



# General Manager's Report

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## Item 1 – Upcoming Training Opportunities

- UC Davis Aviation Noise Symposium – Feb. 28 – Mar. 2, 2016– Palm Springs, CA
- Airport Planning, Design, and Construction Symposium – March 2-4, 2016 - Salt Lake City, UT
- Airport Board Members and Commissioners Conference – April 10-12, 2016 – Indianapolis, IN
- CSDA Legislative Days – May 17-18, 2016 – Sacramento, CA
- 88<sup>th</sup> Annual AAAE Conference & Exposition – May 15-18, 2016 – Houston, TX
- AAAE National Aviation Environmental Management Conference – June 5-7, 2016 – Detroit, MI
- AAAE General Aviation Issues and Security Conference – July 10-12, 2016 – Denver, CO

## Item 2 – Ad Hoc Committee Meetings Update

### Master Plan Ad Hoc Committee (Directors Hetherington and Morrison)

- The District has extended the comment period. The new draft will be recirculated with a target of early March.
- The CEQA MND is currently being updated with more detailed information related to traffic impacts for properties designated non-aeronautical.
- Staff anticipates holding the CEQA MND hearing at the April 27, 2016 meeting.
- Staff received final approval of the ALP from the FAA. The ALP portion of the Master Plan project is complete.

### Warehouse/Office Building (WOB) Ad Hoc Committee (Directors Jones and Van Berkem)

- The footing and stem walls are complete.
- The steel will be delivered this month with erection planned for late February and March.
- Snow removal continues to add expense to the project but within an acceptable level based on our contingency.
- The project timeline is running approximately 6 to 8 weeks behind schedule due to weather and a later than expected start in Oct.
- Staff is meeting with our main tenant Clear Capital to discuss tenant improvement costs and timelines.

### Hangar 3 Ad Hoc Committee (Directors Hetherington and Morrison)

- Ad Hoc Committee met on February 11th to review the Hangar 3 Traffic Impact Analysis.
- Staff and Ad Hoc Committee are working toward completion of the Concept and Budget Report.

### None Aero Land Use Committee (Directors Jones and Wallace)

- The Committee met on February 8<sup>th</sup> to review the scope of the project, review relevant materials, and discuss action items to complete the project.

- A draft non-aero land use map was analyzed and amended by the ad hoc committee and staff in preparation for a future public review process.
- The ad hoc committee will be meeting with the Town of Truckee to discuss their proposed Sphere Amendment Application proposal.
- Staff and the ad hoc committee will involve ACAT members in review and analysis as products and deliverables become available.
- An update and presentation will be provided to the Board at the March 23<sup>rd</sup> Board Meeting.

#### Classification and Compensation Committee (Directors Jones and Van Berkem)

- RFP was issued January 29, 2016 with proposals due on March 2, 2016.
- Ad Hoc Committee will meet and review proposals once received.
- Staff and ad hoc committee will provide a recommendation to the Board at the March 23<sup>rd</sup> Board Meeting.

#### **Item 3 – RFPs for Carbon Emissions Inventory and Economic Impact Study - Project Update:**

Staff has been working on crafting RFPs for these projects. As we researched the requirements to account for aircraft emissions in our report, we learned that this a more involved RFP effort than previously assumed. Carbon Emissions Inventories for airports typically involve just the airport facility and equipment and does not try and account for aircraft. These studies assume the Airport operator has limited ability to affect the number of operations. In addition, as we work on the RFP for the Economic Impact Study we are finding that the “impact” component may be difficult to quantify. Economic Benefit is easier. In discussing this with a local economist, she indicated that tying social and/or environmental impact to an economic benefit financial input/output modeling is very advanced science and not commonly done at a local level. That being said, she indicated that there may be a way to pair an economic benefit analysis with a Carbon Emissions Inventory as well as an annual Ops and Comment Report to show a balance between benefit and impact. I will provide more information at the meeting on this concept.

#### **Item 4 – Executive Hangar Study Update**

The draft Executive Hangar Study is complete and will be provided to the Board. The Board will receive a full presentation at March 23<sup>rd</sup> Board Meeting.

#### **Item 5 – Accounting Clerk Open Position**

Denae Granger, our current Accounting Clerk has decided to move on to new opportunities. We received her resignation early this month. Her last day was February 15<sup>th</sup>. We thank her for her 2½ years of service and wish her the best. We are currently in the process of hiring an Accounting Clerk which was opened to the general public. The application period closed on February 22<sup>nd</sup>. Primary responsibilities for this position are accounts payable and receivable, payroll, and benefits administration. We hope to have this position filled by mid-March.

#### **Item 6 – Schedule Board of Director/ACAT combined Meeting and FY2017 Budget Workshop.**

We will coordinate the various dates discussed for these meeting through the email doodle requests.

#### **Item 7 – Rolling Agenda Review**

This is a new item we will review each month. Staff includes a rolling agenda each month as part of the Board Book. We will take a minute and review upcoming items and plan agendas for future meetings.

#### **Attachments to GM Report**

- Rolling Agenda