

1 The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular
2 meeting held Wednesday, March 26, 2014 at the Truckee Tahoe Airport District Community Room, 10356 Truckee
3 Airport Road, Truckee, California at 5:30 pm.

4 **CALL MEETING TO ORDER:** 5:41 p.m.

5 **DIRECTORS PRESENT:** President John B. Jones Jr.
6 Vice President James W. Morrison
7 Director Mary Hetherington
8 Director Lisa Wallace
9

10 **DIRECTORS ABSENT:** Director J. Thomas Van Berkem

11
12 **STAFF PRESENT:** Mr. Kevin Smith, General Manager
13 Mr. Phred Stoner, Director of Operations
14 Mr. Hardy Bullock, Director of Aviation and Community Services
15 Ms. Jane Dykstra, Director of Finance and Administration
16 Mr. Brent Collinson, District Legal Counsel
17 Mr. Bill Quesnel, District Engineer
18 Mr. Mike Cooke, Aviation and Community Services Manager
19 Ms. Maria Martinez, District Clerk
20 Ms. Denae Granger, Administrative Clerk
21

22 **VISITORS PRESENT:** 19

23
24 **SPECIAL ORDERS OF BUSINESS:** Ms. Dykstra stated that she is retiring at the end of May, and her replacement,
25 Ms. Sally Lyon, was present at the Board meeting. There will be a two month overlap for both before Ms. Dykstra
26 retires. Mr. Smith stated that TTAD is a finalist for the California Transportation Foundation Awards for multi-
27 lateration flight tracking. TTAD is in competition with some other commercial service airports.

28 **PUBLIC COMMENT:** None

29 **CONSENT CALENDAR**

- 30
- 31 • Minutes: February 19, 2014 Regular Meeting
 - 32 • Monthly Service Bills and Fees
 - 33 • Financial Report
 - 34 • Policy Revisions PI 506 Assignments, Transfers and Use of Hangars
 - Disposition of Surplus Operations and Maintenance Vehicle

35 **PUBLIC COMMENT:** None

36 **MOTION #1 MAR-26-14:** Director Wallace moved to approve the items on the Consent Calendar. Director
37 Hetherington seconded the motion. President Jones, Vice President Morrison, and Directors Hetherington and
38 Wallace voted in favor of the motion. The motion passed.

39 **TRUCKEE FIRE PROTECTION DISTRICT PRESENTATION**

40 Mr. Smith stated that the District funded a couple of local firefighters to attend an Aircraft Rescue and Fire
41 Fighting (ARFF) Academy in San Bernardino in October 2013. The firefighters gave a presentation. Battalion Chief
42 Larry Ochoa introduced the two firefighters that went to the Academy, Firefighter Brandon Anderson, and Captain

43 Matt Parkhurst. Captain Parkhurst has been with Truckee Fire for 18 years and is the Captain at Station 96,
44 located by the Truckee Airport. Firefighter Anderson is also stationed at Station 96 and has been with Truckee
45 Fire for 10 years.

46 Firefighter Anderson gave the PowerPoint presentation. He stated that prior to this Academy, none of the
47 firefighters have had formal ARFF training. He stated that because this is a general aviation airport, the
48 firefighters are not required to be FAA certified, however, through this program, both Captain Parkhurst and
49 Firefighter Anderson became FAA certified. Most of the training was hands-on with actual live scenarios.
50 Firefighter Anderson went over several live scenarios they encountered during this training, such as fuel spills and
51 engine fires. He stated that the bumper turret (attached to the ARFF vehicle) was significantly more effective in
52 saving time, not only seconds, but minutes. He said that currently, Truckee Fire [Protection](#) District does not have
53 that capability, but with the new ARFF truck, that will be one of the capabilities. President Jones questioned when
54 the ARFF truck will be here. Firefighter Anderson stated that by this time next year, the truck should be here.
55 Captain Parkhurst thanked the Board for sending him and Firefighter Anderson to the training. Battalion Chief
56 Ochoa gave a review on how the Truckee Fire [Protection](#) District is going to apply the training to their schedule.
57 Firefighter Anderson and Captain Parkhurst will develop a formal departmental in-service training program and
58 lesson plan on ARFF to teach the other firefighters. Battalion Chief Ochoa stated that there is a lot of time spent
59 on the training of the personnel.

