

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, July 24, 2019 in the Truckee Tahoe Airport District Community Room A,
3 located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California.

4 **CALL MEETING TO ORDER: 4:32 PM**

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President Rick Stephens
7 Vice President Teresa O’Dette
8 Director Jim Morrison (arrived at 5:31 PM)
9 Director Lisa Wallace
10 Director Mary Hetherington

11 **STAFF PRESENT:** Mr. Kevin Smith, General Manager
12 Mr. Hardy Bullock, Director of Aviation and Community Services
13 Ms. Kelly Woo, Director of Finance and Administration
14 Mr. Josh Nelson, District Legal Counsel
15 Mr. Marc Lamb, Community Relations Manager
16 Ms. Lauren Tapia, HR Manager/District Clerk

17 **VISITORS PRESENT:**

18 **SPECIAL ORDERS OF BUSINESS:** None.

19 **PUBLIC COMMENT:** None.

20 **CONSENT ITEMS**

- 21 • Minutes: June 26, 2019 Regular Meeting ----- TAB 1
- 22 • Minutes: July 08, 2019 Special Meeting----- TAB 2
- 23 • Monthly Service Bills and Fees ----- TAB 3

24 Director Hetherington requested to pull Tab 1 and Tab 2.

25 **PUBLIC COMMENT:** None.

26 **MOTION #1 JULY-24-19:** President Stephens motion to approve Tab Item 3. Director Wallace seconded
27 the motion. President Stephens, Vice President O’Dette and Directors Wallace and Hetherington voted in
28 favor of the motion. The motion passed.

29 Director Hetherington amended the June 26, 2019 Regular Meeting Minutes and July 08, 2019 Special
30 Meeting Minutes.

31 **PUBLIC COMMENT:** None.

32 **MOTION #2 JULY-24-19:** Director Hetherington motion to approve Tab Items 1 & 2 as amended. President
33 Stephens seconded the motion. President Stephens, Vice President O’Dette and Directors Wallace and
34 Hetherington voted in favor of the motion. The motion passed.

35 **ACAT REPORT (TAB 05)**

36 Mr. Bullock reviewed the July 2019 ACAT Report and Ad Hoc Committee reports. Discussion ensued
37 regarding the Truckee Tahoe Soaring Association’s ACAT partnership request of the purchase of new
38 transponders.

39 **PUBLIC COMMENT:** None.

40 **GATEWAY MOUNTAIN CENTER – PROGRAM UPDATE (TAB 04)**

41 Mr. Peter Mayfield, Executive Director of the Gateway Mountain Center, reviewed the annual Gateway
42 Mountain Center program update. Director Wallace thanked Mr. Mayfield for his presentation and the
43 center's ability to flourish and to become financially stable in the past year.

44 **PUBLIC COMMENT:** Mr. Mike Sabarese, Board of Director of Gateway Mountain Center, thanked the
45 Board for their support of the center and invited each TTAD Board Member to tour the center next month.

46 **AIRSHOW UPDATE**

47 Mr. Smith gave a quick review of the 2019 Airshow. It was quite a success with no significant issues, no
48 injuries or aeronautical issues. A full update from the Airshow Committee will be given at the August 28th
49 Board meeting.

50 **PUBLIC COMMENT:** None.

51 **QUARTERLY OPERATIONS AND COMMENT REPORT (TAB 06)**

52 Mr. Bullock reviewed the Quarterly Operations and Comment Report for the months of April - June.
53 Operations & Comments, Comments by Aircraft Type, Comments by Zone and Aircraft type and Q2
54 insights were reviewed.

55 Ms. Stacey Justesen, Safety and Security Manager, reviewed the Q2 safety update on the Quarterly
56 Report.

57 Director Hetherington reviewed several arrival and departure track images, and requests that the maps
58 she reviewed be placed in the monthly and quarterly Operations and Comment reports for each runway.
59 Director Hetherington would also like the tracks be compared to Pre Temporary Tower tracks, and would
60 like the arrivals and departure tracks to be separate and not combined. Director Wallace noted that the
61 tracks would be helpful comparisons for the quarterly report, but not the monthly. Mr. Smith stated that
62 staff would need more time to research the scope of Director Hetherington's request, as staff may need
63 the help of its consultant, as it is a very time consuming task. More information will be brought forth in
64 August.

