



FlyCarsonCity.com

CCAA BOARD MEMO

Agenda Item: H-03

BOARD MEMO 2025-05

Meeting Date: February 19, 2025

Agenda Title: FOR DISCUSSION AND POSSIBLE ACTION: Consideration of a pay increase 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

Proposed Motion

I move to approve the 5% pay increase for Corey Jenkins Effective March 1, 2025.

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

Over the past year, the airport has continued to perform well financially. Under the Airport Manager's supervision, additional airport staff have been trained and now have Airport Operations staff present 7 days a week for 10 hours a day. This has also resulted in significant improvements to airport maintenance, airport security, wildlife hazard mitigation, and more.

Airport emergency preparedness has been improved thanks to efforts to collaborate with other City Departments resulting in an emergency table top exercise that was beneficial to all who participated. The Airport Manager is planning for future practical exercises to implement what we have learned.

Customer service and airport security have been increased thanks to the addition of an Airport Administrative Assistant who, under Airport Manager supervision, has been actively working to make sure airport access control is properly managed according to the airports access control and driving rules and regulations. Airport trespassing incidents and vehicle incursions in the movement area have been reduced. In doing so, the Airport benefits by allowing the Airport Manager to concentrate on the matters prioritized by the Authority.

Last year the Authority adjusted the salary per comparison to other regional salaries. Since that time, the Authority has adjusted other Airport staff salaries by 5% to keep up with inflation and general increases in the marketplace. The same basis supports the 5% increase for the Airport Manager.

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.

February 15, 2023 (Item H-3) – A 10% pay increase was granted to Corey Jenkins

February 21, 2024 (Item H-3) – Corey Jenkins was determined to exceed the requirements set forth in the Offer of Employment and was granted a salary adjustment to be more competitive with the market rate for an Airport Manager.

Financial Information

Is there a fiscal impact?

No Yes

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

- Salary increasing from \$120,000 to \$126,000 annually
- Nevada Public Employee Retirement Contributions will increase by \$2,205
- Workers Comp will not change

Is it currently budgeted?

Yes

Alternatives

Approve a different pay increase.

Decline the pay increase.

Board Action Taken:

Motion: _____ 1) _____
2) _____

Aye/Nay

(Vote Recorded By)