

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, September 28, 2016 in the Truckee Tahoe Airport District Community
3 Room A, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California at 4:30 p.m.

4 **CALL MEETING TO ORDER:** 4:31 p.m.

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President Lisa Wallace
7 Vice President Jim Morrison
8 Director Mary Hetherington
9 Director Tom Van Berkem
10 Director John B. Jones, Jr.

11 **STAFF PRESENT:** Mr. Kevin Smith, General Manager
12 Mr. Hardy Bullock, Director of Aviation and Community Services
13 Mr. Phred Stoner, Director of Operation and Maintenance
14 Ms. Sally Lyon, Director of Finance and Administration
15 Mr. Mike Cooke, Manager of Aviation and Community Services
16 Mr. Brent Collinson, District Legal Counsel
17 Mr. Marc Lamb, Community Relations Manager
18 Ms. Lauren Tapia, District Clerk

19 **PUBLIC PRESENT:** 13

20 **SPECIAL ORDERS OF BUSINESS:**

21 Mr. Smith reported that the Truckee Tahoe Airport District has been nominated in a few categories for
22 the Truckee Donner Chamber of Commerce annual awards banquet. Mr. Smith stated that the District has
23 a table reserved for the awards banquet and requested that the Board members email him if they plan to
24 attend.

25 Vice President Morrison entered meeting at 4:32 PM

26 President Wallace announced that the District will be recognizing Mr. Kent Hoopingarner (past ACAT
27 member) and Mr. Philip McClaren (retired District employee) with Truckee Tahoe Airport District
28 Resolutions commending them for their service to the District.

29 President Wallace read Resolution No. 2016-06 of the Truckee Tahoe Airport District commending Mr.
30 Kent Hoopingarner in its entirety.

31 **PUBLIC COMMENT:**

32 Mr. Leigh Golden, ACAT Member and Truckee resident, stated that he enjoyed working with Mr.
33 Hoopingarner on ACAT for the past year; Mr. Hoopingarner will be missed.

34 **MOTION #1 SEPTEMBER-28-2016:** Director Hetherington motioned to approve Resolution No. 2016-06
35 Truckee Tahoe Airport District Commending Mr. Kent Hoopingarner. Director Van Berkem seconded the

36 motion. Roll Call: President Wallace - Aye, Vice President Morrison - Aye, Director Hetherington – Aye,
37 Director Jones – Aye, Director Van Berkem - Aye. The motion passed.

38 President Wallace read Resolution No. 2016-07 of the Truckee Tahoe Airport District Expressing
39 Appreciation to Mr. Philip McClaren in its entirety.

40 **PUBLIC COMMENT:**

41 Mr. Smith stated that Mr. McClaren will be missed. Mr. McClaren was a skilled and talented employee,
42 and probably the best carpenter the District has ever employed. Mr. Stoner stated that Mr. McClaren has
43 left a big hole within the department that will be difficult to fill. Mr. McClaren retired from the District in
44 September.

45 **MOTION #2 SEPTEMBER-28-2016:** Director Hetherington motioned to approve Resolution No. 2016-07
46 Truckee Tahoe Airport District Expressing Appreciation to Mr. Philip McClaren. Director Van Berkem
47 seconded the motion. Roll Call: President Wallace - Aye, Vice President Morrison - Aye, Director
48 Hetherington – Aye, Director Jones – Aye, Director Van Berkem - Aye. The motion passed.

49 **PUBLIC COMMENT:**

50 Mr. Richard Pearl, President of the Truckee Tahoe Soaring Association and Mr. Jack Armstrong, Board
51 Member of the Truckee Tahoe Soaring Association expressed thanks for the funding the District provided
52 for the 2016 Youth Summer Soaring/Aviation Camp; which was attended by high school aged youth. Mr.
53 Pearl and Mr. Armstrong presented a slideshow documenting the 2016 Youth Summer Soaring/Aviation
54 Camp.

