

**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 \$50.00 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 we built a new terminal building and had almost one million dollars in reserve. Scott has fostered relationships with various Special Operations groups and DOD contractors. IYK has become the go to location for military training group events. We have a full schedule for this year and it keeps growing, with fuel as the airport's biggest revenue generator. The airport staff have at times supported up to 32 aircraft. Scott says his first Airport Improvement Project project was AIP-21 and we are now on AIP-36, 16 projects, Almost 30 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 matching funds, but the airport was able to secure 1 million dollars of CARES ACT for match.

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 negotiated a lease with Ahern Equipment Rentals for the former TI Building. 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 revenue since the runway reconstruction has started. The airports new 5-year capital improvement program includes \$30 million in possible improvement projects for the airport, and there are plans to reconstruct runway 15/33 in 2023. The airport will soon be able accommodate larger aircraft, such as the military C-17's, which will lower cost for 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  
Airport District

Regular meeting of the board of directors of the Indian Wells Valley

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