

1 The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular
2 meeting held Thursday, December 05, 2013 at the Truckee Tahoe Airport District Community Room, 10356
3 Truckee Airport Road, Truckee, California at 9:00 am.

4 **CALL MEETING TO ORDER:** 9:01 a.m.

5 **DIRECTORS PRESENT:** President Mary Hetherington
6 Vice President John B. Jones Jr.
7 Director J. Thomas Van Berkem
8 Director James W. Morrison
9

10 **DIRECTORS ABSENT:** Director Lisa Wallace
11

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

21 **VISITORS PRESENT:** 16
22

23 **SPECIAL ORDERS OF BUSINESS:** President Hetherington read Resolution No. 2013-13 of the Truckee Tahoe Airport
24 District expressing appreciation to Kevin Bumen for his years of service to the Truckee Tahoe Airport District.

25 Mr. Bullock stated that he had talked to Mr. Bumen who wanted to express his thanks to the Board for the
26 recognition.

27 **PUBLIC COMMENT:** None

28 **MOTION #1 DEC-05-13:** A roll call vote on this motion resulted in the following: Director Van Berkem – yes,
29 Director Morrison – yes, Vice President Jones – yes, President Hetherington – yes. Director Wallace is absent.
30 The motion passed.

31 Mr. Smith updated the Board on the new position that Mr. Bullock now holds, the Director of Aviation and
32 Business Services. He also stated that Ms. Granger has officially been hired by the Airport as the Administrative
33 Clerk. There may be other employment opportunities that will open up as staffing is finalized. Mr. Stoner
34 commented that the Truckee Fire Department had ambulance driver training on the South Ramp several weeks
35 ago. Pictures were passed around. A Boy Scout troop got a permit to cut down 342 Christmas trees. Some empty
36 hangars are being used to store the trees. Mr. Smith stated that the Santa Fly-In is on December 14, 2013 at
37 10am.

38 Mr. Smith introduced four students from North Tahoe Middle School's Odyssey of the Mind Team, Robert, Nell,
39 Hunter and Tommy. The kids thanked the Board for their support and donations. The Board was presented with
40 a thank you card. There was a video shown about the project by Odyssey of the Mind. President Hetherington
41 asked what the project was. Mr. Hunter Hoffman stated that they had to build a structure to support the most
42 amount of weight. The group competed in Regionals, and placed first, and competed in the State competition
43 and placed ninth. The entire performance was in Spanish. Mr. Smith thanked Mr. Hoffman, Mr. Anzar and Mr.
44 Pynappel for their time and use of their equipment.

45 **PUBLIC COMMENT**

46 Mr. Andrew Terry stated that Mr. Stoner has been a lot of help with the Boy Scout Christmas tree project. He
47 questioned the open position of the Director of Finance and Administration.

48 Mr. Smith stated that the recruiting will be open until January 10, 2014 for this position.

49 Mr. Dan Kates, with the Truckee Aquatic Coalition, stated that the group has gotten approval from the Airport
50 Land Use Commission, and they are hoping to be on the January 22, 2014 Board meeting Agenda to discuss
51 possible partnership opportunities.

52 **CONSENT CALENDAR**

53 President Hetherington requested that the Minutes: October 17, 2013, the Financial Report – Rates and Fees Q3,
54 and the Operations and Comments Report – Q3 2013 be pulled from the Consent Calendar.

55 **PUBLIC COMMENT:** None

- 56
- 57 • Monthly Service Bills and Fees
 - 58 • Financial Report
 - 59 • Martis Valley West Development Proposal – Letter to Placer County Review and Approval
 - 60 • Liability Insurance Coverage
 - 61 • Airport Rescue and Fire Fighting (ARFF) Agreement with Truckee Fire Protection District

62 **MOTION #2 DEC-05-13:** Director Van Berkem moved to approve the items on the Consent Calendar with the
63 exception of the Minutes: October 17, 2013, the Financial Report – Rates and Fees Q3, and the Operations and
64 Comments Report – Q3 2013. Vice President Jones seconded the motion. President Hetherington, Vice President
65 Jones, and Directors Van Berkem and Morrison voted in favor of the motion. The motion passed.

