



# General Manager's Report

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## **Item 1 – Upcoming Training/Conference Opportunities**

- 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>.
- The final LOA between TTAD and TTSA on the land exchange is signed and completed. TTSA and TTAD GMs are working on appraisals and survey work.
- The Multiagency Site Planning Study is completed in draft form. Town of Truckee and Airport District are reviewing the 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.

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

- The final report for this item is included on the Board Agenda for Nov. 28, 2018.

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

- 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 decide to move forward with final design and construction, unrestricted net assets can be allocated to begin construction.
- Staff anticipates Schematic Design documents for review in February or March 2019.

## 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**

Staff will conduct a tour of the hangars for the Board of Directors and public at 3:30 PM prior to the Board Meeting. The project is substantially complete. The Contractor is working on final punch list items. The project was finished on time and on budget.

### **Item 4 – Discussion on Housing Joint Powers Authority (JPA) Concept**

Staff will provide an overview of a new housing concept in development centered on a possible JPA. The intent would be to form a JPA with other local Special Districts to incentivize private development of workforce housing on behalf of a JPA. This idea is still in the conceptual phase. Staff will provide some basic details regarding the concept at the meeting as well as the possibility of funding (\$10,000) the initial analysis necessary to test and understand the feasibility of the concept. No finding commits will be finalized as part of the GM report. If the concept is agreeable to the Board a funding request and Memorandum of Understanding will be reviewed by the Board at the January 23, 2019 Meeting.

### **Item 5 – 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 Trakstar. Board President Stevens, General Manager Kevin Smith, and District HR Manager Luran Tapia have meet 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 early 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 6 – Upcoming Board Meeting Schedule**

Board Meeting dates are as follows:

- December 1, 2018 - Annual District Holiday Party
- January 23, 2019
- February 27, 2019

### **Item 7 – 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 7 – Rolling Agenda and 2018 District Goals