

SUMMARY NOTES

February 12th TTAD Board Workshop

Attendees:

Board: John Jones, Mary Hetherington, Jim Morrison, Tom Van Berkem

Lisa Wallace (absent)

Staff: Kevin Smith, Hardy Bullock, Phred Stoner, Denae Granger, Sally Lyon, Brent Collinson

Consultants: Mead & Hunt

Facilitation: Seana Doherty, Freshtracks

I. OVERVIEW OF MEETING

The Tahoe Truckee Airport Board of Directors traditionally meets annually for a daylong retreat. The purpose of the February 12, 2015 Board Retreat was to create a forum for the Board to discuss key policy issues and begin the process of defining policies for these areas. The three key topics for the February retreat were:

- 1) Growth management at TTAD—aviation and non-aviation
- 2) Land use policy, specifically around annexation
- 3) Board communications

Following are the summary notes from the Board session as recorded by the facilitator. The District Clerk recorded a full, detailed set of minutes.

II. AGENDA

*Note: Below was the planned agenda but the actual meeting only touched on two of the three key topics (managed growth and board communications)

9-9:10| Welcome, President, John Jones

**9:10-9:30| Overview of agenda, process, goals for day
Kevin Smith, GM**

- Overview of agenda
 - Overview of roles
 - Process for today and future
 - Goals for day per Board feedback
- Specific Outcomes of Retreat (2):
 - 1) Policy Directive, or process to get there, for 2 key topics (managed growth, land use planning/annexation)

- 2) Board Communications (key to our success is setting effective policy and giving clear guidance)
 - Proff. Development + Reflection
 - Critical Conversations—brief review

9:30-9:40| Meeting Agreements, Seana Doherty, Freshtracks

9:40-10:00 | Review: Decision Making Process + Tools

- Review: TTAD Guiding Documents + Information
 - Master Plan, Strategic Plan, Policies
 - Public Feedback

10-noon| Segment 1: Defining Managed Growth at TTAD

Segment Goal: Build consensus on common definition or set of criteria for “managed growth.”

Background/Context: Staff + Mead & Hunt

National definitions (aviation + non-aviation)

Regional context: Nevada County, Placer County, Town, etc.

Regional growth trends

TTAD Context & Background (Current Airport definition of managed growth)

- Master Plan
- Strategic Plan
- Godbe Survey
- Public Input
- CLUP

Questions + Discussion:

- What is the District’s definition of managed growth?
- Is our current definition sufficient? What details are needed to clarify/gain agreement? How does TTAD address or define managed growth in current guiding documents?
- What is the role of the Airport District in regional growth issues?
- What are the policy directives for staff on this topic?
- Next steps

Noon-12:30: LUNCH

12:30-2:00| Segment 2: District Land Development Strategies

Goals: Begin work toward a Land Development Strategy Policy Instruction and/or Strategic Directive for non-aviation specific lands and priorities

Context/Background: Kevin

- Current guiding documents in place regarding District land use.
 - Master Plan
 - CLUP
- What's missing?
 - Specific criteria for land use for 25 acres of non-aviation lands
 - Demand Driver results
- Proposed next steps
 - Board input on process, criteria
 - Develop land use criteria for 25 acres of non-aviation lands as part of current MP
 - Coordinate development of District land use criteria with Town, County
- Discussion/Decision
 - What should the Districts land development strategy be for non-aviation lands?
 - What is the Board of Directors role in regional growth planning?
 - Do we have the right priorities and are we balanced in current and short-term airport development projects?
 - How do we balance aviation needs with needs of community?
 - What is the District's position regarding annexation of non-aeronautical property into the Town of Truckee?
 - What criteria should we use to consider/evaluate uses?
 - How important is self-sufficiency?

2-2:45

Segment 3: Board Communications

- Review Survey Results
- How are we doing?
 - What is going well?
 - What isn't?
 - What are steps for improvement?