66 **PUBLIC COMMENT**

67 Mr. Bob Bena, the Fire Chief of the Truckee Fire Protection District, thanked the Board and staff for all the help
68 they have provided, including the recent ambulance training. He stated that the Fire Department is very excited
69 about the new ARFF truck to be provided by the Airport. He said that it is very good for the public that two
70 agencies have such a great partnership. Director Van Berkem questioned what percentage of time the ARFF
71 vehicle will be on site. Mr. Bena stated that the majority of the time the engine will be on site, unless it is
72 responding to some sort of fire event. On a regular basis, the Truckee Fire Department shares resources with the
73 other Fire Departments around the area.

- 74
- Minutes: October 17, 2013

75 President Hetherington made two changes to the October 17, 2013 Minutes that will be reflected.

76 **PUBLIC COMMENT:** None

77 **MOTION #3 DEC-05-13:** Vice President Jones moved to approve the Minutes of October 17, 2013 as amended.
78 Director Van Berkem seconded the motion. President Hetherington, Vice President Jones, and Directors Van
79 Berkem, and Morrison voted in favor of the motion. The motion passed.

- 80
- Financial Report – Rates and Fees Q3

81 President Hetherington stated that she would like staff to consider how the labor cost could be factored into the
82 TTAD Quarterly Operating Results Comparison schedule.

83 **PUBLIC COMMENT:** None

84 **MOTION #4 DEC-05-13:** Director Van Berkem moved to approve the Financial Report – Rates and Fees Q3. Vice
85 President Jones seconded the motion. President Hetherington, Vice President Jones, and Directors Van Berkem,
86 and Morrison voted in favor of the motion. The motion passed.

87 • Operations and Comments Report – Q3 2013

88 President Hetherington assumed that the operations per comment in 2012 were much higher because of the
89 Runway 11-29 closure. Mr. Smith confirmed this. President Hetherington questioned the two after hours
90 operations. Mr. Bullock stated that their incentives were revoked.

91 Director Van Berkem questioned if the letters stating the District’s position on the Martis Valley West
92 Development Proposal will be sent to various parties. Mr. Smith confirmed this.

93 **PUBLIC COMMENT:** None

94 **MOTION #5 DEC-05-13:** Vice President Jones moved to approve the Operations and Comments Report – Q3 2013.
95 Director Van Berkem seconded the motion. President Hetherington, Vice President Jones, and Directors Van
96 Berkem and Morrison voted in favor of the motion. The motion passed.

97 **AIRPORT COMMUNITY ADVISORY TEAM**

98 Mr. Bullock gave a summary of the November 12, 2013 ACAT meeting. The officer selection has been postponed
99 until the December 10, 2013 ACAT meeting. Mr. Collinson gave the new members Brown Act Training. There will
100 also be a bylaw amendment change. ACAT approved a \$1000 expenditure in October for Mr. Tom Lippert and his
101 wife, Ms. Laurel Lippert, to make a trial noise abatement procedure video. The video has been seen by the pilot
102 community, as well as having been shown at the Oakland Center meeting a couple weeks ago. The video was
103 shown. Vice President Jones stated that he has a handout that requests pilots to report over the dump, and then
104 fly the Gateway arrival. He questioned when that changed. Mr. Bullock stated that the procedure is the same
105 from aircraft inbound from the south. Vice President Jones suggested having comments regarding points of
106 interest as the approaches are being flown to make it more interesting. Director Morrison suggesting putting
107 radio calls in the video. Both the suggestions will be brought back to ACAT in the December meeting. Mr. Bullock
108 stated that there are plans to have Mr. Leigh Golden fly the procedure in the King Air and make a video. Vice
109 President Jones also suggested having the elevation of the aircraft shown as well. President Hetherington stated
110 that the Lippert’s might also consider using the Truckee High School audio/visual abilities to enhance the video.
111 Vice President Jones suggested possibly commenting on what a pilot should try to avoid, instead of just what to
112 fly over. Mr. Bullock stated that he will bring all of the suggestions back to ACAT.

