

The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS special meeting held Monday, July 08, 2019 in the Truckee Tahoe Airport District Community Room A, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California

**CALL MEETING TO ORDER: 9:05 AM**

**PLEDGE OF ALLEGIANCE**

**DIRECTORS PRESENT:** President Rick Stephens  
Vice President Teresa O'Dette  
Director Jim Morrison (arrived at 9:19 AM)  
Director Lisa Wallace  
Director Mary Hetherington

**STAFF PRESENT:** Mr. Kevin Smith, General Manager  
Mr. Hardy Bullock, Director of Aviation and Community Services  
Ms. Kelly Woo, Director of Finance and Administration  
Mr. Josh Nelson, District Legal Counsel  
Ms. Lauren Tapia, HR Manager/District Clerk

**VISITORS PRESENT: 0**

**SPECIAL ORDERS OF BUSINESS:**

Mr. Smith noted the 2019 Air Show will be taking place Saturday, July 13<sup>th</sup>.

**PUBLIC COMMENT:** None.

**WELCOME AND REVIEW OF AGENDA ITEMS – MR. KEVIN SMITH**

Mr. Smith noted that the Community Sponsorship/Partnership policy discussion will take place at the August Board meeting. Staff is allowing the ACAT members to have one more round of input before it is brought forth to the Board of Directors. There was consensus from the Board for the item to be discussed at a later date.

**PUBLIC COMMENT:** None.

**FUTURE OF HANGAR DEVELOPMENT AND GENERAL LAND USE DISCUSSION – BOARD AND STAFF DISCUSSION**

Initial discussion ensued regarding the idea of a Field House being constructed on the District's non-aeronautical land on Soaring Way. There was emphasis made by the Board members that the District should not be the lead player in constructing the field house, but should have other major Agency partners as the Field house will benefit everyone regionally. There was Board consensus to have Mr. Smith gather interest from other public agencies that provide these type of public services.

Mr. Smith transitioned to reviewing the multitude of District property sites and their intended use and zoning requirements. Director Hetherington noted her displeasure of the TTAD and TTSA land swap, and with TTSA saying they do not intend to have spray fields on the property they are receiving (in the swap) something functional (like the field house) should be constructed on it. Mr. Smith inquired if the Board would like to reopen the conversation of the land swap and whether or not the District should continue with it. Director Wallace indicated that it would be beneficial at a future meeting to review the last 24 months of key reasons why the District is swapping land with TTSA. Director Morrison indicated a review would be beneficial but that Staff should not stop working on the land swap agreement approved by the Board. There was Board consensus to continue that process.

**PUBLIC COMMENT:** None.

**EFFECTIVE PUBLIC SERVICE FOR POLICY MAKERS – PRESENTATION BY MR. MICHAEL COLANTUONO ESQ.**

Mr. Michael Colantuono, reviewed his Effective Public Service for Policy Makers presentation for the Board of Directors.

Director Wallace thanked Mr. Colantuono for his presentation and inquired how the Board can make the public feel like they are being heard, specifically regarding public comments that may not be accurate. Mr. Colantuono stated that it is useful to engage in effective listening; to respond diplomatically with the correct information and thank them for their comment. Discussion ensued regarding back and forth conversation between the Board and the public, off agenda public comments, and the public potentially placing Board members in a serial meeting thus violating the Brown Act. Strategies were discussed on how to effectively and legally address these issues.

**PUBLIC COMMENT:** None.

**BREAK:** 10:19 AM – 10:25 AM

**PROCEDURE DEVELOPMENT AND AIR TRAFFIC CONTROL – BOARD AND STAFF DISCUSSION**

Mr. Bullock reviewed charted and voluntary procedures and the difference between the two. Mr. Bullock reviewed the RNAV (GPS) – A plate and indicated that it became official on June 20<sup>th</sup>, it is not reliant on ADS-B. Mr. Bullock reviewed the challenges behind procedure development and how the airport fits into other systems (RNO, South Lake, Oakland Center, etc.).

Mr. Bullock reviewed the notional procedure animations for approaches and departures on Runway 11/29 and 02/20. Discussion ensued regarding how procedures are implemented, executed and understanding their impacts on the community.

Discussion transitioned to dispersion vs. concentration and how that works at the Airport, and how the terrain around the airport sets up concentration and makes the idea of dispersion difficult.

Director Hetherington requested updated plates be sent to her for her records, and requests the Town of Truckee Boundary drawn on them.

Discussion ensued regarding the different scales of dispersion and concentration and the need for the District to have many options available for them to use (departures and arrivals for all runways) which will only grow with the installation of ADS-B.

**PUBLIC COMMENT:** None.

**CONTINUED: FUTURE OF HANGAR DEVELOPMENT AND GENERAL LAND USE DISCUSSION – BOARD AND STAFF DISCUSSION**

Director Morrison reopened the discussion regarding the District’s Masterplan identifying addition hangars to be built. Mr. Smith stated that the Board allocated \$35k in the current year’s budget to do a feasibly and planning study for the “super duper” T hangars, as it’s the “sweet spot” of what is missing on the airfield. Mr. Smith noted that this study has not been done, but can be rolled over into next year’s budget. There was Board consensus to roll over the study to the 2020 budget.

Discussion transitioned to priority spending of property tax revenue on various non-aeronautical (community enhancing) projects, specifically Regional Transit. There was Board consensus to open a conversation with TNT-TMA regarding the Lake Tahoe Express (airport shuttle to KRNO) and possibly looking at leverage more funding for RASC. Mr. Smith indicated that, in his opinion, better access to RNO with additional flights and a quality shuttle product to RNO may be something the public would favor.

Director Hetherington mentioned she that it would be a good idea to articulate with more detail in the budget how the District accounts for property tax revenue. In the interest of transparency she indicated

85 that the public would benefit from clear transparency regarding where how their tax dollars are applied  
86 to all the various District budget line items. Director Stephens agreed and indicated he is in favor of  
87 transparency but did not feel cost allocating was a direction we wanted to go. The Board agreed that a  
88 budget review was a good idea and that we could discuss this as we move into the 2020 Budget process  
89 in August.

90 Mr. Smith indicated that staff would include the community programs and policies, budgeting, open space  
91 and transit on future agendas for further Board deliberations.

92 **PUBLIC COMMENT:** None.

93 **MOTION #1 JULY-08-19:** President Stephens motioned to adjourn the meeting. Vice President O'Dette  
94 seconded the motion. President Stephens, Vice President O'Dette, Directors Morrison, Wallace and  
95 Hetherington voted in favor. The motion passed.

96 At 11:59 AM the July 08, 2019 special meeting of the Truckee Tahoe Airport Board of Directors adjourned.