



## General Manager's Report

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### Item 1 – Upcoming Training/Conference Opportunities

There are many great Conference and Training opportunities in 2021. As you can see from the list below, there are various virtual training and in-person conference opportunities coming up this year. Some upcoming training opportunities include the following:

- 2021 General Managers Leadership Summit – Olympic Valley CA – June 27, 2021
- 93<sup>rd</sup> Annual AAAE Conference and Exposition – Las Vegas NV – July 11-14, 2021
- SWAAAE Summer Conference – Reno NV – July 18-21, 2021
- CSDA Annual Conference and Exposition – Monterey CA – August 30 to September 2, 2021
- AAAE General Aviation Conference – Virtual – August 22-24, 2021
- Special District Leadership Academy – South Lake Tahoe CA – September 26-29, 2021 (New Board Members are highly encouraged to attend this training if able)
- National Airports conference – Savannah GA – September 26-28, 2021
- 36<sup>th</sup> Annual Aviation Issues Conference – Kauai HI – January 9-13, 2022

### Item 2 – Employee Cost of Living Adjustment

Each June the Board reviews and approves the annual Cost of Living Adjustment (COLA) for District employees. In May of each year Staff provides an estimation of the upcoming COLA planned to come before the Board at the June Board Meeting for approval. Please find the attached *Consumer Price Indexes Pacific and U.S. Cities Average for April 2021*. The current April 2021 index is 3.8%. The May Year End West – Size Class A Index numbers are typically used to set this rate. This is just an informational item for the Board. If the Board or public have any questions on COLA, please let us know. This will be an action item, based on the May 2021 Data at the June 23, 2021 Board Meeting.

NOTE: General Manager is not subject to COLA. GM merit increases and COLA is reviewed together each January.

### **Item 3 – ACT Update**

We are moving along in our launch of the Airport Community Team (ACT). We are planning our first meeting on June 9<sup>th</sup> at 6:00 PM. The topic will be “Expectations for Summer of 2021.” This will include what we expect regarding traffic operations for Summer 2021, when does this traffic come (operational tempo), tools we are using to try and reduce impact, and how community members can keep us informed as to their experience. We have a new ACT link on the website that went live on May 16<sup>th</sup>. We have a print, radio, and social media campaign going on right now to get word out to the community that there are opportunities to participate on ACT. It is a work in progress, but we hope it will get some momentum and that we can have good participation District wide. We will discuss Board of Director attendance at this meeting on the Board Committee Agenda Item.

### **Item 4 – EAA Chapter 1073 Building Lease Payment Offset Reconciliation**

Per our Agreement with EAA 1073, the District allows rental offsets for community service rendered by EAA volunteer. These are typically associated with Air Show volunteer hours as well as Young Eagle Flights. Most of their rent offsets come from Young Eagle Flights and scholarships each year. As you are aware, due to the pandemic they were not able to conduct Young Eagle flights in 2020 and for the first part of 2021. The Chapter hopes to be able to begin these flights again very soon and will be back on track with their volunteer programs. It should also be noted that due to COVID-19 restrictions, they were also unable to use the EAA building for its intended purpose for the past year. The EAA building has primarily sat vacant for the last 15 months. In 2019 the EAA Chapter was very active with a total Earned Rent Credit of \$38,726.10. Their rent offset obligation was \$14,232. Staff has every expectation that EAA will be able to meet current and future rent offset obligations when they are fully able to leverage their donation, educational, airshow, and Young Eagle programs. Staff would like to defer the EAA Reconciliation for 12 months to allow full recovery of their programs. At that time, we can reconcile 2020 and 2021 rent credits.

### **Item 5 – Air Show Update.**

The Air Show is progressing nicely for our Sept. 11, 2021 Air Show date. We did learn this week that the F-35 Lightning Demo Team from Hill Airforce Base will be coming to our Show. More details will be forthcoming. All other plans and arrangements are on schedule. I will provide a brief update at the meeting.

### **Item 6 – Budget Timeline for 2022 Budget Process.**

We reviewed this item at the April 28, 2021 Board Meeting. Due to scheduling issues, we were not able to reach a definitive date for our 2022 Budget Goal Setting Workshop. Below is our proposed schedule for the 2022 Budget Process.

- Mid-June 2021– Board of Director Budget Kick Off Workshop. This will primarily be a 2022 Goal Setting and Focus Areas exercise to guide budget process.

- June 23<sup>rd</sup> – Send out Budget Worksheets to Board and District Staff
- July 21<sup>st</sup> – Budget Worksheets are due.
- August 25<sup>th</sup> from 1:30 PM to 4:00 PM – Budget Opportunities Workshop
- September 22<sup>nd</sup> – Presentation of 1<sup>st</sup> Draft of Preliminary Budget
- October 27<sup>th</sup> – Presentation of 2<sup>nd</sup> Draft of Preliminary Budget
- December 1<sup>st</sup> – Adoption of 2022 Final Budget

Next step in this Budget timeline is to schedule the first Budget Workshop. A new doodle.com scheduling link was sent out on May 20<sup>th</sup>. We will confirm the meeting time based on results of the poll.

#### **Item 7 – Upcoming Board Meeting Schedule**

Board Meeting dates are as follows:

- June 23, 2021
- July 28, 2021
- August 25, 2021 (Budget Workshop at 1:30 PM with Board Meeting Starting at 4:30)

#### **Item 8 – Review of District Goals**

Staff will review future goals with the Board. Included in this report are Goal Worksheets that we can review together.

#### **Attachments to GM Report**

Item 2 – Consumer Price Indexes Pacific and U.S. Cities Average for April 2021.

Item 8 – District Goals for 2021 and Goal Worksheets