113 Mr. Bullock updated the Board on Phase 3A, the flight validation plan, of the RNAV SID. Mr. Pete Elmore is
114 working on Phase 3A, which is estimated to cost \$38,500. Mr. Bullock stated that ACAT has not yet approved
115 Phase 3B, the actual flight validation. The FAA is developing a new departure, Truck 4. Mr. Bullock will hopefully
116 bring that back to the Board in the January 22, 2014 meeting.

117 The Unicom needs assessment will hopefully be completed next week. Three pilot kiosks were installed in three
118 locations. There was also an Oakland Center meeting, which was very successful. Mr. John Fisher, with Oakland

Center, was the presenter, and answered a lot of questions during the Oakland Center meeting. Vice President Jones questioned where the direction will change in the FAA proposed Truck 4. Mr. Bullock stated that he has a line drawing procedure of how it is changing. Instead of a 002 intercept with a right turn to Truck, it would be a straight out climb fly by waypoint. He stated it looks to be approximately a mile and a half to two miles east of the current Truck intersection. Mr. Smith stated that he is interested to find out how this procedure will affect Prosser.

Mr. Bullock stated that the content management for the new website is completed. There will be draft content on the website before the holiday. The site will go live in either late January or February.

PUBLIC COMMENT: None

ANNUAL AUDIT PRESENTATION

Mr. Michael Manduca, with James Marta & Company, gave the presentation. He stated that the firm's audit opinion of the District is unmodified, which is good. He gave a summary of the audit report and the results. There was an increase in the net position of \$884,000 with the revenue and expense changes. He stated that net assets have been changed to read net position. The liabilities have remained a constant since 2002. Vice President Jones pointed out that 2013 is the first year that the revenues have been higher than 2008. President Hetherington questioned why the expenses were a lot higher in 2013. Mr. Manduca stated that it was due to repairs to runways. Mr. Smith questioned if the FAA grants were included in the expenses. Mr. Manduca confirmed this. Ms. Dykstra added that the Master Plan was a large expense, which was over \$250,000, in 2013 as well. She stated that the AirFair was another big expense.

Mr. Manduca stated that there were no missed payments found, and there were no issues with governance. He stated that the District is in a good financial position. In 2014-2015, there will be a new GASB coming out to recognize PERS pension liability. Vice President Jones questioned how well funded the District is. Ms. Dykstra answered that the District just received the valuation of June 30, 2012 which was between 70-75% funded, based on market value. She explained the valuation and PERS over the last couple years and how it will change in 2014.

Mr. Manduca stated that the District should plan on what to do if there is no federal funding in the future. Mr. Smith stated that the District did that with the Capital Facility Plan, and there is a healthy fund balance in the reserves. He gave an Airport Improvement Program (AIP) update stating that there are currently no discussions for small General Aviation airports to modify the AIP.

Director Van Berkem suggested using the auditors to interview the candidates for Ms. Dykstra's position when the time comes. President Hetherington stated that at the CSDA Conference, there was talk about unfunded liability and pension liability, and that everything is in flux. Vice President Jones stated that public pension liabilities are based on unrealistic return expectations. In the private sector, there are expectations of approximately 3-3.5% return, which is built into their pensions. PERS is using approximately 7.5-8.5% return expectations, which means, if it was lowered to approximately 4% return, it will be lowered to 40% funded instead of 75% funded. He stated that hopefully, the District will be able to financially meet the obligations. President Hetherington stated that there was a section on pension costs during the CSDA conference. She requested that the speaker, Mr. Jeff Chang, be brought to the District to speak again. She wants to make sure that the Board is not personally liable for financial losses.