65 **PUBLIC COMMENT:** None.

66 **QUARTERLY FINANCIAL REPORT (TAB 07)**

67 Ms. Woo reviewed the quarterly financial report for six month ending June 30, 2019. Director
68 Hetherington noted the difference in gallons sold in the 1990's vs. current day, specifically between 100LL
69 and JetA.

70 **PUBLIC COMMENT:** None.

71 There was Board consensus to accept the Quarterly Financial report as presented.

72 Director Morrison entered meeting at 5:31 PM.

73 **QUARTERLY COMMUNICATIONS REPORT (TAB 08)**

74 Mr. Lamb reviewed the Q2 Quarterly Communications Report. Director Hetherington noted that she
75 would like the advertising of the monthly board meeting agenda pushed out through Mr. Lamb's various
76 external communication methods.

77 **PUBLIC COMMENT:** None.

78 **STAFF AND BOARD MEMBER CONFERENCE ATTENDANCE REPORT**

79 None to report.

80 **GENERAL MANAGER REPORT (TAB 17)**

- 81 • Upcoming Training and Conference Opportunities

82 Mr. Smith reviewed the upcoming training and conference opportunities for the Board and District staff.

- 83 • Hangar 2 Design & Programming

84 This item was reviewed extensively at the June 26th regular Board meeting. The project will be revisited
85 at the August Budget Workshop.

- 86 • Mountain Housing Council

87 President Stephens provided an update on the Mountain Housing Council.

- 88 • Waddle Ranch Artifact Repatriation

89 The District has received a request to repatriate Native American artifacts that were excavated during
90 archaeological investigations on Waddle Ranch. These artifacts were uncovered in 1995 as part of a
91 proposed road construction project associated with timber harvesting operations by The Timber
92 Company. The Nevada State Museum has kept them in storage since that time. Working with the Washoe
93 Tribe who maintains cultural patrimony of Martis Valley, they would like to repatriate these artifacts to
94 Waddle Ranch in an area where they can remain undisturbed. Staff is in favor of this request and intends
95 to prepare a letter authorizing the repatriation of these artifacts pending Board consensus on this request.
96 There was Board consensus to have Mr. Smith draft the authorization letter.

- 97 • Review of Annual Board Strategy Workshop

98 Mr. Smith reviewed the annual strategy workshop that took place earlier in the month, and noted the few
99 topics that still need to be discussed in the upcoming months.

- 100 • Review of Lizzando Housing Project Agreement Extension

101 Staff and the District Legal Counsel have had an opportunity to review the current Lizzando housing
102 project agreements. At the June 26th Board Meeting the Board asked staff to see what is required to
103 extend that agreement allowing Rick Lee an opportunity to seek project approval for his project. District
104 Counsel Nelson stated that the District does not need to extend the agreement, and that technically Mr.
105 Rick Lee has 3.5 years to complete phases 2-4 (January 2022).

- 106 • Upcoming Board Meeting Schedule

107 Mr. Smith reviewed the Board meeting schedule which includes fall dates.

108 **PUBLIC COMMENT:** None

109 **BOARD MEMBER ANNOUNCEMENTS**

110 President Stephens noted the meeting between Truckee Fire Protection District and Placer County Board
111 of Supervisors regarding a possible adjustment of funding allocation of property tax to the Truckee Fire
112 Protection District. There was consensus from the Placer County Board of Supervisors to consider the
113 issue going forward.

114 **ADJOURN**

115 **PUBLIC COMMENT:** None

116 **MOTION #3 JULY-24-19:** Director Hetherington motioned to adjourn the meeting. Director O’Dette
117 seconded the motion. President Stephens, Vice President O’Dette and Directors Morrison, Wallace and
118 Hetherington voted in favor of the motion. The motion passed.

119 At 6:01 PM the July 24, 2019 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

120 THIS SET OF MINUTES IS A CONDENSED VERSION OF THE JULY 24, 2019 REGULAR BOARD MEETING. TO
121 WATCH THE MEETING IN ITS ENTIRTY, IT CAN BE FOUND HERE UNDER "BOARD MEETING ARCHIVES":
122 <http://ktrk-live.s3-website-us-west-2.amazonaws.com/>