55 **CONSENT ITEMS**

- 56 1. Minutes: August 24, 2016 – Regular Meeting ----- TAB 1
- 57 2. Monthly Service Bills and Fees ----- TAB 2
- 58 3. Monthly Financial Report----- TAB 3
- 59 4. Internal Control Review ----- TAB 4
- 60 5. Airport Economic Impact Study Scope and Fee – Final Approval ----- TAB 5

61 Director Hetherington requested to pull the August 24, 2016 Regular Meeting Minutes (Tab 1) and the
62 Airport Economic Impact Study Scope and Fee (Tab 5). Director Van Berkem requested to pull the Monthly
63 Financial Report (Tab 3).

64 **PUBLIC COMMENT:** None

65 **MOTION #3 SEPTEMBER-28-2016:** Director Jones motioned to approve the Monthly Service Bills and Fees
66 and the Internal Control Review. President Wallace seconded the motion. President Wallace, Vice
67 President Morrison, Directors Van Berkem, Hetherington, and Jones voted in favor of the motion. The
68 motion passed.

69 Director Hetherington made various changes to the August 24, 2016 Regular Meeting Minutes. Ms. Lauren
70 Tapia duly noted Director Hetherington’s changes.

71 **PUBLIC COMMENT:** None

72 **MOTION #4 SEPTEMBER-28-2016:** Director Van Berkem motioned to approve the August 24, 2016
73 Regular Meeting Minutes as amended. President Hetherington seconded the motion. President Wallace,
74 Vice President Morrison, Directors Van Berkem, Hetherington, and Jones voted in favor of the motion.
75 The motion passed

76 Director Van Berkem questioned why the FAA Grants were listed as “under budget” and inquired if it was
77 just simply a timing issue. Ms. Lyon stated that the District gets reimbursed month by month as projects
78 get completed and confirmed Director Van Berkem’s question, that it is a timing delay. Ms. Lyon informed
79 the Board that staff will have a better picture of the FAA funding status by September 30, 2016.

80 **PUBLIC COMMENT:** None

81 **MOTION #5 SEPTEMBER-28-2016:** Director Hetherington motioned to approve the Monthly Financial
82 Report. President Wallace seconded the motion. President Wallace, Vice President Morrison, Directors
83 Van Berkem, Hetherington, and Jones voted in favor of the motion. The motion passed.

84 Director Van Berkem and Hetherington requested that the Economic Impact Study Scope and Fee be
85 stricken from tonight’s agenda and brought back at the regular October Board meeting. Director Van
86 Berkem stated that he and Director Hetherington (Economic Impact Study Ad Hoc Members) would like
87 to review it before its final approval by the Board.

88 **PUBLIC COMMENT:** None

89 **SPECIAL ACTION ITEM**

90 **ACAT MEMBER SELECTION (TAB 6):**

91 Mr. Bullock reported that each year a Pilot member and Community member cycle off the ACAT team.
92 Their terms are three years at length. The Board will be selecting one Pilot member and one Community
93 member to fill a three year term tonight via a discrete poll. Mr. Bullock informed the Board that two
94 candidates dropped out prior to tonight’s Board meeting. Four candidates remain and are present to give
95 a three minute presentation as to why they want to be considered ACAT members. District Counsel Brent
96 Collinson stated that he will be keeping time during each presentation and that he will raise his hand when
97 the candidate has 30 seconds remaining.

98 Mr. Kevin Sloane, Truckee resident and local pilot, stated that he is an active member of the pilot
99 community as well as the business community. Mr. Sloane lives in the Glenshire neighborhood which is
100 under a flight path like other neighborhoods. Mr. Sloane stated that he has many qualifications that would
101 make him an appropriate candidate, as he flies in and out of the Airport on a daily basis. Mr. Sloane
102 attended several of this summer’s community outreach meetings. Mr. Sloane noted that the District has
103 a complicated and complex relationship with the community.