PUBLIC COMMENT

Mr. Terry stated that over the last ten years, NASDAQ has gone up 9.6%.

159 **MOTION #6 DEC-05-13:** Vice President Jones moved to approve the annual audit as presented by James Marta &
160 Company. Director Van Berkem seconded the motion. President Hetherington, Vice President Jones, and
161 Directors Van Berkem and Morrison voted in favor of the motion. The motion passed.

162 **AIRPORT CAPITAL IMPROVEMENT PROGRAM REVIEW**

163 Mr. Bill Quesnel, District Engineer, gave the presentation. He showed a summary of proposed projects and
164 project costs for the next five years that will be submitted to the FAA for funding. He gave a breakdown of the
165 projects in each year. President Hetherington questioned if there is an opportunity to replace the Alder Hill
166 Beacon Tower before the proposed year of 2017, if that could happen. Mr. Quesnel confirmed this, stating that it
167 just needs to be on the list for the FAA. Mr. Smith stated that the District can apply to the FAA for any project on
168 the list earlier than is stated. President Hetherington questioned if there should be a project for the other towers
169 on this list as well. Mr. Quesnel stated that there are no communications infrastructure hanging from those other
170 towers.

171 In 2014, Apron A4 will be reconstructed with a budget of \$1,900,000. There will be a lot of effort, time and
172 money spent on the areas that are most used by General Aviation. Every year, there is a five year plan submitted
173 to the FAA. Mr. Quesnel stated that in February, he will come back with an updated Pavement Maintenance Plan.

174 **PUBLIC COMMENT**

175 Mr. Terry stated that the District is in good shape in terms of resources to be ready to present these projects to
176 the FAA. He suggested separating out the projects from the ACIP to have an inventory of projects for the FAA.
177 Mr. Smith stated that staff does this on an annual basis, and will continue to do that.

178 **MOTION #7 DEC-05-13:** Vice President Jones made a motion to direct staff to finalize the 2014-2018 Airport
179 Capital Improvement Program and submit it. Director Morrison seconded the motion. President Hetherington,
180 Vice President Jones, and Directors Van Berkem and Morrison voted in favor of the motion. The motion passed.

181 **NEW BANK OF THE WEST SIGNATURE CARDS – RESOLUTION 2013-11**

182 The Board reviewed the change to the Bank of the West signature cards.

183 **PUBLIC COMMENT:** None

184 **MOTION #8 DEC-05-13:** Director Van Berkem moved approval of Resolution 2013-11 of the Truckee Tahoe Airport
185 District, New Bank Signature Cards with the Bank of the West and waived the reading. Director Morrison
186 seconded the motion. A roll call vote on this motion resulted in the following: Director Van Berkem – yes,
187 Director Morrison – yes, Vice President Jones – yes, President Hetherington – yes. Director Wallace is absent.
188 The motion passed.

189 **BANK OF THE WEST CREDIT CARD – RESOLUTION 2013-12**

190 The Board reviewed the authorization for the Bank of the West credit card for the Director of Aviation and
191 Business Services.

192 **PUBLIC COMMENT:** None

193 **MOTION #9 DEC-05-13:** Director Van Berkem moved approval of Resolution 2013-12 of the Truckee Tahoe Airport
194 District, Amending an Agreement with the Bank of the West for TTAD Credit Cards and waived the reading.

195 Director Morrison seconded the motion. A roll call vote on this motion resulted in the following: Director Van
196 Berkem – yes, Director Morrison – yes, Vice President Jones – yes, President Hetherington – yes. Director Wallace
197 is absent. The motion passed.

198 **BREAK:** At 10:25 a.m. the Board recessed for a short break. At 10:32 a.m. President Hetherington reconvened
199 the meeting.