60 Captain Craig Harvey, also with Truckee Fire, stated that the chassis for the new truck will be delivered to
61 Minnesota at the end of April 2014, with the acceptance of the engine to come in December 2014. He expects
62 the engine to be outfitted by February 1, 2015. Director Hetherington stated that the engine will be housed at
63 the Airport Fire Station, but will be available for other off airport calls. Director Wallace stated that the main
64 concern is that at any given time, there will be two active duty fire personnel trained on ARFF with ability to
65 respond. Battalion Chief Ochoa stated that there will be, and eventually, everyone in the department will get
66 trained on ARFF. The firefighters will not be officially certified, unless they are sent to the off-site ARFF training,
67 but will be trained here by other firefighters. Captain Parkhurst stated that there has always been an aviation
68 component to their training, but the recent ARFF class has enhanced that training.

69 **PUBLIC COMMENT:** None

70 **AIRSHOW UPDATE**

71 Mr. Smith stated that the AirShow is moving along very well.

72 **PUBLIC COMMENT:** None

73 **DISTRICT REVIEW AND DISCUSSION ON PROPOSED TRAILS SALES TAX MEASURE AND CONSIDERATION OF** 74 **POSITION**

75 Director Wallace stated that at the February Board meeting, there was a public comment made asking the Airport
76 District to consider endorsing the sales tax measure. Director Wallace has since joined the campaign committee.
77 She would like the Board to consider endorsing the sales tax measure because of the number of trails and
78 connectivity with the Airport and the Town of Truckee. Mr. Smith presented the website showing the other
79 organizations endorsing this measure: votefortrails.com. He stated that a public entity, such as the Airport
80 District, can endorse a ballot measure, but cannot fund a measure.

81 **PUBLIC COMMENT**

82 Mr. Paco Lindsay, the Chairperson of the Committee for Trails, talked about the importance of the measure and
83 he asked the Board to endorse the measure.

84 President Jones questioned what the trails program is expected to raise annually, if the measure is passed. Mr.
85 Lindsay responded saying one million dollars per year over a ten year lifespan, for a total of \$10 million.

86 Mr. Andrew Terry encouraged the Board to endorse the measure. He also would like the Board to allow staff to
87 use their titles in making individual endorsements. President Jones stated that the latter part of Mr. Terry's
88 request could not be discussed at this Board meeting, because it is not on the agenda. District Counsel Collinson
89 confirmed this.

90 **MOTION #2 MAR-26-14:** Director Wallace moved to request that the TTAD endorse Measure R within the Town of
91 Truckee and give permission to be listed on the website. Vice President Morrison seconded the motion.
92 President Jones, Vice President Morrison, and Directors Hetherington and Wallace voted in favor of the motion.
93 The motion passed.

94 **MULTI-USE HANGAR PROJECT REVIEW AND APPROVAL**

95 President Jones stated that the District is trying to evaluate whether or not the Airport can justify having a multi-
96 use hangar here at the Truckee Tahoe Airport. The District is evaluating if money should be spent on this project.
97 Mr. Smith said that C&S Companies was tasked with looking at the multiple components of a multi-use hangar,
98 including: design, shape, fleet mix, staffing, etc. to help the Board make a decision.

99 Mr. Cory Hazlewood, with C&S Companies, conducted a needs assessment for a potential Hangar 3. He looked at
100 the existing and future fleet mix of aircraft that was provided by the District, as well as the existing hangar layouts,
101 and the budget information. The rental rates based on industry were also reviewed.

102 The three objectives of the needs assessment were as follows: determine justification for a transient aircraft
103 hangar at the Airport, develop and evaluate alternative layouts, and assess return on the capital investment. Mr.
104 Hazlewood went over the methodology of determining the objectives. C&S Companies looked at the targeted
105 aircraft that would occupy the multi-use hangar from a transient base. He also identified the average trend line
106 associated with the overall average of activity at the Airport. A table was also reviewed outlining potential aircraft
107 that may use hanger three based on current point of sale overnight data from aircraft in 2013.