104 Mr. Dan Luntkenhouse, Truckee resident, stated that he has been coming to the region for the majority
105 of his life and happy to be settled as a permanent resident. Mr. Luntkenhouse recounted a recent event
106 of airplane noise that he and his wife experienced during a day hike on Mount Judah. Mr. Luntkenhouse
107 stated that the District needs to take a broader outreach beyond the impacts of arrivals and departures.
108 Mr. Luntkenhouse stated that by being a business analyst he has professional training to think outside the
109 box and he believes he can help.

110 Ms. Leslie Suen, Truckee resident, stated that she is a local engineer and daughter of a private pilot. Ms.
111 Suen stated that her family has spent time enjoying the Airport's park and have utilized Martis Valley Road
112 (which the airport grooms) in the winter. Ms. Suen expressed that she is looking to be more a part of the
113 community and to be a voice of the average citizen to ACAT.

114 Mr. Leigh Golden, current ACAT member and Truckee resident, stated that he is reapplying for another
115 term on ACAT. Mr. Golden stated that he has learned a tremendous amount from his time as an ACAT
116 member and would like that to continue. Mr. Golden reviewed his contributions to past and current ACAT
117 projects. Mr. Golden stated that he continues to be an active pilot of a high performance multi-engine
118 airplane out of the Airport. Mr. Golden stated that he looks forward to experiencing the benefits of what
119 the seasonal control tower will bring next summer. Mr. Golden expressed appreciation of the opportunity
120 to possibly serve on ACAT for another term.

121 **PUBLIC COMMENT:** None.

122 Director Hetherington thanked all of the candidates for applying. Director Hetherington stated that like
123 years in the past, she spoke with each candidate over the phone prior to tonight's meeting. Director
124 Hetherington reiterated that there have been candidates that weren't selected to serve on ACAT but still
125 attended ACAT meetings and participated on projects anyways. Director Van Berkem acknowledged
126 Director Hetherington's sentiments regarding participation, and encouraged the candidates who don't
127 get selected to continue to be involved. Director Hetherington also encouraged everyone to continue to
128 be present at Board meetings, and that the community's voice does matter.

129 District Counsel Collinson announced the results of the discrete poll. Mr. Lutkenhouse has been selected
130 for the Community Member seat and Mr. Golden has been re-selected for the Pilot Member seat. Mr.
131 Smith stated that the poll results are available upon request.

132 **MOTION #6 SEPTEMBER-28-2016:** Director Hetherington motioned to approve the selection of Mr.
133 Lutkenhouse and Mr. Golden to serve a three year term on ACAT. Director Van Berkem seconded the
134 motion. President Wallace, Vice President Morrison, Directors Van Berkem, Hetherington, and Jones
135 voted in favor of the motion. The motion passed.

136 **PRESENTATIONS AND ROUTINE REPORTS**

137 **AIRPORT ART PROGRAM UPDATE – CAROLE SESKO:**

138 Ms. Carole Sesko, Art Coordinator of the Airport Art Program, gave a presentation about her attendance
139 at the AAAE's Art in the Airport Conference. This year's conference was held in Minneapolis/St. Paul
140 International Airport. Ms. Sesko stated that the attendees attended seminars in the morning and went on
141 tours in the afternoons. Ms. Sesko reviewed the various topics of the conference as well as her "take
142 aways" from the conference.

143 Mr. Smith inquired how many exhibits the Truckee Tahoe Airport has had over the years. Ms. Sesko stated
144 that the Airport has had about 20 exhibits lasting three months at a time (rotating on a quarterly basis).
145 Ms. Sesko stated that each exhibit averages 3-4 artists a quarter, also all art is offered for sale, and that
146 the Airport receives a 20% commission from sold pieces. Also, an Arts in the Airport page has been added
147 to the District website offering more information about the program.

148 Director Jones inquired about more ways to showcase art. Ms. Sesko stated that she has a few ideas
149 revolving around temporary outdoor art as well as a small performing art series, it could be a 30-45 minute
150 “experience”. President Wallace offered the idea of having an art exhibit during the annual AirShow.
151 Director Hetherington inquired about a possible collaboration with the local Arts Commission.

