

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS  
2 SPECIAL meeting held Tuesday, June 14, 2016 in the Truckee Tahoe Airport District Community Room A,  
3 located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California at 9:30 a.m.

4 **CALL MEETING TO ORDER:** 9:36 a.m.

5 **PLEDGE OF ALLEGIANCE**

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

10 **DIRECTORS ABSENT:** Vice President Jim Morrison

11 **ACAT PRESENT:** Chair Kat Rohlf  
12 Member Kent Hoopingarner  
13 Member Chris Gage  
14 Member Lisa Krueger

15 **ACAT ABSENT:** Vice Chair Joe Polverari  
16 Member Leigh Golden

17 **STAFF PRESENT:** Mr. Kevin Smith, General Manager  
18 Mr. Hardy Bullock, Director of Aviation and Community Services  
19 Ms. Sally Lyon, Director of Finance and Administration  
20 Mr. Mike Cooke, Manager of Aviation and Community Services  
21 Mr. Marc Lamb, Community Relations Manager  
22 Mr. Brent Collinson, District Legal Counsel  
23 Ms. Lauren Tapia, District Clerk

24 **PUBLIC COUNT:** 1

25 **SPECIAL ORDERS OF BUSINESS:** None

26 President Wallace stated that today's joint meeting will end promptly at noon.

27 President Wallace announced that Vice President Morrison is ill and will not be present at today's joint  
28 meeting.

29 **PUBLIC COMMENT:**

30 None.

31 **ICE BREAKER:**

32 Mr. Hardy Bullock stated that both Directors and ACAT Members, as well as District staff will participate  
33 in a short ice breaker to kick off today's meeting. Once the ice breaker game was explained, all that were  
34 present at the meeting participated in playing it.

35 **ACAT MISSION / VISION / PAST WORKS:**

36 Mr. Bullock stated that a few years ago he traveled around the United States to visit multiple community  
37 advisory teams. The time was spent to observe the teams and to speak with their coordinators. Due to  
38 these visits, Mr. Bullock stated that the District's community advisory team is well run and well supported.  
39 Many of the challenges the District's community advisory team faces are not unlike what the other  
40 community advisory teams face throughout the country.

41 Mr. Bullock explained that ACAT is an advisory group, they serve the will of the Board. Each member's  
42 term is three years in length. Each year, during the month of September, the membership of the group  
43 can change, one community seat and one aviation seat. ACAT has an independent budget.

44 Mr. Bullock explained the evolution of the community advisory team, which started out as the Airport  
45 Noise Advisory Committee (ANAC) in 2001. ANAC then transformed into the Airport Community Advisory  
46 Team (ACAT) in 2005. Mr. Bullock then went on to state ACAT's mission statement.

47 Mr. Bullock stated that today's joint meeting is to review current projects and to share the hopes, dreams  
48 and goals for ACAT in the upcoming year.

49 **PUBLIC COMMENT:** None

50 **ACAT CURRENT PROJECT UPDATES**

- 51
  - *Mountain Top AWOS*

52 Mr. Cooke introduced the Mountain Top AWOS project. The subcommittee and the FAA visited three  
53 locations to find the best possible home for the AWOS station. After those site visits, it was narrowed  
54 down that the best location for the AWOS station is on the top of Squaw Peak. Though there is a lot of  
55 "red tape" to cut through, the infrastructure of the site would be worth the effort. While visiting the top  
56 of Squaw Peak, the idea occurred to put three hundred and sixty degree web camera up there as well.  
57 Mr. Cooke stated that the biggest "win" thus far on the project was the FCC approving the new frequency  
58 for the AWOS station. Mr. Smith stated that getting the approval from the FCC is a huge accomplishment  
59 and it should be celebrated.

60 Director Hetherington inquired if this project will open the door for more operational traffic at the Airport.  
61 Mr. Cooke stated that the AWOS stations (if successfully deployed) wouldn't just benefit operations  
62 heading towards Truckee, but it would also benefit operations heading towards South Lake Tahoe or  
63 Carson City, NV. Mr. Cooke also indicated that he doesn't believe the AWOS station would change  
64 destinations of the operations. Member Gage stated that there is a huge safety element keeping people  
65 out of Truckee if the weather is intense, and having an AWOS station on the crest would make weather  
66 observation more accurate. Director Jones stated that if a pilot is flying at or below 12,000 ft., they do not  
67 get AWOS (on the field) until they are within 20 miles of the Airport. If there was an AWOS station on the  
68 mountain they could get it down in Sacramento.

