

ACAT Meeting Minutes from the January 13, 2014 Regular Meeting

Call Meeting to Order: 9:43 a.m.

ACAT Members Present: Andrew Terry
Leigh Golden
Deborah Croyle
Robert Anderson (via conference call)
Christopher Cage
Tom Combs

ACAT Members Absent: None

Staff Present: Hardy Bullock, Director of Aviation and Community Services
Mike Cooke, Aviation and Community Services Manager
Marc Lamb, Aviation and Community Services Associate
Lauren Tapia, Administrative Clerk

Public Present: 4

SPECIAL ORDERS OF BUSINESS: Mr. Hardy Bullock stated that there will be two adjustments to the ACAT agenda. Interim Vice-Chair Deborah Croyle acknowledged the changes to the agenda and stated that the Truckee Trails project, which was scheduled to be presented under Member Reports, will be presented first, and the Contractor Video Presentation will follow after. Interim Vice-Chair Croyle also indicated that the Night Operations Final Study Paper and Recommendations will be deferred to the February ACAT meeting.

PUBLIC COMMENT: None.

TRUCKEE TRAILS PROJECT

Mr. Bullock gave a brief history regarding the trails project. Mr. Bullock stated that the Trails sub-committee is essentially looking for a proposal from the Truckee Trails Foundation with a scoped introduction into a future Trails Master Plan. Mr. Paco Lindsay and Ms. Allison Pedley from the Truckee Trails Foundation submitted a proposed plan to the Trails sub-committee, and are in the audience to hear feedback from the sub-committee.

Member Tom Combs, Trails Sub-Committee member, stated that the idea of handing over the master planning process over to the Truckee Trails Foundation made sense. Member Combs stated that their cost proposals were reasonable, but Member Combs expressed concern about the group not getting bogged down and drawing out the process. Member Andrew Terry stated that he doesn't believe this project needs to be rushed, but that it should be done correctly the first time around. Member Terry expressed the land swap is a confusing item, and the fact that it hasn't happened yet doesn't make it easier.

Mr. Bullock stated that the potential land swap idea has been on the forefront for a while and that it is slowly gaining momentum. Mr. Bullock stated that he is unsure where Mr. Kevin Smith is regarding the subject, as other initiatives currently have been more of a precedent.

Member Golden stated that he met with Mr. Lindsay and Ms. Pedley and thanked them personally. Member Golden expressed that he is completely behind the project, and that this project is a good outreach project for the community.

Member Terry stated that he wanted confirmation that the rate of service with the Truckee Trails Foundation is fair and reasonable. Mr. Bullock stated that Truckee Trails felt the rate ACAT would pay them is a sustainable and reasonable rate for the project. Member Terry expressed concern over staff time, and Mr. Bullock stated that he would like to see ACAT take the lead with the project. Staff can support the GIS portion of the project. Member Terry questioned the Truckee Trails Foundation if they had adequate amount of time for the project, and Mr. Lindsay stated that their group is highly motivated to take this project and run with it.

Interim Vice-Chair Croyle stated that the expertise the Truckee Trails Foundation will bring to the project is wonderful and impressive. Vice-Chair Croyle stated that there lacks overall estimate of cost, and would like to see that for planning purposes. Member Combs agrees with Vice-Chair Croyle but also added that he would like to see a project timeline added as well.

PUBLIC COMMENT: Ms. Allison Pedley expressed excitement for the opportunity the Truckee Trails Foundation has for the proposed project. Ms. Pedley stated that this is an amazing opportunity for the Truckee Tahoe Airport District and the Truckee Tahoe community.

MOTION #1: Member Combs motioned to move forward with the Trails Project and for the Truckee Trails Foundation to return at the February ACAT meeting with a project timeline. Interim Vice-Chair Croyle seconded the motion. Members Terry, Golden, Gage, Combs and Croyle voted in favor of the motion. Interim Chair Anderson unable to vote. The motion passed.

CONTRACTOR VIDEO PRESENTATION

Ms. Laurel Lippert introduced herself and her husband to the ACAT members, disclosed their aviation background and the history with the Airport. Ms. Lippert stated that Airport staff felt making aeronautical safety videos would benefit visiting pilots arriving at the Airport, therefore contracted with the Lipperts to make five videos. Ms. Lippert showed two videos; an arrival from the west onto runway 11-29 and the other a departure from runway 2-20 to the west via a left 270 degree turn.