152 **PUBLIC COMMENT:**

153 Mr. Andrew Terry, Truckee resident, stated that there might be outdoor artwork becoming available as
154 the outdoor art in Downtown Truckee is being removed. Mr. Terry also stated that there is an explosion
155 of creativity happening in town and there are many art exhibits looking for homes.

156 Mr. Smith stated that the Airport is now host to the Truckee Roundhouse (Makerspace) where art is being
157 created on a daily basis. Ms. Sesko stated that she had conversations with other attendees about the
158 presence of a makerspace on Airport property and they were all impressed by that.

159 **MONTHLY OPS AND COMMENT REPORT (TAB 7):**

160 Mr. Cooke reminded the Board that comment reports are accurate but the operation numbers are still
161 being worked on, and should be considered preliminary. Mr. Cooke stated that the month of August had
162 pleasant and consistently nice weather, there was a bit of smoke, but it never got down to decreased
163 visibility. Mr. Cooke reported that August is the second busiest month of the year for operations and that
164 the August 2016 operation numbers are up 15% over August 2015 numbers (including gliders).

165 Mr. Cooke stated that there were 123 comments (which is down from the month of July) submitted from
166 52 households for the month of August. Nine of the 52 households were first-time commenters. Mr.
167 Cooke stated that an uptick in new commenters is to be expected given the overall growth of operations,
168 as well as additional community awareness of the Airport due to the series of community outreach
169 meetings that have taken place this summer. Mr. Cooke informed the Board that the Glenshire
170 neighborhood is experiencing more operations due to the construction on Taxiway Alpha and the sporadic
171 closures of Runway 11/29 due to that construction project; the District experienced more comments from
172 Glenshire during the month of August.

173 Jet operations generated more comments than helicopter, piston and turboprop aircraft combined.
174 Northstar, Tahoe Donner, and Prosser tend to send comments mostly related to jet aircraft operations.
175 The Northstar neighborhood typically comments on arrivals and the others mostly comment referencing
176 departures. 50 out of 64 jet operations were judged as compliant, which is proportionally far more
177 compliant than either piston or turboprop operations. In general, many operators chose instrument
178 procedures when operating into and out of the airfield. Mr. Cooke expressed that instrument procedures
179 are typically compliant with the Noise Abatement Procedures, though, they often generate annoyance
180 comments. Turboprop arrivals generated twice as many comments as departures. Piston departures
181 generated twice as many comments as arrivals. Mr. Cooke stated that there were 5 comments associated
182 with “touch and go” operations and 5 comments associated to aircraft at flight levels or not associated to
183 operations at Truckee Tahoe Airport. Mr. Cooke stated that towards the end of the month, many of the
184 commenters noted the frequency of operations, and that many of the commenters had “hit their breaking
185 point.” Director Hetherington inquired what that meant, and Mr. Cooke stated that they had hit their
186 limits and they are now calling.

187 Mr. Cooke stated that there were 33 aircraft movements between 10:00 PM and 7:00 AM in August, which
188 excludes the local EMS helicopter. A fixed wing EMS jet arrival and departure did occur before 7:00 AM

189 but did not generate any comments. There were 8 comments referencing operations during curfew, two
190 of which were correlated to aircraft at flight levels not operating to or from the Truckee Tahoe Airport.
191 No “fly quiet” incentives were cancelled as a result of night operations in August.

192 Mr. Cooke summarized his outreach efforts, which staff made itself available via outreach meetings, office
193 visits, email and phone to the commenting public and engaged in dozens of productive conversations with
194 commenters.

195 Director Van Berkem passed on a compliment to Mr. Cooke regarding the quick response in outreach
196 regarding another jet operation that flew over his house. President Wallace stated that the commentary
197 regarding residents hitting the end of their rope and how that ties to the community outreach meetings
198 noted in Mr. Cooke’s report is appreciated.

199 President Wallace inquired how air traffic might change with the seasonal control tower. Mr. Smith stated
200 that at the October Board meeting they will be discussing noise monitors and the seasonal control tower.
201 Mr. Smith noted that there will be times during busy summer weekends where the tower’s main and only
202 concern will be separating aircraft.