108 President Jones questioned if Mr. Hazlewood looked at revenue generation from a de-icing program. Mr.
109 Hazlewood said it was discussed, but not completely looked at. Director Hetherington asked why the utility bill
110 was only estimated to be approximately \$5000/year [on a 15,000 square foot building](#). Mr. Hazlewood responded
111 saying it depends on the type of heating, the amount of months the hangar is being heated, if aircraft are in the
112 hangar, etc. There were a couple alternative locations that were considered on the airfield. One of the options
113 would be to relocate or remove Hangar 2. President Jones stated that there would be a large cost associated with
114 keeping Hangar 2 operational. He questioned the cost of putting Hangar 2 back into use. Mr. Stoner will get the
115 answer to the Board. Mr. Smith pointed out that if Hangar 3 were to be built, then Hangar A09 will be leased to
116 someone on the executive hangar waitlist. Mr. Hazlewood stated that the capital cost could be limited by looking
117 at the different locations.

118 Mr. Hazlewood went over the layout of the hangar option. Director Wallace questioned the amenities on the
119 interior of the layout, specifically the restrooms if there was a large event in the hangar. She also questioned if
120 Mr. Hazlewood recommends having office space based on his experience with other facilities. Mr. Hazlewood
121 stated that if this was a community events center, office space may not be the best way to utilize that space,

122 unless the District is really looking to increase their revenue. He also stated that the restrooms could be built for
123 maximum capacity. Mr. Hazlewood stated that this hangar could also be used for disaster relief and emergency
124 management efforts as well.

125 Mr. Hazlewood went over the estimation of return on investment (ROI). Director Hetherington questioned the
126 insurance liability and cost to be able to have staff move all of these planes in and out of the hangar. Mr. Smith
127 stated that staff is already moving aircraft in and out of buildings. He indicated that he will look at a policy for
128 moving planes in and out of this new hangar to assure there is not a major cost difference. Mr. Hazlewood stated
129 that if staff is already moving aircraft around, the increase in insurance would be very minimal.

130 Director Wallace questioned if the District can hold community events in the hangar and still meet the revenue
131 numbers used in the ROI calculations. Mr. Smith stated that the community events are reserved months in
132 advance, and it is unlikely that an event would occupy more than one night. Staff is looking at possibly assessing a
133 fee to community event users, even non-profits, for an evening where staff needs to move an aircraft to the ramp
134 for several hours. District employee Mr. Barrett is looking into the events over the previous years that could be
135 held in the Hangar 3, such as Soroptishop in December. Director Hetherington would like to make sure that the
136 District is not competing with the Recreation Center in terms of community events. She is concerned about the
137 numbers and she is not comfortable making a decision at this time. She would also like to know how it fits in with
138 all of the priorities of the District.

139 **PUBLIC COMMENT**

140 Mr. David Welsh, a resident of Northstar, stated that the report is titled "Needs Assessment", but does not
141 address the needs, and instead develops an economic rationale for recapturing related expenses. He stated that
142 part of the assessment stated that many GA facilities are struggling with the question of how to increase usage
143 and how to secure the economic viability of their facilities. He asked the Board if they are seeking to increase the
144 usage of the Airport. Mr. Welsh believes that people want a functioning airport facility, but not a huge number of
145 operations over a particular time period. President Jones stated that Mr. Welsh may have interpreted the
146 documentation a different way than was meant to be interpreted. Mr. Smith indicated that needs assessment
147 relates to what type of aircraft needs to be accommodated and what kind of building will meet those needs.
148 More work could be done on community usage and other potential uses.

149 Mr. Terry questioned why the Airport would want to build a facility that is designed for such big air frames, if
150 Runway 11-29 can only hold so much weight. President Jones stated that there are a lot of factors with this. Mr.
151 Terry stated that an indoor facility is attractive for security purposes, and that the planes that would be stored in
152 Hangar 3 would not be used for night operations. He pointed out that the big community events will likely
153 happen on the weekend, when the biggest aviation demand is happening as well. There might be a conflict
154 between community and aviation use.

155 Ms. Jessica Fay, with Sierra Aero, commented on the overnight usage that Sierra Aero took in over the winter in
156 Hangar 1. She estimated that in December, Sierra Aero stored approximately one aircraft in their hangar per
157 week.

