



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 in-person conference opportunities coming up this year. Some upcoming training opportunities include the following:

- NATA Aviation Business Conference – Miami FL – November 3-4, 2021
- 36th Annual Aviation Issues Conference – Kauai HI – January 9-13, 2022 - Kevin Smith and Hardy Bullock are scheduled to attend.
- Airport Management Short Course – Monterey CA- January 23-26, 2022
- Airport Planning, Design, and Construction Symposium – Nashville, TN, March 1-3, 2022
- AAAE Annual Conference and Exposition – Seattle WA – June 5-8, 2022

Item 2 – ACT Update

Our 5th Airport Community Team meeting was held on October 13, 2021. From a staff perspective, we felt it was a great meeting and we appreciated those that attended and commented. A briefing of the meeting as well as a recording is available at truckeeatahoeairport.com/administration/act. The theme of the meeting was “A discussion about airport hangars.” We discussed and answered questions such as: why the District doesn’t build more hangars, can I lease property to build a private hangar, what is the process to lease a hangar, what are “Fly Quiet” incentives, how does the wait list function, and other questions related to airport hangars and hangar leasing. For a more detailed review of the meeting as well as attendance, please see the attached Summary Brief.

Topics for the next two meetings are as follows:

November 10, 2021 – Topic: Overview of the Districts Agency Partnership and Community Sponsorship Programs. Staff will provide a program overview, review the program’s history, highlighting recent changes to the program, why the program was instituted, current and past partnerships, and the future of the program. We will also review and discuss the Community sponsorships program including the types of eligible sponsorships, the application and approval process, what we have funded in the past, and what the future holds for this program.

December 8, 2021 – Topic: A discussion about District Finances and overview of the 2022 District Budget. We will review the various funding and revenue sources as well as expenditures of the Airport District. We will review the property tax allocation received by the District each year. We will also receive a presentation regarding highlights of the 2022 District Budget which is scheduled for adoption on Dec. 1, 2021.

Item 3 – Warehouse Utility Audit

Earlier this year after the electrical upgrades and construction on the warehouse were complete Mitch Montgomery was able to go in and audit all the meters in that building to assure it was set up correctly for the individual units. As that audit was completed it was found that Maker Space and Food Hub had not transferred their billing to their name. We immediately let them know they were to have done this when they moved in. They apologized and corrected it. We have since audited the bills and found that Food Hub will owe \$7,110 and Maker Space will owe \$5,039. Food Hub uses quite a bit of power due to the big fridge and freezer. We are working with both to recover these costs and come up with a plan for them to make payment to the District for these bills. Food Hub is in fair to good financial condition as best we can tell as their services are and were in demand during COVID. As we all know Maker Space has been hit hard by the Pandemic and are still getting back on their feet. While they are paying their rent and all their utilities right now, they still have some deferred rent they owe us. Per our Board discussion on this earlier this year, we deferred their past debt COVID Relief rent payments for 12 months to allow them more time to recover. We will work with them to see when they will be able to pay back this bill.

Item 4 – Classification and Compensation Study

Staff has received the draft of the employee Classification and Compensation Study. It has been provided to airport senior staff and the Board Executive Committee which includes the Board President and Vice President. It is our intent to review these documents with the Board Executive Committee and provide a full presentation to the Board with recommendations at the December 1st Board Meetings. It is our intent to get the full study out to the Board and all airport Staff by the second week of November giving all an opportunity to review, comment, and ask questions. Any adjustments necessary to employee classification and/or compensation will be recommended as part of the Dec 1st meeting agenda as well as proposed in the final draft of the 2022 Budget to be considered for approval on December 1st. If any of the Board or public have questions on this process, please feel free to inquire.

Item 5 – Budget Timeline for 2022 Budget Process.

This is a monthly update on the Budget timeline for the FY2022 Budget process. Below is the proposed schedule subject to change:

- October 27th – Presentation of 2nd Draft of Preliminary Budget
- December 1st – Adoption of 2022 Final Budget and 2022 District Goals

Item 6 – Upcoming Board Meeting Schedule

Board Meeting dates are as follows:

- December 1, 2021
- January 26, 2021 (Staff would like to discuss the possibility of moving this date to January 19th to accommodate SWAAAE Meetings)
- February 23, 2021

Item 7 – 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 – ACT Meeting Briefing

Item 7 – District Goals for 2021 and Goal Worksheets