



# CCAA BOARD MEMO

Agenda Item: H-3

BOARD MEMO 2024-04

Meeting Date: February 21, 2024

**Agenda Title:** FOR DISCUSSION AND POSSIBLE ACTION: CONSIDERATION FOR PAY INCREASES FOR AIRPORT MANAGER. (S. TACKES)

**Staff Summary:** Annual review of Airport Manager. Per Staff/Airport Counsel evaluation, an increase in the Manager's salary is warranted based on a review of comparable regional salaries, the Airport Manager's performance this past year, and increased demands on him from the increase in airport projects.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 15 Minutes

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## **Proposed Motion**

I move to approve the pay increase for Corey Jenkins to \$113,000 Effective March 1, 2024.

## **CCAA'S Strategic Goal**

- Maintain financial stability.
- Maintain positive relationships with the community.
- Support economic activity in the region.
- Provide for the safety and security of airport users.
- Maintain airport infrastructure in top condition.

## **Previous Action and Executive Summary**

The attached charts show that the airport has been performing well financially since Corey Jenkins was hired. The improved financial performance of the airport can be credited to fully utilizing available data and modern data analysis techniques as well as excellent customer service. With a focus on based aircraft, attention to detail of the existing lease agreements, and attracting new tenants, the

year over year increases in annual revenue are significant. This has also been accomplished without adding any additional burden on existing airport users and maintaining a high level of customer satisfaction.

The airport is in a period of growth with many ongoing projects and more potential development projects from multiple developers coming soon.

The general appearance and the maintenance of the airport and airport facilities have improved. Ongoing projects, such as erosion repair in the safety areas, regular inspection of critical airport infrastructure, and pavement maintenance are ongoing that will continue to improve the airfield into the future.

An increase in Corey's pay is warranted based on the performance of the airport alone, but it is also notable that Corey is underpaid compared to other similar airports.

The attached charts show that despite Carson City Airport having far more based aircraft and airport operations than other airports, Corey is being paid the least. A salary adjustment to \$113,000 is easily affordable as shown by the airport preliminary budget and would be more competitive. The Carson City Airport Authority has been proud to run an efficient operation and that will continue to be the case as the proposed rate is still lower than most other airports, while becoming more competitive in the market.

June 28, 2021 (Item F-1) – Corey Jenkins hired as the Airport Manager.

February 16, 2022 (Item H-1) – Corey Jenkins was determined to meet the requirements set forth in the Offer of Employment.

### **Financial Information**

Is there a fiscal impact?

No  Yes

If yes, account name/number & amount: 3099 General Fund

General Fund/ Federal Share:

Salary will increase from \$93,150 to \$113,000.

Nevada Public Employee Retirement Contributions will increase by \$6,649.75.

Workers Compensation Insurance will increase by \$313.63.

Is it currently budgeted?

A pay increase was included in the 2024 budget, and it is in the preliminary 2025 budget.

**Alternatives**

Approve a different pay increase.

Decline the pay increase.

