 30, 2019:</b>			
The Authority's proportionate share of the GLI Net OPEB Liability	\$ 1,235,000	\$ 945,000	\$ 709,000
The Authority's proportionate share of the VLDP Net OPEB Liability	\$ 5,000	\$ 4,000	\$ 4,000
	<b>1% Decrease (2.50%)</b>	<b>Current discount rate (3.50%)</b>	<b>1% Increase (4.50%)</b>
<b>As of June 30, 2020:</b>			
The Authority's proportionate share of the LODA Net OPEB Liability	\$ 1,313,249	\$ 1,132,042	\$ 988,718
<b>As of June 30, 2019:</b>			
The Authority's proportionate share of the LODA Net OPEB Liability	\$ 1,167,000	\$ 1,019,000	\$ 899,000

**(i) Sensitivity of the Authority's Proportionate Share of the Net LODA OPEB Liability to Changes in the Health Care Trend Rate**

Because the LODA plan contains provisions for the payment of health insurance premiums, the liabilities are also impacted by the health care trend rates. The following presents the Authority's proportionate share of the net LODA OPEB liability as of June 30, 2020 using a health care trend rate of 7.75% decreasing to 4.75%, as well as what the Authority's proportionate share of the net LODA OPEB liability would be if it were calculated using a health care trend rate that is one percentage point lower (6.75% decreasing to 3.75%) or one percentage point higher (8.75% decreasing to 5.75%) than the current rate. Also shown is the proportionate share of the net LODA OPEB liability as of June 30, 2019 using a health care trend rate of

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7.75% decreasing to 5.00%, as well as what the Authority's proportionate share of the net LODA OPEB liability would be if it were calculated using a health care trend rate that is one percentage point lower (6.75% decreasing to 4.00%) or one percentage point higher (8.75% decreasing to 6.00%) than the 2019 rate:

	<b>1.00% Decrease (6.75% decreasing to 3.75%)</b>	<b>Health Care Trend Rates (7.75% decreasing to 4.75%)</b>	<b>1.00% Increase (8.75% decreasing to 5.75%)</b>
<b>As of June 30, 2020:</b>			
The Authority's proportionate share of the LODA Net OPEB Liability	\$ 957,130	\$ 1,132,042	\$ 1,352,623
	<b>1.00% Decrease (6.75% decreasing to 4.00%)</b>	<b>Health Care Trend Rates (7.75% decreasing to 5.00%)</b>	<b>1.00% Increase (8.75% decreasing to 6.00%)</b>
<b>As of June 30, 2019:</b>			
The Authority's proportionate share of the LODA Net OPEB Liability	\$ 868,000	\$ 1,019,000	\$ 1,207,000

**(j) VRS OPEB programs Fiduciary Net Positions**

Detailed information about the GLI, LODA, and VLDP Fiduciary Net Position is available in the separately issued VRS 2019 CAFR. A copy of the 2019 VRS CAFR may be downloaded from the VRS website at <http://www.varetire.org/Pdf/Publications/2019-annual-report.pdf>, or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, VA, 23218-2500.

**(10) Executive Supplemental Retirement Plan**

The Authority has an Executive Supplemental Retirement Plan (the "ESRP"), which was approved and established by the Board of Commissioners for two former employees. Under the terms of the ESRP, the participants are receiving annual payments equal to 75% of their final salary less any benefits received under the VRS. During the year ended June 30, 2020, the plan expense was \$244,401, which is net of payments of \$76,841. During the year ended June 30, 2019, the plan expense was \$19,824, which is net of payments of \$75,305. Whole life insurance policies have been purchased to assist in funding this liability. The Authority is owner and beneficiary of each of these policies. The cash surrender value of these policies was \$1,177,680 and \$1,131,089 at June 30, 2020 and 2019, respectively, and is included as other noncurrent assets in the accompanying statements of net position. The ESRP accrued liability totaling \$493,247 and \$325,686 as of June 30, 2020 and 2019, respectively, is included in other long-term liabilities in the accompanying Statements of Net Position. The ESRP liability increased during the year due to updated actuarial assumptions, including reduced discount rate, and updated mortality expectations.