203 Director Hetherington inquired about the operation that took place by a Falcon 50 on August 7th, and if
204 staff preemptively tries to make outreach before departures. Mr. Cooke stated that if the Aircraft were to
205 have departed during back office business hours and not at 8:47 PM, preemptive outreach would have
206 occurred.

207 **PUBLIC COMMENT:**

208 Mr. Lutkenhouse stated that there is a silent majority of people not calling and submitting comments to
209 the District. Mr. Lutkenhouse stated that if the District doesn’t address those people they will pack up and
210 leave. Mr. Lutkenhouse stated that he would be interested in seeing month over month and year over
211 statistics.

212 Mr. Terry inquired about the noise capacity at Beckwerth Airport, as our Airport has a lot of backcountry
213 operations taking place on runway 11/29 instead of the shorter 2/20 runway. Mr. Marc Lamb stated that
214 many local backcountry operators have been doing their repetitive pattern work over Sierraville, CA.

215 Discussion regarding the calm wind runway and its usage occurred as well as the amount of wind a day
216 occurs on average at the airport.

217 **STAFF AND DIRECTOR CONFERENCE ATTENDANCE REPORTS:**

218 None to report.

219 **BOARD ACTION ITEMS**

220 **NON-AERONAUTICAL LAND USE COMMITTEE REPORT (TAB 8):**

221 Mr. Smith stated that the Board formed a Non-Aeronautical Land Use Ad Hoc Committee in June of 2016
222 after the Board adopted the District’s Master Plan. The Ad Hoc Committee was to look at 16 acres on the
223 south side of the airport and also about 70 acres that are on the north side of the airport that in the
224 Masterplan are designated as “non-aviation”. The committee was tasked to go out and find options and

225 various answers to questions as to the future uses of those properties. Mr. Smith stated that there are
226 four recommended actions the Ad Hoc committee is seeking guidance and direction on. Mr. Smith
227 reviewed the four recommended actions.

228 Director Van Berkem stated that he was in overall agreement with what was presented in the staff report,
229 but that he has been increasingly sensitive regarding growth in general. Director Van Berkem noted that
230 it took him 27 minutes to get to the Airport from his house in Northstar. Mitigating that delay is not putting
231 in 4 lanes on Highway 267; the community would be better off having the airport acquiring more open
232 space.

233 Director Hetherington inquired if the Ad Hoc committee explored options in helping out non-profits.
234 Director Jones stated that the ad hoc committee did identify several locations that would be an
235 opportunity for a non-profit investment, and it should prompt interest from the non-profit sector. Mr.
236 Smith reviewed a map that identified the non-aeronautical uses of several parcels of land. Mr. Smith
237 explained the parcels that were identified as "light industrial" had traffic impacts that would not "trip"
238 traffic use around the airport to failure. Mr. Smith did indicate that there are other development
239 opportunities outside and around the Town of Truckee that would challenge the Highway 267 impact, and
240 that is the responsibility of the community to challenge those projects with the developers and the county.

241 Director Hetherington expressed that the comment "increasing the financial stability of the Airport"
242 means making money, and questioned how that would occur all the while offering land to non-profits.
243 Director Jones stated that it would be a balance, and regarding the District making money, if the District
244 has the opportunity to increase its financial stability it should try, as they have FAA Grant Assurances to
245 uphold. Director Hetherington questioned the types of business that would occupy the "light industrial"
246 parcels, and stated that she is a proponent of getting the business off the river, though she doesn't see
247 them fitting into being across the street from the new Raley's grocery store. Director Jones stated that
248 the light industrial parcels are not directly across the street from the grocery store site. Director Jones
249 informed the Board that the Ad Hoc committee sees businesses that would occupy the light industrial
250 parcels as being an office park/flex space buildings; where it can have businesses in the front and
251 functional activity in the back (i.e.: storage, auto repair, contractor, etc.). President Wallace stated that
252 the ad hoc committee is being very transparent, they are talking about leasing land and potentially some
253 of the land can be leased to the private sector at market rates. Mr. Smith stated that our non-aviation
254 land along soaring way may not be appropriate for every single business on the river, but it could be
255 appropriate for many of the businesses.