**Board Action Taken:**

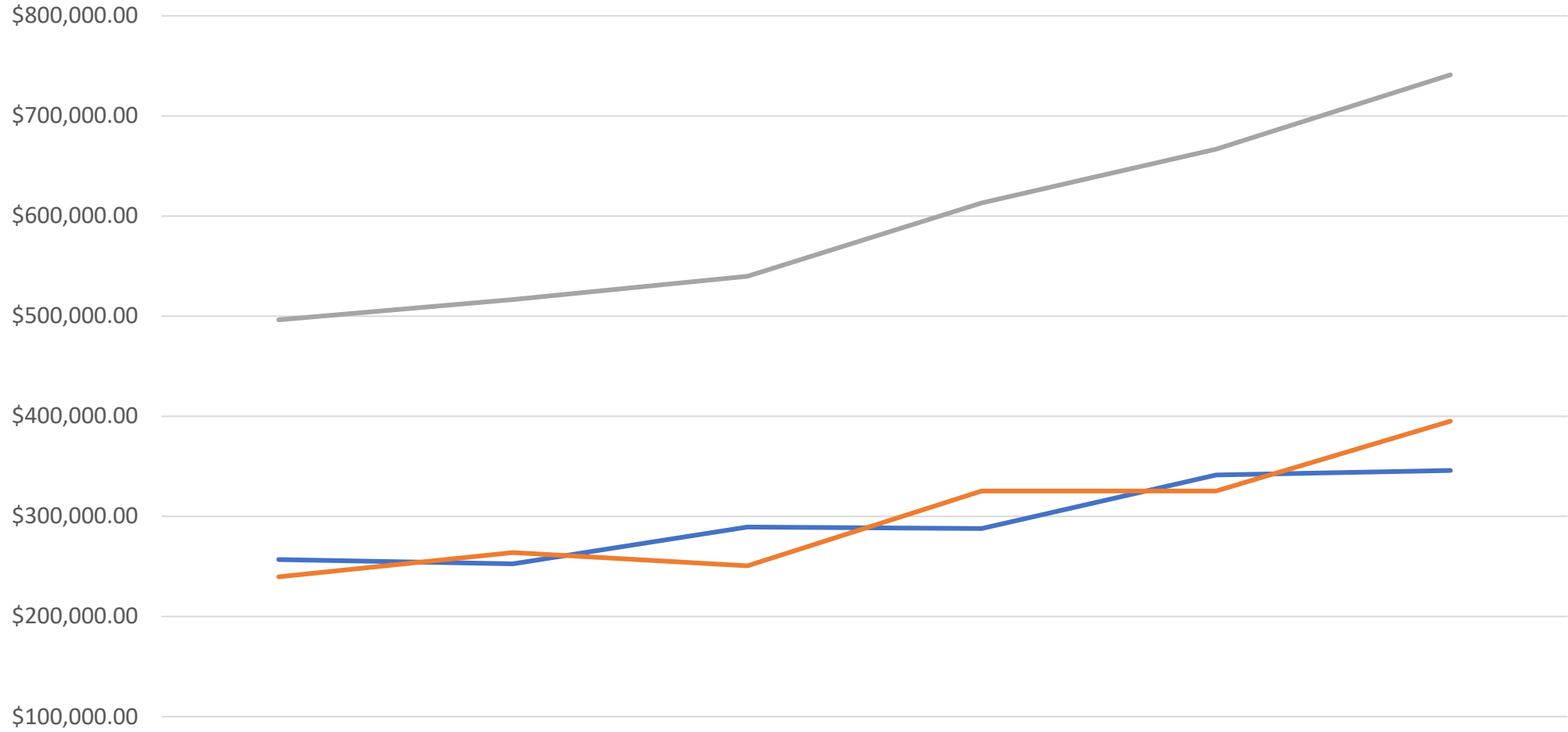
Motion: \_\_\_\_\_ 1) \_\_\_\_\_  
2) \_\_\_\_\_

Aye/Nay

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(Vote Recorded By)