# NORFOLK AIRPORT AUTHORITY

## NOTES TO BASIC FINANCIAL STATEMENTS

JUNE 30, 2020 AND 2019

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### (11) Employee Contribution Plan

The Authority maintains a deferred compensation plan through ICMA Retirement Corporation ("ICMA"). The plan was established under the guidelines of Section 457 of the Internal Revenue Code ("IRC"). The plan is a voluntary employee contribution plan in which employees elect a dollar amount to be withheld each pay period. Assets and liabilities related to this plan are not included in the accompanying Statements of Net Position.

All regular full-time employees of the Authority are eligible to participate with a minimum contribution of \$10 per pay period. Maximum contributions made by an employee are subject to IRC limitations.

The plan is entirely funded by the Authority's employees. ICMA charges fees to employees if they are enrolled in a managed account. ICMA also has the authority to annually deduct a certain percentage of the daily average net asset balance to cover administrative and other various costs.

### (12) Rental Income from Operating Leases

The Authority has entered into various operating leases with tenants for the use of space at Authority facilities. The lease terms include a minimum fixed fee, as well as contingent fees, based on the tenant's volume of business. Substantially all the leases provide for a periodic review and redetermination of the rental amounts.

Minimum future rentals expected to be received on operating leases for each of the succeeding five years are as follows:

<u>Years ending June 30</u>	
2021	\$ 5,899,687
2022	1,949,039
2023	1,977,589
2024	1,653,899
2025	128,083

The above amounts do not include contingent rentals and fees in excess of minimums, which amounted to \$161,618 and \$2,052,411 in fiscal years 2020 and 2019, respectively.

### (13) Concentration of Credit Risk

Financial instruments that potentially subject the Authority to concentration of credit risk consist of investments and accounts receivable. The Authority's investments are described in note 2. A substantial portion of the Authority's accounts receivable is from U.S. commercial airlines and rental car companies that could be similarly affected by industry economic conditions, including the effects of COVID-19. Historically, the Authority's uncollectible accounts receivable have been minimal, and the Authority does not require collateral for its receivables.

# NORFOLK AIRPORT AUTHORITY

## NOTES TO BASIC FINANCIAL STATEMENTS

JUNE 30, 2020 AND 2019

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### **(14) Risk Management**

The Authority is exposed to a variety of risks or losses related to torts (i.e., injuries to employees, damage to property, destruction or theft of assets, cyber-attacks and natural disasters). The Authority purchases insurance through the Commonwealth of Virginia and commercial insurance carriers for specific types of coverage.

The Authority participates in a risk management self-insurance plan through the Commonwealth of Virginia administered by the Division of Risk Management. Through this plan, the Authority obtains public officers, law enforcement, and medical malpractice liability coverage of \$1,000,000 per occurrence. The CAFR of the Commonwealth of Virginia contains disclosure of the Commonwealth's estimated claims payable and estimated losses for self-insurance plans at June 30, 2020 and 2019.

Through commercial insurance carriers, the Authority has property insurance coverage of \$311,000,000 annually, personal and advertising liability coverage of \$50,000,000 per occurrence, airport liability coverage of \$300,000,000 annually, pollution coverage of \$10,000,000, terrorism coverage for 80% of the loss, business auto coverage of \$1,000,000 per occurrence, cyber-attack coverage of \$1,000,000, crime insurance coverage of \$1,000,000 per occurrence, watercraft coverage of \$3,000,000, and workers' compensation coverage for bodily injury of \$1,000,000 per occurrence.

There were no reductions to insurance coverage from the prior year. Claim settlements and judgments not covered by insurance coverage are covered by operating resources. The amount of settlements did not exceed insurance coverage for any of the past three years. Claim expenditures and liabilities are reported when it is probable that a loss occurred and the amount of loss can be reasonably estimated.

### **(15) Government Grants in Aid of Construction**

The Authority receives, on a reimbursement basis, grants from the Commonwealth of Virginia and the federal government for certain capital construction projects through the Airport Improvement Program. As a recipient of state and federal financial assistance, the Authority is responsible for maintaining an internal control structure that ensures compliance with all laws and regulations related to this program. All grants are subject to financial and compliance audits by the grantors. In the opinion of management, audit adjustments, if any, would not have a significant impact on the financial position of the Authority.