2:45-3pm

Close/Next Steps

- Agreements on next meetings to continue moving on segments 1 & 2
- Other topics for future policy workshops

III. SUMMARY OF COMMENTS

Most of the meeting was spent on the topic of managed growth. The participants decided to move other topics on the agenda (land use planning and board communications) to future workshops.

Topics Covered in Summary Comments

- 1) Meeting Agreements (for current workshop)
- 2) Managed Growth
- 3) Board Communications

1. Meeting Agreements

Participants, after reviewing the Policy, Code of Ethics, made the following commitments for the day:

- Try not to interrupt each other
- Have self awareness of “hidden agendas”
- Allow equal time for each Board member to respond to issues
- Engage in active listening—really try and understand the other persons point of view
- Be professional
- Focus on the positive (rather than “flight or fight”)—solutions rather than problems
- Careful use of words

2. Topic: Managed Growth

Guiding documents at TTAD that help inform the managed growth conversation:

- Master Plan
- Strategic Plan
- CLUP
- Public opinion: Godbe Surveys (3), Master Plan Outreach Report

Other impacts to managed growth at TTAD

- Population growth trends in the Region
- National aviation forecasts
- Part 150161
- Negotiation of Night Operations
- 20 year FAA grant assurances
- Tower
- Technology
- Demand Driver Study

Current language in TTAD materials on topic of managed growth:

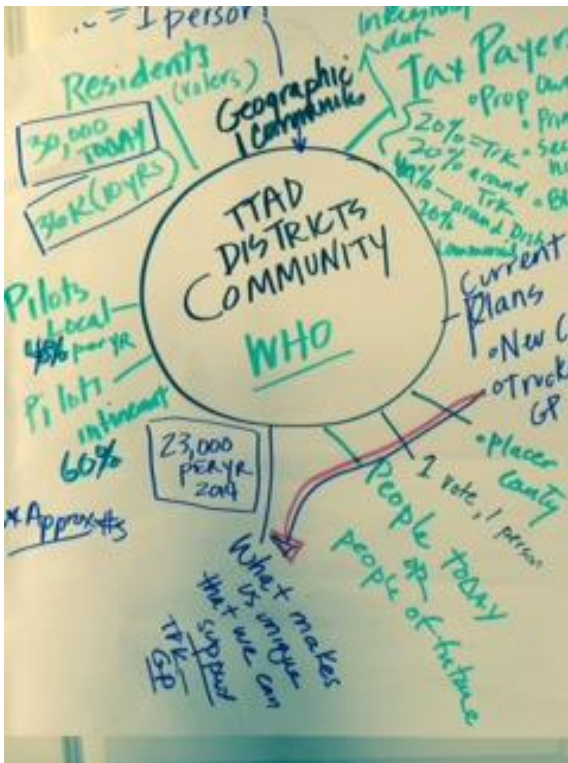
The Airport manages growth to be consistent with the community needs

Board comments re: above statement:

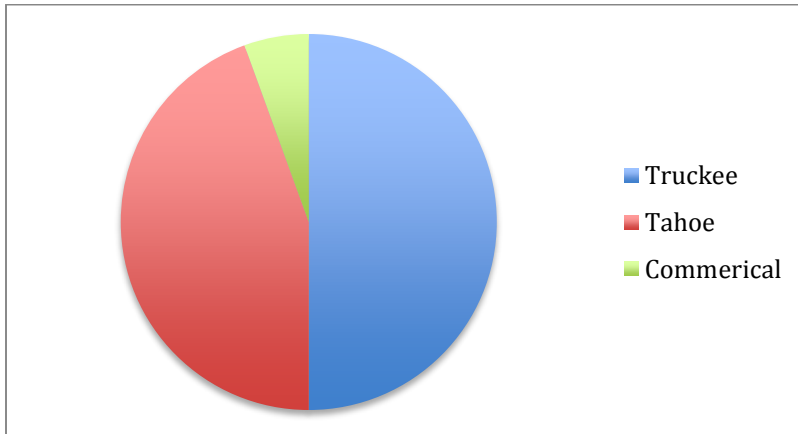
- WHO is defined by “the community?”
- What does it mean to be consistent with community need?

