



# General Manager's Report

**Item 1 – Community Outreach Events Report**

**Item 2 – Board of Director Team Building Retreat**

**Item 3 – Project Tracking List**

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## **Item 1 – Community Outreach Report**

Staff is looking forward to our annual Santa Fly in on December 10, 2011. Festivities will begin at 9:00 AM.

I also wanted to let the Board know that the Airport District was one of the nominees for the Excellence in Government Award – 2011 by the Truckee Donner Chamber of Commerce. While it was nice to be recognized we lost the award to Nevada County Supervisor Ted Owens. I was happy for Ted. He is a good friend of the District.

## **Item 2 – Board of Director Team Building/Goal Setting Retreat**

We have scheduled this meeting for January 31, 2011. It is our plan to hold this meeting in our new Community Room at the Airport. If we cannot hold this meeting at the airport, we have a backup plan to meet in the east conference room at Town Hall. The focus of the meeting will be to learn more about each other and how we relate together as a group, reflect on what's been working regarding Board communications and decision-making, and consider together how to ensure excellent partnerships, decision making, and communication in 2012. MBTI (Myers Briggs) will be part of this exercise. Director Jones and Morrison and I will need to complete the testing by early January. We are still looking at a few different options for a facilitator. I will have the facilitator issue fully explored with a recommendation at the Dec. 1<sup>st</sup> meeting. We will assure no business items are included on the agenda for this workshop. It will strictly be a team building/Board relations meeting with a focus on communications.

It will be beneficial for the Board to consider this training opportunity and what each hopes to gain for the training. We should have a brief discussion on Dec. 1<sup>st</sup> regarding this question to assure everyone is in alignment as to desired result of the meeting.

## **Item 3 – Project Tracking List**

I plan to retool the project tracking list for the January 2012 meeting. With the adoption of the new Budget and the GM Evaluation and Goals, I plan to update the list to reflect this new work program.

That being said, I have updated the current project tracking list to reflect current activities.

To assist in your review, items listed in red have new information and updates. The Priority color key is as follows:

**RED:** High Priority. Staff is currently working on the project.

**ORANGE:** Medium Priority.

**BLUE:** Low Priority.

### New Projects This Month

- New projects will be included in the January 2012 List to reflect GM evaluation and 2012 Budget.

### Completed Projects Removed From List (all Ref# refer to Oct. 2011 Project tracking list)

- Ref# 12 – Lavatory Cart
- Ref# 19 – 2011 Summer Pavement Work Program
- Ref#23 – Medevac Crew Quarters

### Quick Updates (Ref# refer to Dec. 2011 List)

- Ref#2 – Land Use Assessment/Property Acquisition Watch List
- Ref#7 – News Letter
- Ref#22 – Trust/Annuity for Waddle Ranch