### **(16) Commitments and Contingencies**

Prior to July 1, 1998, the Authority had an agreement with the City of Norfolk, Virginia (the "City") whereby the Authority had use of the Airport property free of charge. As of July 1, 1998, the City reacquired title to all property. On January 18, 2000, the City executed a deed conveying title to the Authority, reserving a right of reversion if the Airport property is no longer used as an airport. In consideration of the conveyance of the property, the Authority agreed to compensate the City for the loss of tax revenue on the Airport property. Beginning in fiscal year 2016, the adjusted annual payment was set by the City's tax assessor; in no event shall the payment exceed stated tax rates on the fair value of the Airport property. Advance payments are due annually on July 1. Payment in the amount of \$2,500,000 was required for both fiscal years 2020 and 2019. Beginning with the July 1, 2020 payment, the amount will increase to \$2,650,000 per year. This amount will be due each year thereafter through the July 1, 2024 payment.

As of June 30, 2020, the Authority had entered into contracts totaling \$122.0 million, of which \$64.0 million was outstanding.

# NORFOLK AIRPORT AUTHORITY

## NOTES TO BASIC FINANCIAL STATEMENTS

*JUNE 30, 2020 AND 2019*

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From time to time, the Authority is a defendant in certain lawsuits which are incidental to its operations. Management is of the opinion that the accompanying financial statements will not be materially affected by the ultimate resolution of litigation pending or threatened as of June 30, 2020 or June 30, 2019.

During 2020, an outbreak of a novel strain of coronavirus ("COVID-19") emerged globally. As a result of the spread of COVID-19, economic uncertainties have arisen that could negatively impact the Authority's revenue and operations for an indeterminable period. Other financial impacts could occur that are unknown at this time.

### **(17) Conduit Debt**

From time to time, the Authority has issued revenue bonds to provide financial assistance to private-sector entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds are secured by the property financed and are payable solely from payments received on the underlying promissory notes. Upon repayment of the bonds, ownership of the acquired facilities transfers to the private-sector entity served by the bond issuance. Neither the Commonwealth of Virginia nor any political subdivision thereof, including the Authority, is obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the accompanying statements of net position. As of June 30, 2020, there were four series of revenue bonds outstanding with an aggregate principal amount of approximately \$20,100,000. As of June 30, 2019, there were nine series of revenue bonds outstanding with an aggregate principal amount of approximately \$28,100,000.

**REQUIRED SUPPLEMENTARY INFORMATION**

# NORFOLK AIRPORT AUTHORITY

## SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS (UNAUDITED)

JUNE 30, 2020

	2020	2019	2018	2017	2016	2015
Schedule of Changes in the Authority's Net Pension Liability and Related Ratios:						
Total pension liability:						
Service cost	\$ 1,420,679	\$ 1,414,966	\$ 1,373,319	\$ 1,346,523	\$ 1,300,433	\$ 1,278,926
Interest	3,419,644	3,151,550	3,053,266	2,880,450	2,688,486	2,530,135
Differences between expected and actual experience	1,367,730	1,816,734	(429,688)	237,910	484,660	-
Changes of assumptions	1,462,450	-	(222,799)	-	-	-
Benefit payments, including refunds of employee contributions	(2,615,193)	(2,475,362)	(2,264,730)	(1,727,430)	(1,735,055)	(1,358,746)
Refunds of Contributions	(16,096)	-	-	-	-	-
Other	-	-	(313)	-	-	-
Net change in total pension liability	5,039,214	3,907,888	1,509,055	2,737,453	2,738,524	2,450,315
Total pension liability – beginning	50,167,705	46,259,817	44,750,762	42,013,309	39,274,785	36,824,470
Total pension liability – ending (a)	55,206,919	50,167,705	46,259,817	44,750,762	42,013,309	39,274,785
Plan fiduciary net position:						
Contributions – employer	1,335,367	1,208,422	1,170,578	1,223,465	1,179,412	1,260,523
Contributions – employee	593,189	577,112	564,624	553,205	522,626	512,028
Net investment income	2,992,190	3,148,504	4,691,484	671,007	1,669,448	4,930,757
Benefit payments, including refunds of employee contributions	(2,615,193)	(2,475,362)	(2,264,730)	(1,727,430)	(1,735,055)	(1,358,746)
Administrative expense	(29,605)	(27,217)	(27,108)	(23,348)	(22,585)	(25,970)
Refunds of Contributions	(16,096)	-	-	-	-	-
Other	(1,890)	(2,799)	(4,170)	(173)	(663)	260
Net change in plan fiduciary net position	2,257,962	2,428,660	4,130,678	696,726	1,613,183	5,318,852
Plan fiduciary net position – beginning	45,100,980	42,672,320	38,541,642	37,844,916	36,231,733	30,912,881
Plan fiduciary net position – ending (b)	47,358,942	45,100,980	42,672,320	38,541,642	37,844,916	36,231,733
Authority's net pension liability – ending (a)-(b)	\$ 7,847,977	\$ 5,066,725	\$ 3,587,497	\$ 6,209,120	\$ 4,168,393	\$ 3,043,052
Plan fiduciary net position as a percentage of the total pension liability (b) / (a)						
	85.78 %	89.90 %	92.24 %	86.13 %	90.08 %	92.25 %
Covered payroll (c)	\$ 12,300,841	\$ 11,882,270	\$ 11,725,164	\$ 10,903,311	\$ 10,406,965	\$ 10,245,675
Authority's net pension liability as a percentage of covered payroll [(a)-(b)] / (c)	63.80 %	42.64 %	30.60 %	56.95 %	40.05 %	29.70 %