158 Mr. Ted Lipien questioned if the facility will increase aircraft traffic. He stated that the plane noise is changing the
159 character of the community.

160 There was some discussion as to how large the bathrooms would need to be to accommodate large events. In the
161 Recreation Center, the maximum capacity is 1000 people, with approximately 24 toilets/urinals. Director

162 Hetherington asked Mr. Steve Randall, the General Manager of the Recreation & Parks District, if it would be a
163 problem for the Recreation Center if Hangar 3 was built. Mr. Smith stated that he will talk to Mr. Randall further
164 about this.

165 Mr. Hazlewood stated that C&S Companies looked only at the recovery of the investment based on aircraft
166 historically using the Airport. He stated that in the interest of building a Hangar 3 here, it is not always about
167 capturing more aircraft, but about capturing the aircraft that are here already.

168 President Jones clarified the economic viability is for the proposed hangar only, not the Airport in total. The long
169 term goal is to become self-sufficient economically, and not have to rely on federal tax dollars to support the
170 Airport. He would like to pursue programs that either pay for themselves over time, are a benefit to the
171 community, or have significant revenue generation, such as the warehouse. Mr. Hazlewood stated that the desire
172 of the FAA to have airports strive towards self-sufficiency is true. Mr. Hazlewood said that he took a conservative
173 approach to this needs assessment in projecting revenue

174 Mr. Smith read a previously received email from Director Van Berkem, who was absent at the meeting, stating
175 that he said he is not in any hurry to approve this item this month, unless all questions can be carefully resolved,
176 and it makes financial sense. It also needs to be safe and understand the uses the public wants the facility for.
177 Director Van Berkem would like another month to discuss this.

178 Vice President Morrison stated that in 2014, the Board has \$375,000 in the budget for planning purposes for this
179 proposed hangar. He does not believe that the Board is interested in increasing the number of operations to this
180 airport. President Jones stated that the Truckee Airport is a regional airport, and he would like to make sure that
181 all of the constituents are being heard.

182 Ms. Kathy Welsh, a resident of Northstar, stated that there already is a lot of airport noise, and it is almost
183 inevitable to get more traffic if there is a Hangar 3 built. Vice President Morrison stated that this comment is
184 similar to many from the community. He asked the general question, "should the Airport take care of airplanes
185 while they are here, and create revenue and increase safety?"

186 Ms. Welsh questioned the tie-down fee for the smaller aircraft stating that it is not very much. Mr. Smith stated
187 that there are other transient use fees, landing, fuel, and overnight fees as well.

188 Mr. Bullock stated that it is a misnomer that the aircraft operations are ever increasing at the Truckee Airport.
189 They have been in decline for a long time, but in the last two years, there has been a gentle uptick of operations
190 each quarter mostly in the turbojet and turboprop classifications.

191 Ms. Deborah Croyle stated that the needs assessment report [stated that the hangar](#) might increase traffic. She
192 also finds it hard to believe that the District is going to spend \$375,000 in the design phase if nothing is going to
193 be built. President Jones stated that there is a large part of the community that believes that the number of
194 operations will be reduced because the aircraft can stay overnight and not have to relocate.

195 Director Hetherington would like more community outreach before a decision is made. Vice President Morrison
196 believes that Hangar 3 will have a positive impact for both the Airport and the community. Director Wallace
197 questioned if there should be an Ad Hoc committee formed to help scope the next phase of work, with members
198 from ACAT, Board and staff. Mr. Smith stated that an Ad Hoc committee would be useful. Mr. Smith stated that
199 not all of the \$375,000 would have to be released all at once, but a part of it could be used to start the
200 architectural design of the building, as well as the analysis of what would happen with air traffic.

201 District Counsel Collinson read some texts he received from Director Van Berkem during the meeting. Director
202 Van Berkem suggested more analysis, and before there is a design, answers are needed to guide the architect.

203 Mr. Welsh stated that the Airport needs a “needs analysis”. He said that the fundamental questions have not yet
204 been addressed. President Jones observed that the consultant was asked to do a needs analysis on the economic
205 viability of building the hangar. He was not asked to do a full and detailed pro forma.