256 Director Hetherington inquired about the sphere of influence and annexation into the Town of Truckee.
257 Mr. Smith stated that topic is still under review. President Wallace stated that Mr. Smith has been meeting
258 with both counties, the Town of Truckee and LAFCo. President Wallace expressed that subject is still in
259 active discovery and data collection. Director Jones stated that the Ad Hoc committee is trying go down a
260 direction that doesn't cost the District a lot of money but gets the District closer to clarification. Director
261 Hetherington stated that the topic of annexation into the Town of Truckee should be included as a large
262 part of the "principles" of the land use discussion.

263 Director Jones went on to review the map regarding the Old North 40 and various pieces of land owned
264 by various property owners, specifically the land owned by the Truckee Tahoe Sanitation Agency (TTSA).
265 Director Jones stated that the ad hoc committee is interested in appraising the parcel of land the District
266 owns at the end of Runway 20, with hopes of an idea of doing a land swap for a parcel along Runway
267 11/29 that TTSA owns. President Wallace stated that if the Board is in agreement with splitting the cost

268 of the appraisal for both parcels, the Ad Hoc committee could either develop a guidance for the appraisal.
269 Discussion ensued regarding the topic of appraising the parcels.

270 **PUBLIC COMMENT:**

271 Mr. Stephens stated that he supports doing the appraisal as it's the first steps needed to get the industrial
272 businesses off the river. Mr. Stephens also noted that there was nothing mentioned about the possibility
273 of adding a housing component, which would be needed if the parcels were in Placer County or in the
274 Town of Truckee.

275 Mr. Terry stated that the non-aeronautical parcels are in close proximity to the Town of Truckee, and that
276 any development should be predicated within the Town of Truckee. Mr. Terry stated that a flat piece of
277 land (TTAD's parcel at the end of Runway 20) is more valuable than a sloping piece of land (TTSA's parcel
278 along Runway 11/29) and doesn't believe it will be an even land swap. Mr. Terry believes the land swap
279 is too conceptual.

280 **MOTION #7 SEPTEMBER-28-2016:** Director Hetherington motioned to direct staff to begin preliminary
281 steps to determine what changes need to be made from the Nevada and Placer County General Plan
282 regarding zoning designations on parcels on Soaring Way and Highway 267 per the attached Land Use
283 Map. Vice President Morrison seconded the motion. President Wallace, Vice President Morrison,
284 Directors Van Berkem, Hetherington, and Jones voted in favor of the motion. The motion passed.

285 **MOTION #8 SEPTEMBER-28-2016:** Director Jones motioned to approve the process to share cost on an
286 appraisal for certain parcels owned by TTSA and TTAD to assist in ongoing exchange conversations
287 between both agencies. Vice President Morrison seconded the motion. President Wallace, Vice President
288 Morrison, Directors Van Berkem, and Jones voted in favor of the motion. Director Hetherington opposed
289 the motion. The motion passed.

290 **PI 209 – ASSIGNMENT OF BOARD PRESIDENT AND VICE PRESIDENT (TAB 9):**

291 District Counsel Collinson stated that staff is suggesting a revision to PI 209 to address the situation when
292 the selection of President and Vice President for the upcoming year would otherwise be carried out by
293 Board Members that may not or will not be on the Board that following year. The proposed revision
294 provides for appointment on a temporary basis until the new Board members are holding office. District
295 Counsel Collinson reviewed the specific revisions to the policy. Director Hetherington inquired to District
296 Counsel Collinson as to what other Districts in the area do. District Counsel Collinson explained that last
297 year he surveyed several of the Districts and he found that every District is different, some base their vote
298 on seniority, and some just vote freely year to year with no provisions; it is all over the board. Mr. Smith
299 stated that it comes down to the Board if they want to have an open and free process or if they want to
300 have a Policy that drives the process. President Wallace expressed concern about making the selection
301 process a mountain out of a mole hill. Vice President Morrison agreed with President Wallace's concern.