Note: Net pension liabilities are reported using the measurement date, which is one year prior to the reporting date

See accompanying report of independent auditor and notes to the required supplementary information.

**NORFOLK AIRPORT AUTHORITY**  
**SCHEDULE OF PENSION CONTRIBUTIONS (UNAUDITED)**

*JUNE 30, 2020*

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<u>For the year ended June 30</u>	<u>Actuarially determined contribution</u>	<u>Contributions in relation to actuarially determined contribution</u>	<u>Contribution deficiency (excess)</u>	<u>Employer's covered payroll</u>	<u>Contributions as a % of covered payroll</u>
2020	\$ 1,368,135	\$ 1,368,135	\$ -	\$ 12,677,884	10.79 %
2019	1,338,260	1,338,260	-	12,300,841	10.88
2018	1,207,848	1,207,848	-	11,882,270	10.17
2017	1,156,652	1,156,652	-	11,725,164	9.86
2016	1,223,500	1,223,465	35	10,903,311	11.22
2015	1,180,959	1,179,412	1,547	10,406,956	11.00

See accompanying report of independent auditor and notes to the required supplementary information.

**NORFOLK AIRPORT AUTHORITY**  
**SCHEDULE OF OPEB CONTRIBUTIONS (UNAUDITED)**

YEAR ENDED JUNE 30, 2020

<u>Year</u>	<u>Contractually required contribution</u>	<u>Contributions in relation to contractually required contribution</u>	<u>Contribution deficiency (excess)</u>	<u>Employer's covered payroll</u>	<u>Contributions as a % of covered payroll</u>
GLI Plan: 2020	\$ 65,925	\$ 65,925	\$ -	\$ 12,677,885	0.52%
LODA Plan: 2020	42,346	42,346	-	12,677,885	0.33%
VLDP Plan: 2020	16,704	16,704	-	2,319,957	0.72%
GLI Plan: 2019	64,000	64,000	-	12,273,178	0.52%
LODA Plan: 2019	42,000	42,000	-	12,273,178	0.34%
VLDP Plan: 2019	15,000	15,000	-	2,047,146	0.73%
GLI Plan: 2018	62,000	62,000	-	11,445,288	0.54%
LODA Plan: 2018	35,000	35,000	-	11,445,288	0.31%
VLDP Plan: 2018	9,000	9,000	-	977,098	0.92%
GLI Plan: 2017	58,000	58,000	-	11,841,567	0.49%
LODA Plan: 2017	35,000	35,000	-	11,841,567	0.30%
VLDP Plan: 2017	3,000	3,000	-	1,430,793	0.21%

See accompanying report of independent auditor and notes to the required supplementary information.