200 **NOVEMBER 13th MASTER PLAN WORKSHOP PUBLIC COMMENT REVIEW**

201 Ms. Seana Doherty, with FreshTracks Communications, represented Mead & Hunt as well in the presentation.
202 There were two meetings on November 13 to check in with the public. The purpose was to keep the public
203 engaged in the Master Plan and to report on the progress. There were about 50 attendees total throughout the
204 two meetings. Mead & Hunt did a presentation outlining the alternatives kept and dismissed. Alternative 2A is
205 the widening and extending of Runway 2-20 and Alternative 3 is off Airport alternatives. There was an online
206 survey that approximately 27 people participated in. In general, Alternative 2A has a lot of community support.
207 There was also support for Alternative 3, but there was some concern expressed about the cost outweighing the
208 benefits. Those who responded to the online survey had only seen the PowerPoint, and they did not have the
209 benefit of the explanation by Mead & Hunt. There were some comments about the confusion of the online
210 survey.

211 Director Morrison would like the current alternatives to be put in contrast with the previous Master Plan
212 alternatives, which were adding parallel runways, lengthening runways, and getting more aircraft to this Airport.
213 The current alternatives are in stark contrast to the alternatives in the previous Master Plan. The primary goals
214 for the current alternatives are to reduce both noise and annoyance. Mr. Smith stated that he has been talking to
215 some Glenshire residents about their concern of departures off of Runway 2, since this is the Runway that will be
216 extended. Once Mr. Smith talked to the Board President of Glenshire about the small increase in the number of
217 operations per year, there was less concern from the Glenshire community. He stated that there is still more
218 work to do in the Glenshire community to make sure they know what the District is doing.

219 Ms. Doherty stated that the next steps include additional analysis on the Glenshire overflights for Alternative 2A,
220 draft document ready in early 2014 for public review, CEQA documentation in the middle of 2014 and FAA
221 circulation and review towards the end of 2014. Vice President Jones stated that there is a published instrument
222 approach into Runway 2-20 that takes a route that does not go over any housing developments. He suggested
223 putting more traffic on that route, and requesting that all pilots fly that approach, even in VFR conditions. Mr.
224 Bullock stated that the flight track on the GPS for Runway 20 is good, however, the character of the annoyance
225 that is seen on the arrivals is not directly related to noise, but to the visual sight of the aircraft.

226 Ms. Doherty stated that there was a lot of support for night curfews. Mr. Smith read Director Wallace's
227 comments on the Master Plan as she was absent. She wrote, "While acknowledging this may be part of what the
228 staff, Ad Hoc MP Committee and consultants are thinking about, I just want to highlight that while analyzing
229 alternatives that send more flights over Glenshire, I hope we can directly address in that analysis how we use
230 what we have learned about outreach and communications. That we can plan to proactively work with Glenshire
231 residents. I just want to keep proactive communication at the front of any analysis that impacts new groups."

232 **PUBLIC COMMENT:** None

233 **GENERAL MANAGER'S REPORT**

234 Mr. Smith stated that there is a UC Davis Noise Symposium in February that conflicts with the February 26, 2014
235 Board meeting. He mentioned that there are several AirFair members at an ICAS convention in Las Vegas. He
236 stated that there are three active Ad Hoc committees: the Master Plan, Land Leasing and Legal Counsel. The
237 design work continues to move forward with the Tahoe City Heliport. Mr. Smith showed several pictures with the
238 new design and idea for the heliport. The final design will come in March 2014. The permitting process will begin
239 in March as well. Director Van Berkem questioned how the snow removal will work, if the heliport will be
240 elevated to compensate for the snow. Mr. Smith stated that the land slopes down already, and in terms of the
241 snow removal, either TCPUD will do it, or there will be a contractor hired.