Based on above questions, Board engaged in a lively conversation. Following are the notes from the conversation about managed growth at TTAD and various ways to approach the thinking and decision making on this topic.

Ways to Define Community within TTAD District:



1) By Housing Units in District (*facts need to be checked)



2) List of Community Impacted or Influencing District:

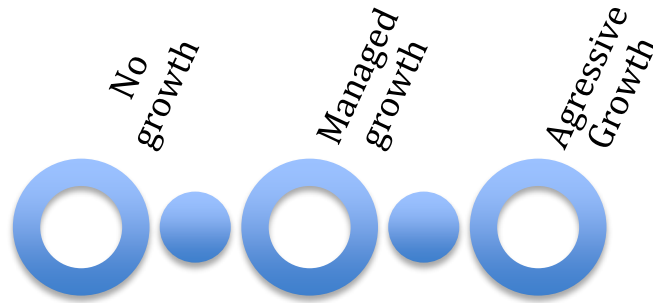
- Local residents (need demographic breakdown of this)
 - 30,000 today
 - 2% growth rate (per Town of Truckee re: residential unit growth rate)
- Visitors
- Local pilots
- Itinerant pilots
- Nevada County: General Plan
- Town of Truckee: General Plan

3) Community Defined by tax base

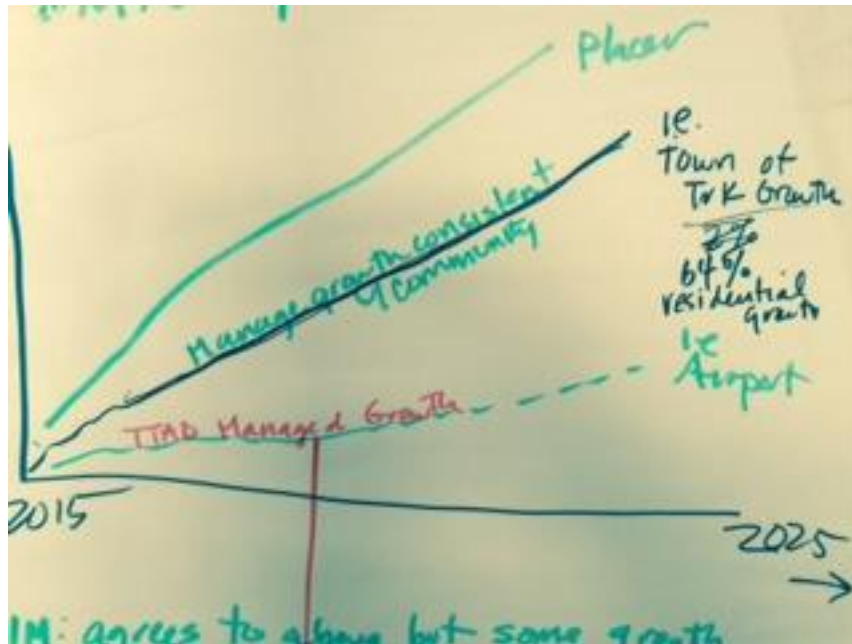
- Business community
- Property owners
 - Locals
 - Second homeowners

Ways to think about managed growth decision making, policy development at TTAD

1. Via a continuum or scale with no growth being a one and rapid growth being a 10. Board agreed that somewhere in the middle, around five, is managed growth and all five Board members fall somewhere on either side of the managed growth middle. The goal is to create a policy that includes full range within the middle area as a starting place.



2. As a growth rate graph. Look at TTAD growth in the context of projected growth by Town of Truckee, Nevada County. Based on this graph, it appears that TTAD is actually not planning to grow at the same rate as “the community,” but at a slower rate.