**NORFOLK AIRPORT AUTHORITY**

**SCHEDULE OF AUTHORITY'S SHARE OF NET OPEB LIABILITY (UNAUDITED)**

YEAR ENDED JUNE 30, 2020

	<u>2020</u>	<u>2019</u>	<u>2018</u>
GLI Plan:			
Authority's Proportion of the Net GLI OPEB Liability	0.06162%	0.06224%	0.06204%
Authority's Proportionate Share of Net GLI OPEB Liability	\$ 1,018,831	\$ 945,000	\$ 933,000
Employer's Covered Payroll	\$ 12,273,178	\$ 11,445,288	\$ 11,841,567
Employer's Proportionate Share of the Net GLI OPEB Liability as a Percentage of its Covered Payroll	8.30%	8.26%	7.88%
Plan Fiduciary Net Position as a Percentage of the Total GLI OPEB Liability	52.00%	51.22%	48.86%
LODA Plan:			
Authority's Proportion of the Net LODA OPEB Liability	0.31160%	0.32493%	0.31564%
Authority's Proportionate Share of Net LODA OPEB Liability	\$ 1,132,042	\$ 1,019,000	\$ 829,000
Employer's Covered Payroll	\$ 12,273,178	\$ 11,445,288	\$ 11,841,567
Employer's Proportionate Share of the Net LODA OPEB Liability as a Percentage of its Covered Payroll	9.22%	8.90%	7.00%
Plan Fiduciary Net Position as a Percentage of the Total LODA OPEB Liability	0.79%	0.60%	1.30%
VLDP Plan:			
Authority's Proportion of the Net VLDP OPEB Liability	0.62229%	0.58676%	0.53211%
Authority's Proportionate Share of Net VLDP OPEB Liability	\$ 13,420	\$ 4,000	\$ 3,000
Employer's Covered Payroll	\$ 2,047,146	\$ 977,098	\$ 1,430,793
Employer's Proportionate Share of the Net VLDP OPEB Liability as a Percentage of its Covered Payroll	0.66%	0.41%	0.21%
Plan Fiduciary Net Position as a Percentage of the Total VLDP OPEB Liability	49.49%	51.39%	38.40%

See accompanying report of independent auditor and notes to the required supplementary information.

# NORFOLK AIRPORT AUTHORITY

## NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)

YEAR ENDED JUNE 30, 2020

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### (1) Changes of Benefit Terms

There have been no actuarially material changes to the system benefit provisions since the prior actuarial valuation.

### (2) Changes of Assumptions

The actuarial assumptions used in the June 30, 2018, valuation were based on the results of an actuarial experience study for the period from July 1, 2012, through June 30, 2016, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

- Updated to a more current mortality table – RP-2014 projected to 2020
- Lowered retirement rates at older ages and changed final retirement from 70 to 75
- Adjusted withdrawal rates to better fit experience at each year age and service through 9 years of service
- Lowered disability rates for pension and OPEB general employees. Adjusted disability rates for OPEB hazardous duty employees to better match experience.
- Increased line of duty disability from 14% to 15% for pension and OPEB general employees. Decreased line of duty disability from 60% to 45% for OPEB hazardous duty employees.
- Decreased discount rate from 7.00% to 6.75%

### (3) Years Presented in Schedules

The Schedule of Changes in the Authority's Net Pension Liability and Related Ratios and the Schedule of Pension Contributions are required to be presented for the last ten fiscal years. However, the Authority has only presented the required supplementary information for the last six years as fiscal year 2015 was the first year of implementation of the requirement to provide such required supplementary information and such information is not available for the prior years.

The schedule of Authority's Share of Net OPEB liability and the Schedule of OPEB Contributions are required to be presented for the last ten fiscal years. However, the Authority has only presented the required supplementary information for the last three years as fiscal year 2018 was the first year of implementation of the requirement to provide such required supplementary information and such information is not available for the prior years.

## **SUPPLEMENTARY INFORMATION**

**NORFOLK AIRPORT AUTHORITY**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

YEAR ENDED JUNE 30, 2020

<u>Federal Grantor/Program Title</u>	<u>CFDA Number</u>	<u>Project Number</u>	<u>Expenditures</u>
Department of Transportation:			
Federal Aviation Administration:			
Airport Improvement Program	20.106	3-51-0036-65	\$ 331,611
Airport Improvement Program	20.106	3-51-0036-67	521,849
Airport Improvement Program	20.106	3-51-0036-68	278,975
Airport Improvement Program	20.106	3-51-0036-69	4,061,472
Airport Improvement Program	20.106	3-51-0036-70	141,078
Airport Improvement Program	20.106	3-51-0036-71	2,939,606
Airport Improvement Program	20.106	3-51-0036-72	2,381,492
COVID-19 Airport Improvement Program	20.106	3-51-0036-73	<u>5,056,595</u>
Total Airport Improvement Program			15,712,678
Department of the Treasury:			
Equitable Sharing Program	21.016		7,222
			<u><u>\$ 15,719,900</u></u>

See accompanying notes to the schedule of expenditures of federal awards.  
See accompanying report of independent auditor.

**NORFOLK AIRPORT AUTHORITY**  
**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

*YEAR ENDED JUNE 30, 2020*

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**(1) General**

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") presents the activities of the federal financial assistance programs of the Norfolk Airport Authority.

