

**MINUTES OF THE FINANCE AND PERSONNEL MEETING OF THE BOARD OF DIRECTORS  
OF THE INDIAN WELLS VALLEY AIRPORT DISTRICT  
APRIL 21ST, 2021 @ 11:00 AM (Held via Teleconference)**

**1. CALL TO ORDER AND ROLL CALL**

Jim Paris called the meeting to order at 12:00 AM. Present were: Directors Chip Holloway, Jim Paris, Office Manager Demi Mace, Airport General Manager Scott Seymour, District Counsel Scott Nave via teleconference

**2. PLEDGE OF ALLEGIANCE TO THE FLAG WAS LED BY Jim Paris**

**3. DISCUSSION: MANAGERS REVIEW**

Scott tells the committee he hasn't had a raise since June 14<sup>th</sup>, 2018 and he currently makes 50 per hour 104,000 per year salary. Jim asks about the accomplishments that have been made by Scott at the airport and lists off the terminal, fuel farm, runway 2-20, the ARFF garage. Scott tells the committee that he took over in 2006 and the airport had about 34k in the bank and a 36k loan payment due the next month. By the end of the first year we had 100k in reserve and within 5 years Scott wanted to build the terminal and Scott has fostered relationships with huge military groups and we have become the location for a lot of military group events. We have a full schedule for this year and it keeps growing, with fuel as the airport's biggest revenue generator. The 3 airport staff have at times supported up to 32 aircraft. Scott says his first AIP project was 21 and we are now on Airport Improvement Project 36, 16 major projects, Around \$29 million in improvement projects for the airport. These projects include the current runway 2-20 reconstruction that would have cost the airport over a million dollars in match funds, but the airport is not paying any match for. Scott mentions that he has taken great advantage of the GSAXcess (excess property) site and the airport

has obtained over a million dollars in property, including forklifts which are a necessary tool for the military groups we host. Scott got a new lease tenant in the building across from the TASM hangar. The lease includes over 30k in tenant improvements. Jim Paris talks about multiple commercial and other film shoots that the airport has hosted thanks to Scott. Scott says that because of the runway project the airport has had to turn away over 230k in film since we cannot close a second runway with 2-20 closed. The airports 5-year capital improvement program includes \$30 million in possible improvement projects for the airport, and there are plans to rebuild the airports biggest runway in the coming years in order to be able to have accommodate larger aircraft, such as the military C-17's, which will create the ability to host more large military groups in the future. Chip says that based on what he knows of the airport's finances, it makes more sense to give Scott bonuses than to lock the airport in to some sort of retirement plan. We dial Scott Nave, the airports district council, to get his input on bonuses. Scott Nave explains that bonuses can be given for performance or as a retention (stay put) bonus, they cannot be given retroactively. It can be tied to his anniversary year, the airports fiscal year or a calendar year, but it must have some basis such as performance or retention. Scott Nave explains that march 8<sup>th</sup> is normally when his compensation should be adjusted, but since we are still negotiating the managers review/bonus and we are passed Scott's anniversary date, it can be made retroactive to March 8<sup>th</sup> for this year. The committee agrees on a recommendation to the board of a "stay put"/retention bonus of \$15k over the course of three years and a \$10,500 salary raise.

Scott also had a possible cash out of vacation hours that would have been equal to \$6,581.00, but since it is vacation time it is board decision whether he gets to cash out or just loses it, and Jim recommends that it be taken to the board.

**4. PUBLIC COMMENT**

**5. COMMITTEE COMMENT**

**6. ADJOURNMENT 1:13pm**

Approved at the May 28<sup>th</sup>, 2021 Special meeting of the board of directors of the Indian Wells Valley Airport District

A handwritten signature in cursive script that reads "Dennis Mace". The signature is written in black ink and is positioned above a horizontal line.

Board Clerk: \_\_\_\_\_