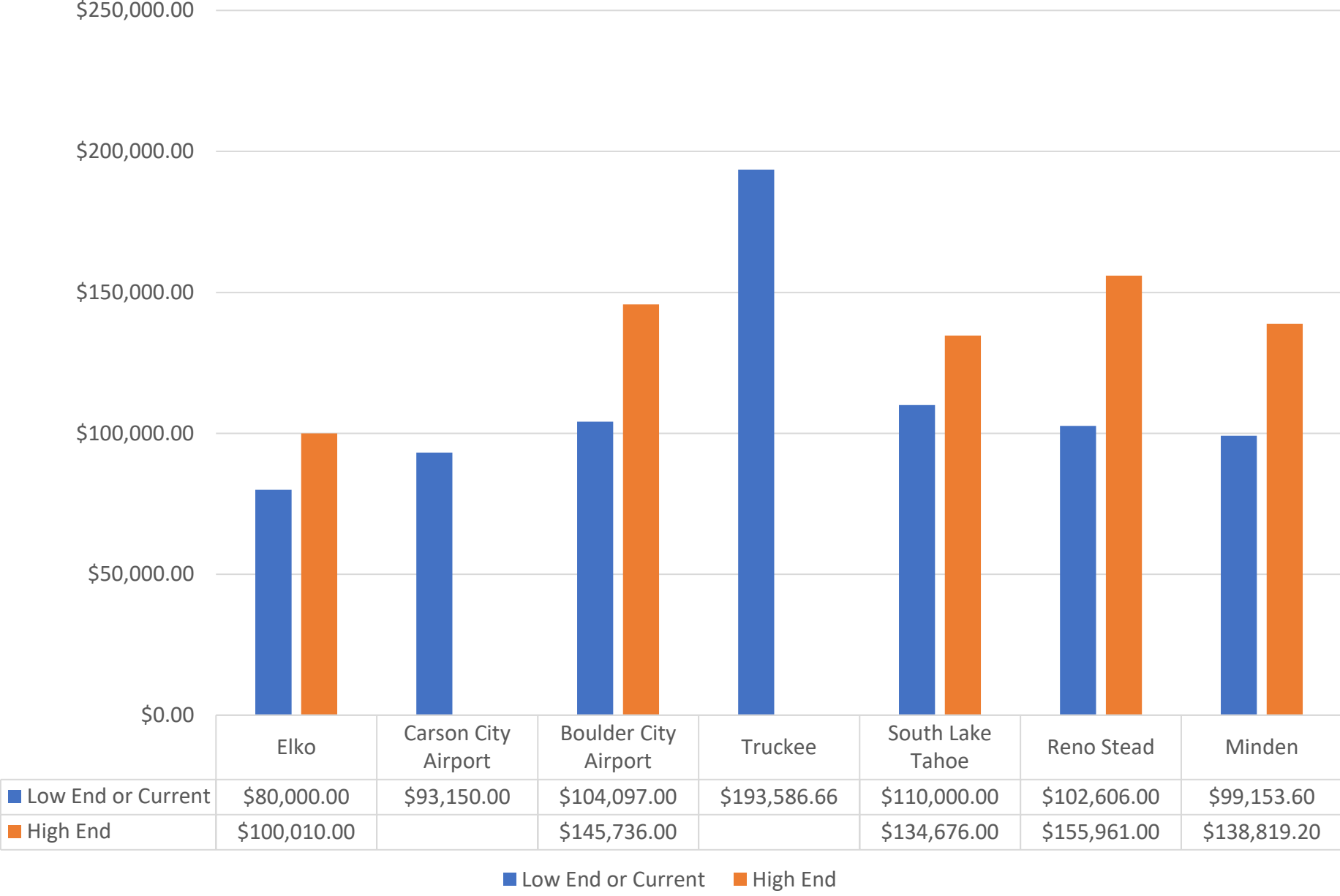
# CXP Lease and Property Tax Revenues Over Time



