



# General Manager's Report

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## Item 1 – Upcoming Training/Conference Opportunities

- 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 (Director Wallace, vacant appointment)

- **The Board should consider appointing a second member of the Ad Hoc Committee.**
- Much of the work for this Ad Hoc Committee has been complete, however there are 3 specific items remaining which staff request assistance from the Ad Hoc Committee. These are:
  - Final Property Alignment of TTSA & TTAD Land Transfer Project.
  - Multi-Agency Site Planning Study Review and Recommendation to full Board.
  - PC-3/TTAD Infrastructure Upgrade Participation and Recommendation to full Board.
- The Board in past meetings has pretty well established the future zoning for our Non-Aviation properties per the attached Land Use Map. Staff will be submitting this to Nevada County and Town of Truckee this spring. Some of the Land Use Designations, particularly on Joerger Way within the Town of Truckee are also outlined in the Multiple Site Planning Study which will be sent to the Board by the end of the month and consider at the February Board Meeting.
- I have 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 has begun the Non-Aviation land Use designation change for the Joerger Way property with FAA. This could take 6 to 12 months to complete.

### Hangar 2 Design and Programing 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 decided 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 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 – Hangar 1 Project Status Update**

The Hangar 1 and Hangar 2 sewer line upgrade project has been awarded to Sierra Nevada Construction for \$242,007 which is \$100,000 under our proposed budget. They will complete that project within the next few months as weather permits per their contract. They need a 2 week weather window with little moisture and daytime above freezing temperatures to do the project. It will be completed no later than early spring.

Regarding the office building, we continue to struggle finding a solution that meets our design expectations while balancing the budget. Our comprehensive bid which we submitted to our local contracting community resulted in two bids for \$720,000 and \$1,100,000. These were obviously unacceptable. We then pursued a modular office option that looked promising but the manufacture will not/cannot deliver commercial buildings in California. We still have a couple of good options we are pursuing. We have a second modular office vendor that will provide us a building but there is some concern regarding aesthetics of the structure which we are working on mitigating. Peter Beaupre, our contract construction manager, is also preparing a bid for PBD to build a permeant attractive structure within our \$400,000 building budget. We will be making a final decision on one of these two options by the end of the month.

In summary, the sewer is on track to be completed very soon and well below our budget and we still have two promising options on the structure which will meet our goals, both of which can be delivered this summer.

#### **Item 4 – New Director of Finance and Administration Selection Process Update**

As you are all aware, Sally Lyon will be retiring July 1, 2019. Thank you Sally for your dedicated service to the District these past 5 years. Staff has posted the position on various industry association websites and is seeing significant interest. At the publication of this staff report we had received 15. The actual number of applicants will be presented at the Board Meeting. Staff is currently reviewing these and selecting 4 to 6 individuals for the preliminary interview. While it is not common for the Board of Directors to be involved in staff interviews other than the General Manager, I would like to invite the Board President to participate in the initial selection process of this important position as there is significant Board/Staff interaction with the Director of Finance and Administration. Our goal is to finalize the selection process and have a new Director working with Ms. Lyon by mid-April 2019. If there is Board consensus, we will invite the Board President to participate. Interviews are planned for mid-February.

#### **Item 5 – Regional Air Service Corporation (RASC) Update**

I wanted to provide you quick update on the activities of RASC. Attached to the staff report is the current membership and contributions of RASC. The current annual budget is now at \$780,000. Our current contribution to this program is \$20,000. \$10,000 for the TTAD membership and \$10,000 for TNT-TMAs membership. As I attend these meetings quarterly, I am pleased with the programs and projects underway by RASC to encourage more and cheaper flights to and from RNO. If you haven't been to [www.flyrenotahoe.com](http://www.flyrenotahoe.com) it would be good to visit the website. This is one of the RASC products. It was interesting to hear that RNO is in conversations with Southwest regarding service to Hawaii. In summary, I feel this is money well spent and is providing direct benefits to our constituents. The District may want to consider additional funding for RASC in the near future.

**Item 6 – Discussion on Annual Board Strategy Workshop**

Each year the Board holds an annual Board Strategy Meeting Workshop. Due to our fiscal year change, staff would like to discuss the Boards desire to hold this workshop and when would be best to schedule the meeting.

**Item 7 – Discussion on Annual ACAT/Board Workshop**

Each Spring ACAT and the Board of Directors have held a combined workshop to coordinate ideas and discuss projects. ACAT would like to propose a combined meeting in Spring of 2019. Typically, this combined meeting replaces the monthly ACAT meeting. Some proposed dates could be March 12<sup>th</sup>, April 9<sup>th</sup>, or May 14<sup>th</sup>. The meeting is usually from 9:00 AM to 12:00 PM followed by Lunch.

**Item 8 – Upcoming Board Meeting Schedule**

Board Meeting dates are as follows:

- February 27, 2019
- March 27, 2019

**Item 9 – 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 2 – Airport Land Use Map

Item 5 – RASC Membership Information

Item 9 – Rolling Agenda