206 Mr. Lipien stated that the community was never told if the new hangar would increase traffic or not. President
207 Jones said that it is in the forecast that there will be an increase of traffic, regardless of whether or not there is a
208 hangar. He would like to determine what impact the new hangar will have. He said that there are factors that can
209 be used for a rational projection of future traffic.

210 Mr. Terry does not see this as a business proposition if the payback is in 42 years. He questioned the value to the
211 Airport of the community hangar and if the community needs a redundant community room. He also asked the
212 general question of if the 42 year payback is sensible for an undefined community benefit.

213 Ms. Dykstra stated that there are three separate areas to look at: the traffic impact, the community benefit, and
214 the financial analysis. There is a lot more that needs to be done if the decision is going to be based on the
215 financial piece, as the Return on Investment calculation provided in the report is rather “back of the envelope.”-
216 President Jones stated that the objective was to determine if the hangar is a viable option. Ms. Dykstra said that
217 the financial aspect needs to be fine-tuned.

218 Mr. Peter Beaupre stated that there is more detail that needs to be looked at, particularly in the financials.

219 President Jones stated that he would like to move forward in addressing the three items brought up by Ms.
220 Dykstra: the traffic impact, community benefit, and the financial analysis. Mr. Smith said that staff will start
221 working on this. There will possibly be an Ad Hoc committee tasked with this at the April 23, 2014 Board meeting.
222 The concern of President Jones is that the focus will wane. He expects a proposal or an outline on how to address
223 the traffic issue, the community benefit and financial analysis issue from staff at the next Board meeting. Mr.
224 Bullock stated that in relation to the traffic issue, a part of this was looked at through the Master Plan forecast.

225 Director Wallace read a text she received from Director Van Berkem during the meeting. Director Van Berkem
226 agrees with staff and would like appropriate outside help working on the traffic, community benefit and the
227 financials. He would like to see an Ad Hoc committee formed.

228 **RESOLUTION 2014-02 ADOPTING THE GREAT-WEST DEFERRED COMPENSATION PLAN**

229 Ms. Dykstra stated that the 457 plan was moved to Great-West Retirement Services. There needs to be a formal
230 resolution that adopts the plan as it is.

231 **PUBLIC COMMENT:** None

232 **MOTION #3 MAR-26-14:** Director Hetherington moved to approve the Resolution 2014-02 of the Truckee Tahoe
233 Airport District deferred compensation plan and waive the reading. Director Wallace seconded the motion. A roll
234 call vote on this motion resulted in the following: Director Hetherington – yes, Director Wallace – yes, Vice
235 President Morrison – yes, President Jones – yes. Director Van Berkem was absent. The motion passed.

236 **AIRPORT COMPATIBILITY LAND USE PLAN (CLUP) FUNDING ASSISTANCE POLICY DISCUSSION**

237 Mr. Smith began by saying that the Rec & Park Center bidding for the aquatic center came in over budget, so it
238 will go out to bid again. He gave the Board a [draft](#) policy instruction that would allow the Airport District to
239 provide some funding for projects that have CLUP building requirements.

240 Director Wallace stated that she would like ~~the District to consider other requirements and criteria at its~~
241 ~~discretion in considering funding proposals, per item number 9 of Policy Instruction 312: Funding Assistance –~~
242 ~~Comprehensive Airport Land Use Plan to remain. Item number 9 states: TTAD may consider other requirements~~
243 ~~and criteria at its discretion in considering funding proposals.~~ ~~the Funding Review Requirements and Criteria policy~~
244 ~~item number nine on the list of Funding Review Requirements and Criteria to remain on the policy.~~ She also
245 questioned why the Board cannot vote on the policy at this time. Mr. Smith answered that there should be a
246 funding request associated with the policy. He would like to see a proposal from the Rec & Park District first.
247 Director Hetherington stated that the Alder Creek Middle School ~~predates the CLUP was approved prior to the~~
248 ~~2004 CLUP and would not have been allowed in its location under that CLUP. Teachers in the portable 7th grade~~
249 ~~classrooms have told her that they periodically have to stop lecturing when aircraft fly overhead.~~ Director
250 ~~Wallace Hetherington~~ questioned if the school can be included in the policy, and if a unified school district meets
251 the criteria of local agencies. Mr. Smith stated that if the Board wants to include the middle school in the policy,
252 that is allowed, but it can only be the middle school, nothing else in Zone D. He also said that the school district is
253 considered a local agency.