Member Combs inquired to the amount of views each video has, Mr. Marc Lamb replied that he does not have those numbers on hand currently. Member Terry stated that he was happy that the videos are shown in good weather. Member Terry also suggested having the rest of the slated videos be given a dead line. Mr. Tom Lippert suggested one a month.

Ms. Lippert requested to discuss the potential commercial rezoning of the PC-3 property west of Highway 267, which would eliminate a critical safety buffer for pilots and the community. Ms. Lippert showed a video simulating an engine failure on take-off from runway 11-29, showing the closest immediate landing site would be on the PC-3 property. Member Terry stated that the Airport District is always interested in acquiring land. If the land was priced fairly, the District would be certainly be interested in purchasing the land. Member Golden inquired about the timing on the Planning Commission regarding PC-3. Ms. Lippert stated that the final draft hearing is Tuesday, January 20, 2015 at the Truckee Town Hall. Ms. Lippert indicated that signatures have been gathered in support to keep the land as open space.

Member Chris Gage stated that he enjoyed the videos and asked if altitude numbers be placed on the video. Ms. Lippert did stated that altitudes were announced. Member Terry asked Member Gage if the video would be informative for chartered jet pilots. Member Gage stated that the video would work for flying VFR, but jets tend to fly IFR, so the video wouldn't apply. Though, Member Gage did say applying altitudes on visual landmarks (peaks) would be helpful.

Interim Vice-Chair Croyle asked Interim Chair Robert Anderson if he had any comments. Interim Chair Anderson stated that he agrees with the deadline suggested for the remaining videos be delivered once a month.

PUBLIC COMMENT: None

MOTION #2: Member Terry motioned to direct Mr. and Ms. Lippert to provide one procedure video per month for the next five months. Member Gage seconded the motion. Members Terry, Golden, Gage, Combs and Croyle voted in favor of the motion. Interim Chair Anderson unable to vote. The motion passed.

CONSENT ITEMS

- Approve Minutes: November 17, 2014 – Special Meeting

Member Terry questioned as to why the November 17 meeting minutes were so thin. Ms. Lauren Tapia stated that the minutes were from the workshop where only motions were noted.

PUBLIC COMMENT: None

MOTION #3: Member Terry moved to approve the November 17, 2015 Special meeting minutes. Member Combs seconded the motion. Members Terry, Golden, Gage, Combs and Croyle voted in favor of the motion. Interim Chair Anderson unable to vote. The motion passed.

AIRPORT NOISE REPORT

Mr. Bullock explained the publication called Airport Noise Report (ANR) to the Members. Mr. Bullock stated that it hosts a lot of information regarding what airports are doing globally as well as locally, things the community is doing for airport operations, FAA rules and regulations, noise compliance. Mr. Bullock stated it is a great report, but it can get technical, as airport noise is a technical business. Mr. Bullock stated that the Truckee Tahoe Airport has been featured in this publication at least over a dozen times. Mr. Bullock indicated that the Airport District is subscriber of this publication and stated that ACAT can obtain its own subscription if they are interested.

Member Terry stated he has been receiving the ANR for several years, though he finds it gets back logged pretty quickly. Member Terry questioned why ACAT needs a separate subscription if District has a current subscription. Mr. Bullock stated that he can send select articles to the members if he finds it appropriate if a separate subscription is not warranted.

Member Combs stated that he has looked at it a few times, but felt as though it was too technical. Member Combs stated that he wouldn't make much use of it very much. Interim Vice-Chair Croyle stated that a lot of it isn't applicable but she feels that it is a valuable reference to have. Member Terry suggested a sister publication called the Environmental Airport Report. Member Terry did state that over the years a few articles have struck his interest, and that he would not want to keep this publication from other Members who find ANR as an interest.

Mr. Bullock informed the members that the subscription has been budgeted into the annual budget for ACAT. Mr. Bullock stated that he feels that ANR is a valid publication for what is going on at ACAT. Interim Vice-Chair Croyle questioned if there was a web portal for archived articles. Mr. Bullock replied that a PDF index is sent every year.

PUBLIC COMMENT: Ms. Mary Hetherington, Truckee Tahoe Airport Board of Director, stated that she receives the ANR and expressed that the publication applies in so many ways for ACAT.

BREAK: At 10:40 a.m. the Members recessed for a short break. At 10:51 a.m. Interim Vice-Chair Croyle reconvened the meeting.

ACAT OFFICER SELECTION

ACAT Members deliberated on which member would be voted in as Chairman, Vice-Chairman, and Treasurer for a term of one year.