**(2) Basis of Accounting**

The Schedule is presented using the accrual basis of accounting.

**(3) De Minimus Cost Rate**

The auditee has not elected to use the 10% de minimus indirect cost rate as discussed in Uniform Guidance Section 200.414

**Report of Independent Auditor 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 Board of Commissioners  
Norfolk Airport Authority

We have audited, in accordance with the 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 *Specifications for Audits of Authorities, Boards, and Commissions* issued by the Auditor of Public Accounts of the Commonwealth of Virginia, the financial statements of the Norfolk Airport Authority (the "Authority"), as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated October 22, 2020.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority'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 entity'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 and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify a deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2020-001, that we consider to be a material weakness.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Authority'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* or under the *Specifications for Audits of Authorities, Boards, and Commissions*.

### **Norfolk Airport Authority's Response to Findings**

The Authority's response to the finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Authority'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 results of that testing, and not to provide an opinion on the effectiveness of the entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Cherry Belmont LLP". The signature is written in a cursive, flowing style.

Virginia Beach, Virginia  
October 22, 2020

## **Report of Independent Auditor on Compliance for the Major Federal Program and on Internal Control over Compliance Required by the Uniform Guidance**

To the Board of Commissioners  
Norfolk Airport Authority

### **Report on Compliance for the Major Federal Program**

We have audited the Norfolk Airport Authority's (the "Authority") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the Authority's major federal program for the year ended June 30, 2020. The Authority's major federal program is 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 the terms and conditions of its federal awards applicable to its federal program.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for the Authority's major federal program 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* (the "Uniform Guidance"). Those standards and the 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 Authority'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 the major federal program. However, our audit does not provide a legal determination of the Authority's compliance.

### ***Opinion on the Major Federal Program***

In our opinion, the Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2020.

### **Report on Internal Control over Compliance**

Management of the Authority 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 Authority's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with the 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 Authority'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 a material weakness. 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 requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Cherry Belmont LLP".

Virginia Beach, Virginia  
October 22, 2020

**NORFOLK AIRPORT AUTHORITY**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

YEAR ENDED JUNE 30, 2020

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**A. Summary of Auditor’s Results**

1. The type of report issued on the basic financial statements: **Unmodified opinion**
2. Significant deficiencies in internal control disclosed by the audit of the financial statements: **None reported**
3. Material weaknesses in internal control disclosed by the audit of financial statements: **Yes; 2020-001**
4. Noncompliance, which is material to the financial statements: **No**
5. Significant deficiencies in internal control over major programs: **None reported**
6. Material weaknesses in internal control over major programs: **No**
7. The type of report issued on compliance for major programs: **Unmodified opinion**
8. Any audit findings which are required to be reported under the Uniform Guidance: **No**
9. The program tested as major programs were:

<u>CFDA Number</u>	<u>Name of Federal Program and Cluster</u>
20.106	Airport Improvement Program

10. Dollar threshold used to distinguish between Type A and Type B programs: **\$750,000**
11. The Norfolk Airport Authority qualified as a low-risk auditee under Section 530 of Uniform Guidance

**B. Findings Relating to the Financial Statements Reported in Accordance with *Government Auditing Standards***

**Finding:** 2020-001

**Type of Finding:** Material Weakness over Internal Control over Financial Reporting

**Criteria:** Federal revenues and expenditures should be recorded on an accrual basis and reported in the period incurred and reported in the Schedule of Expenditures of Federal Awards (“SEFA”).

**Condition:** While performing our audit procedures to ensure compliance with 2 CFR Part 200, we noted expenditures that were recorded in 2021 related to services performed in 2020 and, as a result, the corresponding revenue was not recorded and corresponding expenditures were not included in the Authority’s SEFA. Consequently, the June 30, 2020 SEFA was understated.

**Cause:** Due to the timing of reimbursement requests being submitted after June 30, 2020, expenditures incurred in 2020 were not accrued for as of June 30, 2020 and were not included in the 2020 SEFA.

**Effect:** Federal expenditures reported in the SEFA were misstated in 2020.

**NORFOLK AIRPORT AUTHORITY**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

*YEAR ENDED JUNE 30, 2020*

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**Auditor's Recommendation:** The Authority's personnel responsible for compiling the SEFA should put a process in place to ensure that federal expenditures incurred before year-end but requested for reimbursement after year-end are properly recorded on an accrual basis and included in the SEFA.