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254 District Counsel Collinson stated that the bulk of the funding [for the schools comes](#) from property taxes ~~goes~~
255 ~~to and not~~ the state. Mr. Smith stated that he will talk to the school district about the middle school.

256 Vice President Morrison asked for a brief update on what was the budget for the aquatic center, what the bids
257 came in at, and how much of the bids were based on the CLUP zoning requirements. Mr. Randall stated that the
258 project went out to bid for two bodies of water. The bids came in approximately \$2 million more than the Rec &
259 Park District had to spend. The Rec & Park District had budgeted \$7.2 million for the project, with \$5.85 million
260 for the construction, but the bids came in too far over budget. Due to the high bids, some things have been cut.
261 He stated that the funding from the Airport is crucial. The project will go back out to bid in late April.

262 PUBLIC COMMENT

263 Mr. Terry gave some suggestions on the funding review. He suggested adding in charitable organizations [to item](#)
264 [number 6 of Policy Instruction 312 which states: the Funding considerations will be extended only to local public](#)
265 [agencies, municipalities and local by the District, which include local public agencies, municipalities, and local](#)
266 [special districts, and not state or federal agencies.](#) ~~per item six in the Funding Review Requirements and Criteria~~
267 ~~on the proposed policy.~~ He also suggested adding ~~in to~~ [item 9](#) ~~nine~~ that the requirements be specific to mitigate
268 any aviation nuisance impact. He stated that there were no requests for mitigation on the pool building for the
269 aviation impacts. He suggested putting in better windows to soften the noise of overflights.

270 Director Wallace clarified her reason for keeping item nine on the policy. She stated she would like it there in the
271 event that future potential requests come to the Board that are inappropriate. Ms. Dykstra stated that the
272 number for the original proposal for the aquatic center was \$283,700.

273 Mr. Dan Kates, with the Truckee Aquatic Coalition thanked the Board for the lengths that they are going to in
274 considering the idea of helping with the added costs.

275 Mr. Smith clarified that the policy allows the Board to consider all funding, but that the final amount is at the
276 discretion of the Board. He clarified that the Airport district may not be able to fund the full cost of CLUP required
277 improvements. He reiterated that the Land Use Commission and the Airport District are not related.

278 **BREAK:** At 8:42 p.m. the Board recessed for a short break. At 8:50 p.m. President Jones reconvened the meeting.

279 **FLIGHT TRACKING SYSTEM AND FAA INTERROGATOR LICENSE UPDATE**

280 Mr. Bullock stated that the current flight tracking system actively interrogates aircraft using transponders. The
281 current flight tracking Facility Transmitting Authorization will expire in December 2014. Staff is trying to integrate
282 the flight tracking data with Oakland Center (ZOA), and they would like to get authorization to continue using the
283 flight tracking system. Staff has been working on the Facility Transmitting Authorization (FTA) for the last 18
284 months. Mr. Bullock met with Senator Ted Gaines and his staff, and from that meeting there was a letter from
285 Senator Gaines sent to Senators McClintock, Boxer, and Feinstein on behalf of the Truckee Airport requesting
286 support at the federal level for the FTA. President Jones questioned what the support means. Mr. Bullock
287 answered stating that it is a Memorandum of Agreement saying that staff is authorized to use the flight tracking
288 system. Oakland Center is interested in seeing the aircraft on the ground at the Truckee Airport, and is in support
289 of what staff is doing.

290 Mr. Bullock stated that the Plan B would be to go out to bid for a privately installed and authorized interrogator.
291 Plan B is not preferred because it will cost some money. President Jones questioned if the FTA does not come,
292 when does staff pull the trigger on Plan B to get it installed in time to meet the requirements. Mr. Bullock stated
293 that the RFP is being built right now and hopefully will be completed by either June or July.