BOARD COMMENTS RE: MANAGED GROWTH

John's Comments

- What are the economic benefits and impacts of the Airport? This needs to be part of our story and conversation about growth.

- Growth conversation needs to include needs of pilots
- Currently have a hangar wait list.

Mary's Comments

- We are looking for answers to the questions about how we maintain what we have an grow slowly, overtime, with the least impact to our local community
- We don't have to respond to regional growth, we can choose not to respond. This is an option.
- Concerned about Martis Valley Plan language around Airport growth as presented by Mead & Hunt
- On-going challenge: TTAD impacts are in Truckee but District serves wider region
- Public comments are critical to the managed growth process

Jim's Comments

- We need to accept that no matter what our growth rate, there will be a certain amount of jet annoyance increases
- Based on this, what can we do to solve jet annoyance issues?
- One idea is to mitigate by finding value in their visit when they (pilots) are here

Tom's Comments



Community defined by three buckets:

Bucket 1: People who are here today

Bucket 2: People who are here in the next 10-20 years

Bucket 3: Future generations

- We need to be careful about pacing our growth to overall community growth
- Question is: How do we create growth that serves people in all three buckets
- If we plan for bucket 3, the pace of growth would be a lot slower
- Not excited about jet growth
- Question to way we asked the growth question on the Godbe survey

Jim's Comments

- Managed growth, growth is a key Board topic
- Process suggestions for Board decision making:
 - Ask honest questions to get data we need to make informed decisions
 - Make time to deliberate
 - Make decisions
 - Support our decisions over time based on solid process from the start
- Elements I would like to see included in growth conversation
 - TTAD consider taking a role in waste management in the region to offset negative impacts to growth
 - Financial health planning
 - Ways to continue to enhance community because we will never be able to remove annoyance from noise but we can mitigate with incredible benefits that touch a lot of people like:
 - Funding of the pool in a significant way
 - Creating a composting system for the region

3. Topic: Board Communications

The Board spent about 20 minutes on this topic at the end of the meeting as well as practiced improved communications via the Meeting Agreement exercise.

Following are comments from the discussion.

What is working well:

- Responsive to improving Board communications when topic is raised (example: Meeting Agreements today worked!)
- Listening
- Decision to create regular forums to deliberate topics in respectful, honest manner

What could be improved upon:

- Create better table configuration at Board meeting so we can see each other
- Provide opportunities (in breakout sessions) for the five Board members to discuss topics without staff
- Create space to have crucial conversations

IV. CLOSE/NEXT STEPS

1 Future Topics for Discussion

- Policy 309: Allocation of unrestricted net assets. This policy needs to be updated per the Memo currently being circulated that provides a different set of assumptions
- Update of strategic area 5.2 and Policy 309: Unrestricted net asset allocations. Ideas so far:
 - Creation of a some sort of community benefit Airport fund concept instead of project by project allocations
 - Criteria and decision-making process development
 - Part of mitigation program
 - Ideas so far (presented by Board and community)
 - Pool
 - Library
 - Skate rink
 - Move industrial off of Truckee River
 - Compost Center for Region
 - Include programs current in place
 - Package all together to share total community benefit picture to stakeholders (i.e. over the past 5 years the Airport has dedicated X\$ to community enhancements in the following areas...)
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- **Economic Impact Study**
- **Driver Study and impacts to TTAD managed growth policy development**

2. Future Actions

- Need accurate data re: tax base in TTAD today and future projections for Board book and placement on TTAD website. Make data visual and easy to read.
- Hold several policy discussion workshops (like this one) throughout the year to provide a forum for Board and staff to deliberate critical issues.
- Create time on Board agenda's for specific topics (decide 1-2 topics prior to each agenda) for discussion of policy topics related to non-aviation issues
- Freshtracks to summarize notes from this meeting
- Kevin to schedule future board session on TBD topics
- Board Survey: Freshtracks to summarize survey results at future Board meeting