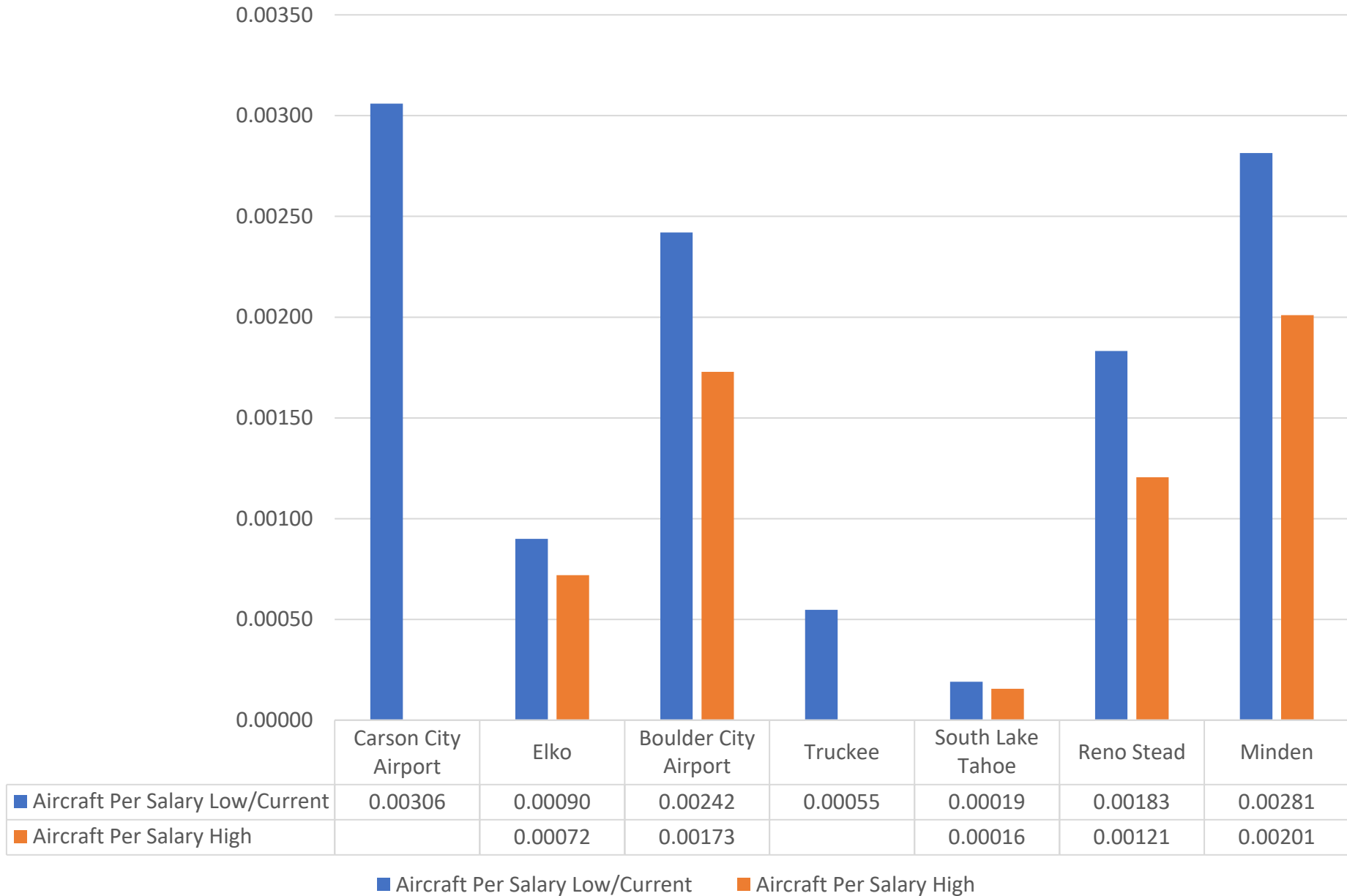
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Property Tax	\$256,852.00	\$252,728.00	\$289,243.00	\$287,841.66	\$341,313.00	\$345,965.00
Airport Leases	\$239,587.00	\$263,909.00	\$250,635.00	\$325,321.00	\$325,390.00	\$395,000.00
Total	\$496,439.00	\$516,637.00	\$539,878.00	\$613,162.66	\$666,703.00	\$740,965.00

Property Tax Airport Leases Total

# Airport Manager Salary Ranges or Current Salary



## Airport Manager Based Aircraft to Salary Ratio



**Airport Manager Salaries @ Comparable Airports**

<b>State</b>	<b>City</b>	<b>Airport</b>	<b>Salary Range</b>	<b>Date of Data</b>	<b>Based Aircraft</b>	<b>Annual Operations</b>
Nevada	Carson City	CXP	\$93,150	2024	285	86,088
Nevada	Boulder City	BVU	\$104,097 - \$145,736	2022	252	44,521
California	Truckee	TRK	\$193,586.66	2021	106	35,000
Nevada	Reno Stead	RTS	\$102,606 - \$155,961	2022	188	49,800
California	South Lake Tahoe	TVL	\$110,000 - \$134,676	2023	21	25,875
Nevada	Elko	EKO	\$80,000 - \$100,010	2023	72	13,863
Nevada	Minden	MEV	\$99,153.60 - \$138,819.20	2024	279	90,568