294 The site survey analysis for an RFP will be completed in approximately April or May and will detail the cost it
295 would take the District to expand the flight tracking system to the south. If this happens, it may entice the FAA to
296 move on the FTA license. Mr. Smith stated that the South Lake Tahoe Airport is interested in this, and they will
297 possibly help with the funding. Mr. Bullock said that there are four antenna sites in the initial coverage analysis,
298 one at the top of Northstar, one at Heavenly, one at Squaw and one on the ground at the South Lake Tahoe
299 Airport. Mr. Smith stated that staff is doing a coverage analysis to see how the leverage can be maximized with
300 the FAA to continue to interrogate aircraft.

301 **PUBLIC COMMENT:** None

302 **MASTER PLAN CHAPTERS 1-3 REVIEW AND DISCUSSION**

303 Mr. Smith stated that the Master Plan is almost done. There are four complete chapters that are online. By May
304 1, 2014, the full Master Plan and the ALP set will be ready for public review. There will be a 45 day comment
305 period for the public.

306 **PUBLIC COMMENT:** None

307 **GENERAL MANAGER'S REPORT**

308 Mr. Smith went over the upcoming training opportunities. At the NBAA Conference in October, the Airport will be
309 partnering at a booth with Bridgenet. Regarding the potential land lease with Clear Capital, President Jones
310 stated that the major discussion is with the Town of Truckee and Clear Capital and JMA Ventures regarding what
311 can be offered to entice Clear Capital to stay in town. Director Wallace questioned if there has been any change
312 in the business model of Clear Capital. President Jones confirmed that they are considering a smaller footprint for

313 the building. The other thing that is being evaluated is the opportunity to use revenue bonds as a financing
314 alternative.

315 Mr. Smith reminded the Board that the Budget Workshop is on April 23, 2014 from 3:00-5:00 pm before the
316 Board meeting. There are a couple Board members that need to update their ethics training.

317 Mr. Smith stated that if there are any projects that Directors feel are languishing on the project tracking list, they
318 should come to Mr. Smith. Director Hetherington stated that she would like to see the Unicom enhancements
319 and the endowment back on the list.

320 District Counsel Collinson stated that regarding training opportunities funded by the District, under AB1234, if a
321 Board member or staff goes to a program, a brief report is to be given. He gave a quick update on the CSDA
322 Conference attended by him and Mr. Smith [for both of them](#) stating that there was a lot of emphasis on the
323 Brown Act [and simplifying language in resolutions](#).

324 **PUBLIC COMMENT:** None

325 **CLOSED SESSION**

326 At 9:23 p.m., the Board entered closed session pursuant to government code section:

- 327 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVERNMENT CODE SECTION 54956.9)
328 The District's counsel has been informed by Steve Leonard, Legal Secretary, that a case against the District
329 on behalf of Audrey McKenzie, has been filed in the United States District Court, Eastern District of
330 California. The title and case number is not now known. A copy of Mr. Leonard's e-mail will be available
331 pursuant to Government Code section 54957.5
332
- 333 • GOVERNMENT CODE SECTION 54957 – GENERAL MANAGER ANNUAL PERFORMANCE REVIEW

334 **PUBLIC COMMENT:** None

335 At 10:00 p.m., the Board recessed out of closed session and reported the following actions:

- 336 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVERNMENT CODE SECTION 54956.9)
337 The District's counsel has been informed by Steve Leonard, Legal Secretary, that a case against the District
338 on behalf of Audrey McKenzie, has been filed in the United States District Court, Eastern District of
339 California. The title and case number is not now known. A copy of Mr. Leonard's e-mail will be available
340 pursuant to Government Code section 54957.5
341 • *Direction was given to staff.*
- 342 • GOVERNMENT CODE SECTION 54957 – GENERAL MANAGER ANNUAL PERFORMANCE REVIEW
343 • *Direction was given to staff.*

344 **BOARD MEMBER ANNOUNCEMENTS:** None

345 **PUBLIC COMMENT:** None

346 **ADJOURN**

347 **MOTION #4 MAR-26-14:** Director Hetherington moved to adjourn. Director Wallace seconded the motion.
348 President Jones, Vice President Morrison, and Directors Hetherington and Wallace voted in favor of the motion.
349 The motion passed.

350 At 10:00 p.m. the March 26, 2014 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

DRAFT