302 **PUBLIC COMMENT:** None

303 Discussion ensued regarding the various revision options for PI 209, there was consensus from the Board
304 for District Counsel Collinson to take the various ideas discussed and bring back another revised version
305 of PI 209. Mr. Smith noted that it will appear as a consent item on the October regular meeting agenda.

306 **FY 2016/17 ANNUAL DISTRICT BUDGET ADOPTION (TAB 10):**

307 Ms. Sally Lyon reviewed the various adjustments that were made to the proposed budget that stemmed
308 from previous workshops and Board meetings. Ms. Lyon also reviewed that flagged budget items.
309 President Wallace stated that the Board has discussed the Budget at prior meetings and previous
310 workshops and doesn't anticipate a lengthy deliberation on the FY 2016/17 budget.

311 **PUBLIC COMMENT:**

312 Mr. Stephens stated his approval that this item was discussed and completed in 7 minutes.

313 **MOTION #9 SEPTEMBER-28-2016:** Vice President Morrison motioned to approve the FY 2016/17 Budget
314 (3rd Draft). Director Jones seconded the motion. President Wallace, Vice President Morrison, Directors
315 Van Berkem, Hetherington and Jones voted in favor of the motion. The motion passed.

316 **EMPLOYMENT CONTRACT APPROVAL – GENERAL MANAGER (TAB 11):**

317 District Counsel Collinson stated that the proposed employment contract has not really changed from Mr.
318 Smith's previous contract except for it is now a 3 year contract and an increase to Mr. Smith's aviation
319 training stipend (increased from \$250/quarter to \$3,000/year). President Wallace noted that Mr. Smith
320 receives a quarterly review and the proposed contract reflects Mr. Smith's past performance reviews.

321 **PUBLIC COMMENT:** None

322 **MOTION #10 SEPTEMBER-28-2016:** Director Jones motioned to approve the contract renewal of General
323 Manager Kevin Smith. President Wallace seconded the motion. President Wallace, Vice President
324 Morrison, Directors Van Berkem, Hetherington and Jones voted in favor of the motion. The motion
325 passed.

326 **BOARD GUIDANCE AND INFORMATION ITEMS**

327 **AIRPORT LAND USE COMPATABILITY PLAN UPDATE (TAB 12):**

328 Mr. Smith noted that the Truckee Tahoe Airport Land Use Commission (TTALUC) is not affiliated with or
329 staffed by the Truckee Tahoe Airport District. TTALUC is established by State Statute and staffed by the
330 Nevada County Transportation Commission. By statute design, the TTAD Board of Directors has no
331 oversight responsibilities of the TTALUC. The statute does provide that the District have one member sit on
332 the seven (7) member Commission, which is Mr. Smith.

333 The current ALUCP was last approved in December 2004, in addition the TTAD Board of Directors
334 approved an update to the Airport Master Plan. For these reasons, the TTALUC, as recommended by the
335 Nevada County Transportation Commission, commissioned an update to the ALUCP. The Nevada County
336 Transportation Commission selected Mead & Hunt in a competitive selection process to complete the
337 update. Mr. Smith noted that much of the content of the 2004 edition of the ALUCP, in the opinion of the
338 consultant, was still relevant and consistent with the 2016 Airport Master Plan update. Mr. Smith
339 continued on to review the proposed revisions to the ALUCP map.

340 Mr. Smith stated that the TTALUC will be holding a public hearing on October 27th to consider adoption of
341 the ALUCP update. Based on discussion and public comment at that meeting, the TTALUC will approve,
342 deny, or continue discussion of the ALUCP update.

343 **PUBLIC COMMENT:**

344 Mr. Terry affirmed that the District has no control over the ACLUP and the Commission.

345 Director Hetherington stated that she will be comparing the new set of proposed policies to the current
346 set of policies. If she has any questions, she will be sharing them with Mr. Smith. President Wallace
347 requested to Mr. Smith to have the Commission remove the District's logo from the proposed documents,
348 being that the District is not related to the Commission or has any control over the Commission's
349 decisions.