Member Terry stated that he would like to suggest Interim Chair Anderson to continue on as Chair.

MOTION #4: Member Terry made a motion to appoint Interim Chair Anderson as Chair. Interim Vice-Chair Croyle seconded the motion. Members Terry, Golden, Gage, Combs and Croyle voted in favor of the motion. Interim Chair Anderson unable to vote. The motion passed.

Member Terry stated that the Vice Chair position is not as active as the Chair position. Member Combs stated he would support Interim Vice-Chair Croyle to continue on being Vice-Chair.

MOTION #5: Member Terry made a motion to appoint Interim Vice-Chair Croyle as Vice-Chair. Member Gage seconded the motion. Members Terry, Golden, Gage, Combs and Croyle voted in favor of the motion. Chair Anderson unable to vote. The motion passed.

Member Terry stated that the Treasurer position is undemanding due to District staff putting together the budget for ACAT.

MOTION #6: Member Combs made a motion to have Member Terry continue on as Treasurer. Member Gage seconded the motion. Members Terry, Golden, Gage, Combs and Croyle voted in favor of the motion. Chair Anderson unable to vote. The motion passed.

PUBLIC COMMENT: None.

STAFF REPORT: Mr. Mike Cooke stated that there was some inadvertent outreach while the District was conducting the annual AWOS inspection. Mr. Cooke asked some questions to the FAA inspector, Mr. Mark Heath, about installing a mountain top weather system. In return, the FAA will be sending two employees from their Technical Operations department to attend the January 20th sub-committee meeting, where Visla will be pitching a potential mountain top AWOS site. Mr. Cooke stated that he is currently working on the fourth quarter operations and comment report that will be presented at the January 28th regular Board meeting.

Mr. Bullock stated that he just completed a "rack card" which is aimed towards pilots and their passengers. The rack card includes information about community outreach and safe mountain flying. The rack cards went to print and one thousand were ordered. These rack cards will be distributed at the schedulers and dispatcher conference that is coming up in San Jose. Mr. Bullock also stated that he developed an e-blast to reach operators as current operator outreach is reactionary. The new e-blast is a monthly newsletter and is considered

as an outreach prior to their arrival at KTRK. The District is also working with Tahoe TV on developing time lapse weather videos, which is quite popular. Mr. Bullock informed the members that he is also engaging with Jeppeson on developing a qualification page. Qualification pages outline all of the community and safety information regarding the Truckee Tahoe Airport. Mr. Bullock stated that he has a goal to have this completed by the end of 2015. The District developed a Request for Proposal for airspace analysis. This RFP will help to start draw conclusions about airspace, safety, safety of flight, capacity, etc. The District has received a lot of commentary but it has not received any proposals. The RFP is not due until the end of January.

Mr. Lamb indicated that he just finished a new pamphlet for pilots and the general public. The pamphlet contains a large map of the airport and has information regarding short and long term parking, where to park, where passenger drop off/pick up area are. It also includes parking rates. The operations crew just finished putting signs up in the parking area stating that a permit is required for overnight parking. Mr. Lamb stated that this will be a helpful tool for UNICOM during the busy summer months.

MEMBER REPORT: Member Combs indicated that the Trails sub-committee needs to set a February date so the Truckee Trails Foundation can come back and submit a timeline for the project. Mr. Bullock stated that it would be good to see the Foundation provide each milestone and how much it will cost.

Member Combs gave an update about the Mountain Top Weather AWOS subcommittee. The major factors of this project are determined mostly by cost and system placement. Member Combs stated that the meeting with the National Weather Service was helpful, they supplied a contact that the subcommittee should get in touch with at the Desert Institute. Different locations were discussed including the pros and cons of each location.

Vice-Chair Croyle stated that she is coordinating with Chair Anderson and District Staff to develop an RFP for Demand Drivers. Vice-Chair Croyle indicated that further meetings are needed regarding the noise monitors with Chair Anderson and District Staff over the next few weeks. More will be reported at the next ACAT meeting.

Mr. Bullock stated that Chair Anderson will be attending the UC Davis Noise Symposium, which is the ground floor with noise monitoring.

ADJOURN

MOTION #7: Member Terry made a motion to adjourn the meeting. Member Golden seconded the motion. Members Terry, Golden, Gage, Combs and Croyle voted in favor of the motion. Chair Anderson unable to vote. The motion passed

At 12:16 p.m. the October 14, 2014 regular meeting of the Airport Community Advisory Team adjourned.