69 Director Van Berkem asked if the idea of cost sharing from other airports has been explored. Mr. Smith  
70 stated that he could check but funding from the City of South Lake Tahoe could be unlikely. Mr. Cooke  
71 stated that the best cost share would be from the FAA. Mr. Cooke stated that the cost of the station could  
72 be significantly less depending if the location is free of cost, but otherwise it could run about \$60,000 -  
73 \$80,000.

74 • *Community Outreach Meetings*

75 Mr. Lamb stated that in November, ACAT members revisited the Community Outreach project. Mr. Lamb  
76 stated that everything is moving along and is on schedule, and expressed that he would like everyone to  
77 promote these meetings. Staff began to promote the meetings at their first community event, The  
78 Maker's Show, and have garnered much community interest. Mr. Lamb overviewed the community  
79 meeting's agenda and flow for each meeting, as well as the workstations that will be present at the  
80 community meetings. Director Hetherington inquired if staff has made it clear to the community that if  
81 they can't make their designated neighborhood meeting that they can attend any other meeting that best  
82 fits their schedule. Mr. Lamb stated that each meeting will be specific to the assigned neighborhoods, but  
83 did indicate that all are welcome to attend any meeting they could. Mr. Bullock stated that Mead & Hunt  
84 will be present to capture all of the subjective feedback from the meetings and FreshTracks will be  
85 facilitating each meeting. President Wallace expressed favor of FreshTracks facilitating the community  
86 outreach meetings and that Mead & Hunt will be present capturing the comments. President Wallace  
87 stated that she would be in favor of having a preliminary update at the regular Board meeting in August.

88 • *Land Use*

89 Mr. Smith stated that the Board will be considering the Mitigated Negative Declaration for the CEQA  
90 document for the District's Master Plan next week. Mr. Smith stated that very few public comments were  
91 submitted, and that the Board will start meeting in July to sort through that information. The ACAT Land  
92 Use subcommittee will be able to sit in on that process as well. Mr. Smith reminded the Board that they  
93 have approved the Master Plan pending the approval of the CEQA document. President Wallace stated  
94 that she is going to make the assumption that the CEQA document will be approved next week, but there  
95 is always the possibility the District could be challenged on our decision. Mr. Smith stated that once the  
96 CEQA document is approved and filed with both Placer and Nevada County, the public will have 30 days  
97 to challenge the approval of the document.

98 • *Trails Master Plan*

99 Mr. Bullock stated that he will be meeting with the Truckee Trails Foundation and will assign a lead for  
100 the project since past Member Combs is no longer a member on ACAT. Mr. Bullock stated that he will be  
101 coming back to the Board with more information on the Trails Master Plan once it is more complete.  
102 President Wallace indicated that when the Board is updated on the Trails Master Plan, she would like to  
103 see a prioritization and implementation schedule.

104 **PUBLIC COMMENT:** None

105 **ACAT / BOARD OPEN DISCUSSION ON FUTURE PROJECTS AND COMMON GOALS:**

106 President Wallace stated that this section of the meeting will be conducted "popcorn" style (i.e.: anyone  
107 who has a suggestion can voice it, in no particular order).

108 Director Jones inquired why the Calm Wind runway project (runway 2/20) was deferred. Mr. Smith stated  
109 that the members who deferred the project are no longer on ACAT. Mr. Smith stated when ACAT decided  
110 not proceed with the project, staff placed signage promoting runway 2/20 when conditions allowed (calm  
111 wind runway). Mr. Bullock indicated that that outreach is huge regarding runway 2/20. Director Jones  
112 expressed that he would like to see ACAT explore the calm wind runway project. Member Gage stated  
113 that he doesn't believe extending the runway an extra 400 feet (to make the runway 5,000 ft.) would see

114 any gain in operational use. Member Gage indicated that if it were extended to 6,500 feet, that would be  
115 a game changer. Director Hetherington stated that if it were that length the runway would need to be  
116 oriented in a different direction which was explored as an alternative runway option in the Master Plan  
117 study that was conducted a few years ago by Mead & Hunt. Discussion ensued regarding the various  
118 runway length requirements operators need for a safe landing or take off.