350 Mr. Cooke noted that ACLUP is an important document that he sends out frequently to commenters. Mr.
351 Terry agreed with Mr. Cooke, it's an important document and the map shows the public why planes fly
352 over their homes.

353 **GENERAL MANAGERS REPORT (TAB 13):**

- 354
- Upcoming Training Opportunities

355 Mr. Smith stated that he has updated the training opportunity schedule. Mr. Smith also noted that the
356 Aviation Issues Conference's Agenda, which is taking place in January, has been posted on its website and
357 that he will be attending again this year. Director Hetherington stated that the Airport Noise Conference
358 happening in Mid-October be placed on ACAT Member's radar, as well as the UC Davis Noise Symposium
359 in February/March.

- 360
- Warehouse Office Building

361 Mr. Smith stated that the project is on time with an end of November occupancy. Mr. Smith stated that
362 more information will be presented at the October Board meeting. Mr. Smith stated that the District may
363 not have more than one operator housed in the warehouse office building, but that he anticipates
364 concession agreements from all three rental car operators. Mr. Smith noted that the concession revenue
365 is what matters.

- 366
- Community Sponsorship Committee

367 Mr. Smith stated that the Ad Hoc Committee is currently looking at possible recommendations that will
368 be presented at the November Board meeting.

- 369
- Non-Aeronautical Land Use Plan Committee

370 Item was discussed earlier in the meeting.

- 371
- Classification and Compensation Committee

372 Mr. Smith stated that the Ad Hoc committee will be presenting a full report at the regular October Board
373 meeting. It will be an action item.

- 374
- Green House Gas Emissions Inventory Study Committee

375 Mr. Smith stated that the contract has been signed, and a kick off meeting is being scheduled.

376 • Economic Impact Study Committee

377 Was covered previously in the meeting.

378 • Executive Hangar Committee

379 Mr. Smith stated that individuals were out surveying the potential site today, but that staff is still in need
380 to bid the project out to have a hard price to bring back to the Board. Mr. Smith stated that he is not
381 concerned with the financing options, as they are plentiful. Mr. Smith noted that the most attractive
382 option looks to be from Cal Aeronautics.

383 • GM Performance Review

384 Mr. Smith stated that he will be sending out his self-evaluation form for Board Members to complete and
385 to send back to President Wallace.

386 • Upcoming Meetings

387 Mr. Smith reviewed the upcoming meeting schedule. Mr. Smith stated that there are a few proposed
388 dates for the swearing in ceremony and the annual offsite workshop. A doodle will be sent to the Board
389 and the candidates.

390 • Rolling Agenda

391 Mr. Smith reviewed the rolling agenda and items that have been added to review at the October Board
392 meeting.

393 **PUBLIC COMMENT: None**

394 **BOARD MEMBER ANNOUNCEMENTS:**

395 Director Jones stated that he had conversations with the Deputy District Attorney which has contacts with
396 the California Highway Patrol. Director Jones stated that the CHP does have a "Mountain Patrol" and they
397 have been up in the area in the last 60 days for an event. Director Jones requested their presence at the
398 next AirShow.

399 **PUBLIC COMMENT:**

400 Mr. Lutkenhouse inquired about the 10 year projection that was presented in past board meetings and
401 workshops. Mr. Smith stated that it will be presented at the October meeting when the Board approves
402 the designation of unrestricted net assets.

403 **ADJOURN**

404 **MOTION # SEPTEMBER- 28-2016:** Director Jones motioned to adjourn the September 28, 2016 regular
405 Board Meeting. Vice President Morrison seconded the motion. President Wallace, Vice President
406 Morrison, Directors Van Berkem, Hetherington, and Jones voted in favor of the motion. The motion
407 passed.

408 The regular September 28, 2016 Board meeting adjourned at 7:45 P.M.