**Management's Response:** The Authority's expenditures related to federal awards that had not been requested for reimbursement as of year-end have historically been minimal. Due to the significant construction activity as of year-end related to federally funded projects, this unrequested activity was larger than normal. Management agrees with the auditor's finding and will implement additional processes to record year-end accruals for federal funding spent but not requested.

**C. Findings and Questioned Costs Relating to Federal Awards**

None reported

**D. Findings and Questions Costs Related to Passenger Facility Charges**

None reported

**E. Findings and Questioned Costs Relating to Compliance with Commonwealth of Virginia Laws, Regulations, Contacts, and Grants**

None reported

**F. Status of Prior Year Findings**

None reported

**Report of Independent Auditor on Compliance for the Passenger Facility Charge Program  
and on Internal Control over Compliance Required by the Passenger Facility Charge  
Audit Guide for Public Agencies**

To the Board of Commissioners  
Norfolk Airport Authority

**Report on Compliance for the Passenger Facility Charge Program**

We have audited the Norfolk Airport Authority's (the "Authority") compliance with the types of compliance requirements described in the *Passenger Facility Charge Audit Guide for Public Agencies* (the "Guide"), issued by the Federal Aviation Administration, that could have a direct and material effect on the Authority's Passenger Facility Charge Program for the year ended June 30, 2020.

***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its Passenger Facility Charge Program.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for the Authority's Passenger Facility Charge Program 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 Guide. Those standards and the Guide 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 the Passenger Facility Charge Program occurred. An audit includes examining, on a test basis, evidence about the Authority'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 the Passenger Facility Charge Program. However, our audit does not provide a legal determination of the Authority's compliance.

***Opinion on the Passenger Facility Charge***

In our opinion, the Authority complied, in all material respects, with the types of 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, 2020.

**Report on Internal Control over Compliance**

Management of the Authority 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 Authority's internal control over compliance with the types of 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 in accordance with the Guide, 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 Authority'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 the Passenger Facility Charge 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 the Passenger Facility Charge 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 the passenger facility charge 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 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 requirements of the Guide. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Cherry Berkert LLP".

Virginia Beach, Virginia  
October 22, 2020

# NORFOLK AIRPORT AUTHORITY

## SCHEDULE OF PASSENGER FACILITY CHARGE REVENUES AND EXPENDITURES

YEAR ENDED JUNE 30, 2020 AND EACH QUARTER DURING THE YEAR ENDED JUNE 30, 2020

	Quarter Ended				Year ended June 30, 2020
	September 30, 2019	December 31, 2019	March 31, 2020	June 30, 2020	
Revenues:					
Receipts <sup>1</sup>	\$ 2,719,129	\$ 1,961,313	\$ 1,930,845	\$ 402,613	\$ 7,013,900
Interest	77,742	58,133	53,045	20,268	209,188
Total Revenues	<u>2,796,871</u>	<u>2,019,446</u>	<u>1,983,890</u>	<u>422,881</u>	<u>7,223,088</u>
Expenditures:					
Application #5					
Passenger loading bridges	4,606,018	857,370	1,584,224	4,727,452	11,775,064
Total Application #5	<u>4,606,018</u>	<u>857,370</u>	<u>1,584,224</u>	<u>4,727,452</u>	<u>11,775,064</u>
Application #6					
Alpha concourse extension	-	-	-	249,795	249,795
General aviation customs facility	-	-	-	234,060	234,060
Departures terminal elevators	-	-	-	222,502	222,502
Runway 14/32 pavement	-	-	-	445,100	445,100
Total Application #6	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,151,457</u>	<u>1,151,457</u>
Total Expenditures	<u>4,606,018</u>	<u>857,370</u>	<u>1,584,224</u>	<u>5,878,909</u>	<u>12,926,521</u>
Net PFC Inflows (Outflows)	<u>\$ (1,809,147)</u>	<u>\$ 1,162,076</u>	<u>\$ 399,666</u>	<u>\$ (5,456,028)</u>	<u>\$ (5,703,433)</u>

Revenues received and expenditures spent on approved projects in the schedule above agree to the Passenger Facility Charge Quarterly Status Reports (PFC Reports) submitted by the Norfolk Airport Authority to the Federal Aviation Administration (FAA).

<sup>1</sup> PFC revenues are shown on this schedule when the cash is received (cash basis).