242 Mr. Bullock stated that there will be flight risk assessment seminar sometime in February 2014.

243 In regards to Clear Capital, who was supposed to present a term sheet and lease discussion during this December
244 meeting, they have requested the postponement of the topic until the January Board meeting. They would like to
245 have a term sheet and potentially a lease agreement at the January meeting. Vice President Jones stated that
246 there were rumors that Clear Capital has been looking elsewhere for leasing locations, but at the most recent Ad
247 Hoc committee meeting, Clear Capital stated that they are keeping their options open, but they are still very
248 committed to the site at the Airport. Clear Capital and JMA Ventures may have another appraisal done as well, as
249 the first appraisal came in a little higher than they expected. President Hetherington stated that the appraisal
250 came out to \$0.64/square foot. She questioned that as a public agency, since the District has already gotten an
251 appraisal, how the market price would be decided if Clear Capital gets an appraisal as well. Mr. Smith stated that
252 if they have a certified appraiser, and it comes back with a different number, the two numbers can be reconciled.
253 Sometimes, a third appraiser, paid by both parties, is hired to reconcile the two previous appraisals. Vice
254 President Jones believes that the term sheet will happen before the lease discussion happens. Ms. Dykstra
255 questioned the status of the FAA release of the land. Mr. Smith stated that he does not have that at the moment,
256 but he does not anticipate an issue. Mr. Smith read Director Wallace's comments on the land leasing update. She
257 wrote "Thank you to the Land Leasing Ad Hoc Committee and staff for regular meetings with the Town of Truckee,
258 Nevada County, Placer County, and Cal Trans. Thanks especially for Placer County and Cal Trans. As you all
259 already know, I view the meetings with these peer agencies as vital to hitting the timeline outlined by Clear
260 Capital to meet their needs. I wish Clear Capital would also be at the meetings, but I am heartened staff and the
261 Ad Hoc Committee are meeting with this set of peer agencies." Mr. Smith stated that he has not yet met with Cal
262 Trans, but continues to reach out to them. He stated that if there is no rate agreement, there is no sense of
263 wasting agencies' time.

264 The Board retreat is January 29, 2014. In the afternoon, Board will meet with the Truckee Town Council to talk
265 about sphere of influence and annexation boundaries, among other items. In the morning, Mr. Smith would like
266 to look at the strategic plan again. President Hetherington would like to look at what is happening with night
267 operations.

268 In terms of Hangar 3, C & S has started the analysis for that facility. Mr. Smith is hoping the analysis will take
269 approximately 4-6 weeks. He stated that Sierra Aero has now started oxygen service. Ms. Jessica Fay, with Sierra
270 Aero, stated that it is a four-tank system, and they have set some prices. This system is now up and running.

271 Mr. Bullock shared a safety story with the Board regarding Mr. Meskimen, a District employee. He stated that
272 during a snowstorm, Mr. Meskimen noticed an aircraft had filed a flight plan to come into the Airport from Santa
273 Rosa. Mr. Meskimen researched the name of the pilot, called him and advised him of current Truckee flight
274 conditions. The pilot was very grateful for the information. Director Morrison stated that this is the type of
275 enhanced Unicom he is looking for, with great communication.

276 Mr. Bullock stated that the new AWOS system is being put in this week as well. Vice President Jones stated that
277 the runway camera is a great safety tool as well to check the current weather.

278 **PUBLIC COMMENT:** None

279 **BOARD MEMBER ANNOUNCEMENTS**

280 President Hetherington stated that she and Director Van Berkem went to the NBAA conference, and she, Vice
281 President Jones, and Director Wallace went to the CSDA conference.

282 Director Van Berkem reported on the NBAA conference. He stated that there were a lot of vendors looking at
283 how to prevent noise and annoyance. He was surprised about the number of vendors that are starting “shared
284 ride software”, sharing rides to the same place with other passengers. He stated that could have traffic impacts
285 here.

286 President Hetherington commented on the NBAA conference as well. There is new software that has been
287 developed for night operations, where the pilot has enhanced vision technology on the front of the aircraft,
288 making everything look like a clear, sunny day. President Hetherington stated that is a big concern and the
289 District should look into what can be done about it, and it might be worth spending the money. She stated that
290 the District should be getting some information from the three funded deer collars. She suggested developing a
291 safety program where the pilots would get \$0.05 off a gallon of fuel if they go through a safety training course.

