



**COMMISSION
AGENDA MEMORANDUM**

Item No. _____

BRIEFING ITEM

Date of Meeting

October 13, 2020

DATE: September 28, 2020

TO: Stephen P. Metruck, Executive Director

FROM: Lance Lyttle, Managing Director, Aviation Division
Jeffrey Brown, Chief Operating Officer, Aviation Division
Borgan Anderson, Director, Aviation Finance and Budget

SUBJECT: Aviation CIP and 2021 Operating Budget Commission Study Session

EXECUTIVE SUMMARY

The purpose of this briefing is to present the Capital Improvement Program (CIP) project specific update and Peer Review results and to discuss the Commission's 2021 preliminary operating budget for the Aviation Division, as well as to provide a brief overview of the methodology behind the Aviation enplanement forecasts to the Commission. Staff would also like to seek the Commission's feedback on the preliminary budgets.

This is one of a series of budget briefings to the Commission starting from early June. Staff also plans to discuss the Tax Levy and Draft Plan of Finance on October 27, 2020, prior to the formal Commission reviews and approvals of the 2021 budget in November.

ATTACHMENTS TO THIS BRIEFING

- (1) Presentation slides

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

June 4, 2020 – 2021 Budget Discussion

July 14, 2020 – 2021 Budget Development Briefing

July 29, 2020 – Commission Budget Retreat: Industry Analysis and SWOT

August 6, 2020 – Commission Budget Retreat: CIP and Levy Discussion

September 22, 2020 – 2021 Central Services Preliminary Budget Briefing