119 Director Hetherington mentioned the idea of “displaced thresholds” of runway 11/29, which would  
120 shorten its length to 6,000 feet. After no initial response to Director Hetherington’s idea of displaced  
121 thresholds, President Wallace indicated that it is okay for the group to acknowledge the idea and state  
122 that it could be revisited, and if the team indicates that the idea is a “no go” they can explain the reasons  
123 why. Director Van Berkem indicated that the “displaced thresholds” was dropped prior to the idea of  
124 lengthening and widening Runway 2/20. Mr. Smith indicated that all options were looked at together  
125 when the Board and staff were going through the airport development alternatives. Director Van Berkem  
126 stated that the idea was dropped because it wouldn’t make any significant impact to noise and annoyance.  
127 Mr. Smith stated that another reason besides disbursement of traffic would need to be indicated.  
128 Discussion ensued on the topic, with consensus that all parties have acquired enough information to take  
129 the idea to ACAT for them to discuss further if it could be a potential new project.

130 Director Hetherington inquired about the deferred noise monitor project. Mr. Bullock stated that at the  
131 ACAT meeting, they decided to continue paying for the noise monitor at the end of Runway 29 until  
132 November of 2016. The motion passed. ACAT will then look at the data and will then pursue the thought  
133 of forming a subcommittee and continuing the project. Mr. Cooke stated that the biggest underlying  
134 question is what does it measure and how will it solve the noise and annoyance problem.

135 Chair Rohlf stated that she would like to see a more concerned and thoughtful giving plan. Would like to  
136 see something “big” and to lay off on all of the small stuff. And would like to see the potential giving to be  
137 more promoted within the community. Director Wallace stated that there was an easy nexus with the  
138 community aquatic center and the Makerspace; the idea of doing something “big”, it has to have a logical  
139 nexus with the Airport. Member Gage inquired about the possibility of doing an aviation scholarship  
140 program. Mr. Smith stated that the District does participate in a scholarship program sending 5<sup>th</sup> Grade  
141 classes to the Challenger Space Academy, but it is much more difficult to give individual scholarships.

142 Director Hetherington stated that the Growth Management/Demand Drivers subject has been deferred,  
143 and would like to see it revisited; especially since there are so many developmental projects that are in  
144 the works with Placer County. Mr. Smith stated that developing a Policy Instruction on how the District  
145 responds (via public comment) to the Notice of Process (NOP) on development projects around the  
146 District is currently on his work-plan. Mr. Smith stated that ACAT helping him develop that Policy  
147 Instruction could be possible if ACAT members were interested. Mr. Smith also mentioned that the District  
148 finalized the demand drivers study and will utilize the data in a NOP policy and other decisions related to  
149 regional growth management.

150 **PUBLIC COMMENT:**

151 None.

152 **MEMBER RECRUITMENT AND SELECTION (2016)**

153 Member Hoopingarner stated that at the last ACAT meeting the pilot members indicated that they are  
154 also “community members” and were confused regarding the segregation of the titles. Mr. Bullock stated

155 that this subject has been a very awkward discussion for some time. The nexus of the current conversation  
156 stemmed from Vice Chair Polverari being a past pilot, but does not currently fly, therefore doesn't bring  
157 a current pilot prospective to the conversation. The pilot candidates also felt it wasn't fair that a non-  
158 current pilot was selected over them, they are members of our community and they wanted to serve. Mr.  
159 Bullock stated that each year, staff tries to recruit as many candidates as they can; and if there is  
160 something staff can change or approve for the next recruiting round, it should be discussed. Mr. Smith  
161 stated that a rebranding of the titles can be explored, for example: Pilot and Non-Pilot. Mr. Smith also  
162 suggested defining what a "pilot" is, for example: listing specific qualifications. Mr. Smith stated that last  
163 year's selection was confusing as we had candidates moved from one category to another by the Board.

164 **PUBLIC COMMENT:**

165 Mr. Rick Stevens, Truckee resident, stated that he enjoyed the meeting, and thought that this meeting  
166 was more fruitful than regular Board meetings.

167 **MOTION #1 JUNE-11-2016:** Director Hetherington motioned to adjourn. Director Van Berkem seconded  
168 the motion. President Wallace, Directors Van Berkem, Jones and Hetherington voted in favor of the  
169 motion.

170 **MOTION #2 JUNE-11-2016:** Member Gage motioned to adjourn. Member Hoopingartner seconded the  
171 motion. Chair Rohlf, Members Gage, Hoopingartner and Krueger voted in favor of the motion.

172 The meeting adjourned at 11:55 a.m.