



# General Manager's Report

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## Item 1 – Upcoming Training/Conference Opportunities

- AAAE Basics of Airport Law Workshop and 2018 Update – Oct. 28-30, 2018 – Washington DC
- Annual Airports Going Green Conference – Nov. 4-7, 2018 – Atlanta GA
- ICAS Annual Convention – Dec. 3-6, 2018 – Las Vegas NV
- Aviation Issues Conference – Jan. 6-10, 2019 – Maui HI
- AAAE/ACC Airport Planning, Design, and Construction Symposium – Feb. 20-22, 2019 – Denver CO
- AAAE/ACI-NA Airport Customer Experience Symposium – March 4-7, 2019 – Chicago IL
- CSDA Leadership Academy – April 7-8, 2019 – San Diego CA
- CSDA Legislative Days – May 21, 2019 – Sacramento CA
- AAAE Annual Conference and Exposition – June 16-19, 2019, Boston MA
- CSDA Leadership Academy – July 7-8, 2019 – Napa CA
- Southwest Chapter AAAE Annual Conference – July 26-28, 2019 – Tucson AZ
- CSDA Annual Conference - Sept. 25-28, 2019 – Anaheim CA
- AAAE National Airports Conference – Oct. 6-8, 2019 – San Antonio TX
- NBAA Aviation Convention – Oct. 22-24, 2019 – Las Vegas NV

## Item 2 – Ad Hoc Committee Meetings Update

### Non-Aviation Land Use Ad Hoc Committee (Directors Jones and Wallace)

- Ad Hoc Committee last met on August 31<sup>st</sup>.
- Committee and Staff have reviewed the final draft of LOA between TTAD and TTSA on the land exchange. Letter of Agreement (LOA) is on this agenda for final approval by Board of Directors.
- Multiagency Site Planning Study is completed in draft form. Town of Truckee and Airport District are review draft in preparation of presenting to Board and Town Council. More information will be provided in the coming weeks.
- The General Manager met with Nevada County and Town of Truckee to review land use change options on Soaring Way and non-aviation land use changes on west side of airport along Joerger Way.
- Staff will provide a comprehensive update on these efforts at the Nov. 28, 2018 Board Meeting.

### GHG Inventory Study Ad Hoc Committee (Directors Wallace and Morrison)

- The Board will receive the final GHG Reduction plan at the Nov. 2018 Board Meeting.
- Staff and consultant are working on final update to Plan. The Ad Hoc Committee and staff will be meeting on October 25, 2018 in preparation for the November Board meeting.

#### Hangar 2 Design and Programing Ad Hoc Committee (Directors Morrison and Stephens)

- Scope of work is complete and supplemental agreement with Mead & Hunt has been signed.
- Per CMAR discussion at last Board Meeting, staff is moving forward with schematic (30%) design. The full Board will have its next check in on this project when Schematic Design is complete to decide whether to proceed or table the project.
- Staff has also moved construction funding for project out of 2019 Budget. Should the Board decided to move forward with final design and construction, unrestricted net assets can be allocated to begin construction.

#### Mountain Housing Council Committee Member Report - Directors Stephens

- Director Stephens will provide an update on activities of the Mountain Housing Council and other local's housing projects currently underway.

#### **Item 3 – Executive Hangar Project Update**

The Executive Hangar Project is progressing on time and on budget. All paving and striping is complete. Crews are finishing assembly of the doors, final utility work, and building finishes. Staff anticipates final construction by Nov. 15<sup>st</sup>. Hangars will be made available to tenants by Dec. 1<sup>st</sup> or possibly sooner.

#### **Item 4 – ACIP Meeting with FAA Update**

Staff is pleased to announce that the District successfully logged 12,792 enplanements from our nonscheduled/on demand air carriers. This puts TRK in to the “Primary” general aviation airport category and makes us eligible with for the \$1,000,000 FAA Entitlement in lieu of the \$150,000 Non-Primary category. FAA is currently working on apportionments of funding but we expect to receive our full “Primary” Entitlement. The GM and District Engineer had a good meeting with the FAA on October 2, 2018 in San Francisco. Staff expects funding to complete the new Wash Rack, Blast pads on Runway 11/29, as well as the J&K Saw and Seal Projects.

#### **Item 5 – Winter Season Park & Ride Lease Agreement**

Staff has permitted the Truckee North Tahoe Transportation Management Association (TNT-TMA) in partnership with local public transit and bus service operators to use a portion of South Ramp for a weekend public Park & Ride for the winter of 2018/2019. They will be using a portion of our south ramp (See attached map) for vehicle Park-n-Ride parking in an effort improve traffic flow on area highways during peak ski season. TNT TMA with assistance from TART will provide Saturday and Sunday bus service starting mid-December to the end of March (weekends only) to the resort triangle. This is a License Agreement at no cost to TNT TMA as they are providing a public services with tangible public benefit to the District. The District will be charging \$150 an hour for snow removal during this time period. It's our hope this effort will assist in reducing traffic congestion during peak winter season weekends particularly for H-267.

#### **Item 6 – General Manager Annual Performance Review Timeline**

Each January the Board conducts its annual review of the performance of the District General Manager. This year this process has been automated through the Districts new employee evaluation software called Trackstar. Board President Stevens and District HR Manager Luran Tapia will meet in early November with GM to convert and finalize the previous GM Evaluation into Trackstar. The Board will receive a web link to login to the software and complete their review. This will be provided to the Board in mid-December. Trackstar will provide a final consolidated report for the Board to review. After the Board has reviewed the Annual GM Performance Evaluation, a final copy will be provided to the GM by January 18, 2019 for review in

closed session on January 23, 2019. More information will be provided at the November 28, 2018 Board of Directors Meeting.

**Item 7 – Upcoming Board Meeting Schedule**

Board Meeting dates are as follows:

- November 28, 2018 (Nov/Dec. Meeting)
- December 1, 2018 - Annual District Holiday Party
- January 23, 2019
- February 27, 2019

**Item 8 – Rolling Agenda and 2018 District Goals Review**

We will review upcoming items and plan agendas for future meetings as well as review and discuss 2018 District Goals as needed.

**Attachments to GM Report**

Item 4 – FAA Enplanement Data Report for 2017

Item 5 – Winter Park & Ride Ramp Map

Item 8 – Rolling Agenda and 2018 District Goals