292 Director Van Berkem stated that both he and President Hetherington met with several contracting firms that had
293 good pricing for community hangars.

294 **PUBLIC COMMENT**

295 Mr. Terry stated that every year, NTSB releases a Nall report on safety that might be useful to distribute to both
296 ACAT and staff. He stated that a lot of the latest technology that is seen at the NBAA conference never hits the
297 mainstream market.

298 Vice President Jones gave a report on the CSDA Leadership conference in Napa. He stated that he took away
299 several ideas on how to run a Board from one of the speakers, Brent Ives, the Mayor of Tracy, CA. President
300 Hetherington stated that she took away many ideas as well, stating that the purpose of the Board is to serve. She
301 brought the booklet back for the other Board members to read. She asked District Counsel Collinson if it is in
302 compliance with the Brown Act to share the booklet with the other Directors. District Counsel Collinson answered
303 that as the booklet is procedural notes as opposed to substitute notes, it is allowed for other Board members to
304 read. President Hetherington stated she learned from one of the speakers, Mr. Chang, that, in certain
305 circumstances, the Board of Directors may be personally responsible for the losses related to the management of
306 employee funds. Mr. Chang spoke at the conference about defined contribution and defined benefit programs.
307 President Hetherington suggested consulting with Mr. Chang regarding the District’s defined contribution plan.

308 **PUBLIC COMMENT:** None

309 **CLOSED SESSION**

310 At 12:01 p.m., the Board entered closed session pursuant to government code section:

- 311
- 312 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (SUBDIVISION (C) OF GOVERNMENT CODE
 - 313 SECTION 54956.9)

Name of case: Truckee Tahoe Airport District v. Gaylia Newcomb, et al., Nevada County Superior Court
Case #TCU13-5538

- GOVERNMENT CODE SECTION 54957 – GENERAL MANAGER 2012/2013 PERFORMANCE GOALS
- CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6:
Agency designated representative: President Hetherington and Director Van Berkem
Unrepresented employee: General Manager Kevin Smith

PUBLIC COMMENT: None

At 1:45 p.m., the Board recessed out of closed session and reported the following action:

- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (SUBDIVISION (C) OF GOVERNMENT CODE SECTION 54956.9)
Name of case: Truckee Tahoe Airport District v. Gaylia Newcomb, et al., Nevada County Superior Court
Case #TCU13-5538
- *The Board authorized President Hetherington to sign the settlement agreement.*
- GOVERNMENT CODE SECTION 54957 – GENERAL MANAGER 2012/2013 PERFORMANCE GOALS
- *The Board reported that direction was given to staff.*
- CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6:
Agency designated representative: President Hetherington and Director Van Berkem
Unrepresented employee: General Manager Kevin Smith
- *The Board authorized \$3000 additional salary for the General Manager, and a \$4000 flight training stipend to complete IFR training along with tuition reimbursement program dollars if necessary.*

PUBLIC COMMENT: None

ANNUAL SELECTION OF BOARD PRESIDENT AND VICE PRESIDENT

The Board reviewed Policy Instruction 209 regarding the Assignment of the Board President and Vice President for Fiscal Year 2014.

MOTION #10 DEC-05-13: Director Van Berkem moved to approve staff's recommendation to assign Vice President Jones as President and Director Morrison as Vice President of the Board of Directors from December 2013 through November 2014. President Hetherington seconded the motion. President Hetherington, Vice President Jones and Director Van Berkem voted in favor of the motion. The motion passed.

ADJOURN

MOTION #11 DEC-05-13: President Hetherington moved to adjourn. Vice President Jones seconded the motion. President Hetherington, Vice President Jones, and Director Van Berkem voted in favor of the motion. The motion passed.

At 1:45 p.m. the December 05, 2013 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.