

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS  
2 regular meeting held Wednesday, August 28, 2019 in the Truckee Tahoe Airport District Community Room  
3 A, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California.

4 **CALL MEETING TO ORDER: 4:30 PM**

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President Rick Stephens  
7 Vice President Teresa O’Dette  
8 Director Jim Morrison  
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. David Van Quest, Noise Associate  
16 Mr. Marc Lamb, Community Relations Manager  
17 Ms. Lauren Tapia, HR Manager/District Clerk

18 **VISITORS PRESENT:** 10

19 **SPECIAL ORDERS OF BUSINESS:**

- 20 • Public Comment 101 Presentation by District Legal Counsel Nelson (Tab 01)
- 21 District Legal Counsel reviewed his Public Comment 101 Presentation to the Board of Directors.

22 **PUBLIC COMMENT:**

23 Ms. Pam Madigan, full time resident in Grey’s Crossing, made a public comment regarding aeronautical  
24 noise this past summer. She indicated the increase in aeronautical activity particularly departures over  
25 her neighborhood has been difficult for the residents and hopes the District will direct resources to  
26 address the issue and try and move airplanes to other places. She indicated that many of her neighbors  
27 are also bothered by the noise. She asked that the District work hard to use new surveillance equipment  
28 to move aircraft away from populated areas.

29 Ms. Patti Dukes, Truckee resident, made a public comment regarding aeronautical noise this past summer  
30 and the increase in aeronautical activity has made it hard for her to be outside due to the noise. She  
31 indicated the jets are particularly loud and that her hope is that the Tower do more to move airplanes  
32 away for neighborhoods.

33 Mr. Tom Meadows, local pilot and Truckee Resident, made a public comment regarding the history of the  
34 airport and some of the programs the District has tried. He explained in his opinion the difficulty  
35 “pleasing” all local residents regarding noise displeasure.

36 Mr. Kevin Sloan, local pilot and hangar tenant, made a public comment regarding the District’s executive  
37 hangar waitlist and recent policy changes made to the waitlist. Mr. Sloan also made a public comment  
38 regarding social media comments made regarding noise and lack of understanding the public has about  
39 airport operations and the NAP. He also indicated his willingness to help in this effort.

40 **CONSENT ITEMS**

- 41 • Minutes: July 24, 2019 Regular Meeting ----- TAB 02

- 42 • Monthly Service Bills and Fees ----- TAB 03
- 43 • Approval of Annual CPI Adjustment for Hangar and Tenant Lease Agreements ----- TAB 04
- 44 • Monthly Operations and Comment Report ----- TAB 05

45 Director Hetherington requested to pull Tab 05.

46 **PUBLIC COMMENT:** None.

47 **MOTION #1 AUGUST-28-19:** Director Morrison motioned to approve Tab Items 2 - 4. Director  
48 Hetherington seconded the motion. President Stephens, Vice President O’Dette and Directors Morrison,  
49 Wallace and Hetherington voted in favor of the motion. The motion passed.

50 Director Hetherington noted the increase in jet activity for the month of July compared to July of 2018.  
51 Director Morrison noted the District’s efforts (time and money) to try to fix noise impacts onto the  
52 community, but expressed how difficult it has been. President Stephens stated that the approval of ADS-  
53 B is one of the legs to help fix issues, and to help the District gain operational control of approaching and  
54 departing aircraft. Director Wallace acknowledged the effort it takes the general public to call in and  
55 report aeronautical activity, and appreciates hearing from all public commenters. Mr. Smith stated that  
56 the District welcomes all commenters to come and visit the airport, and to discuss their concerns with  
57 District staff.

58 **PUBLIC COMMENT:** None.

59 **MOTION #2 AUGUST-28-19:** Director Hetherington motion to approve Tab Item 5. Director O’Dette  
60 seconded the motion. President Stephens, Vice President O’Dette and Directors Morrison, Wallace and  
61 Hetherington voted in favor of the motion. The motion passed.

62 **ACAT REPORT and MEMBER SEAT SELECTION OVERVIEW (TAB 06)**

63 Mr. Bullock reviewed the August 2019 ACAT Report and Ad Hoc Committee reports. Director Wallace  
64 noted attendance issues occurring again with ACAT Members, and it effecting certain projects being  
65 completed.

66 Mr. Bullock reviewed the ACAT Member Application and Selection process which will be taking place at  
67 the September meeting. Two Pilot seats are up for re-selection.

68 **PUBLIC COMMENT:** None.

69 **2019 AIR SHOW WRAP UP REPORT**

70 Mr. Tim LoDolce and Ms. Margaret Skillicorn, Airshow Committee Members, presented the 2019 Air Show  
71 Wrap up Report.

72 **PUBLIC COMMENT:** None.

73 **REGIONAL AIR SERVICE CORPORATION (RASC) PRESENTATIONS**

74 Mr. Hassan Aban, Manager of Air Service and Cargo with Reno Tahoe International Airport, reviewed Reno  
75 Tahoe International Airport Update for the Board of Directors.

76 Mr. Carl Rubio, Reno Air Service Corporation (RASC), gave an update on RASC activities and air service  
77 development at Reno Tahoe International Airport.

78 **PUBLIC COMMENT:** None.

79 **MONTHLY FINANCIAL REPORT (TAB 07)**

80 Ms. Woo reviewed the monthly financial report for seven month ending July 31, 2019. Director  
81 Hetherington requested that property tax revenue be called out separately in the Financial Report. There

82 was agreement between staff and the Board to have the property tax revenue specifically called out in  
83 the revenue section of the monthly income statement.

84 **PUBLIC COMMENT:** None.

85 There was Board consensus to accept the monthly Financial report as presented.

86 .

#### 87 **STAFF AND BOARD MEMBER CONFERENCE ATTENDANCE REPORT**

88 Mr. Smith reported on his attendance at the Annual SWAAAE Conference in Tucson, AZ.

#### 89 **GENERAL MANAGER REPORT (TAB 17)**

- 90 • Upcoming Training and Conference Opportunities

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

- 92 • Hangar 2 Design & Programming

93 This item was reviewed extensively at the June 26<sup>th</sup> regular Board meeting. There was not consensus to  
94 move forward with the project at this time but to consider the various building options as part of the 2020  
95 Budget Process including the 5 Year Forecast. This project was reviewed at the earlier Budget Workshop.

- 96 • Mountain Housing Council

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

- 98 • New Reporting for Runway Utilization

99 Runway utilization data was provided to the Board in early June of 2019 using basic, unaudited or sanitized  
100 data from our Vector system. Director Hetherington asked Staff to provide an estimate to complete  
101 runway use analytics. It's Staff understanding that the report should describe how many operations  
102 occurred on each runway for jets, pistons, turbo-props, and twins and include pre-tower and post-tower  
103 analytics. The current tower data is very small in comparison to pre-tower so statistical care would be  
104 necessary to assure accurate analysis.

105  
106 In talking with Vector's engineers they have designed a potential report that completes our goals while  
107 also providing heat-map tracking. This function will show the average track that the selected type of  
108 aircraft will fly off each runway; it will show where most aircraft would be while using the selected runway.  
109 Because these reports are not standard in our system, Staff requested an estimate to provide these  
110 monthly and quarterly reports from our vendor. Vector indicated that the one time integration fee will  
111 be \$29,100 to set up the report then a quarterly fee of \$2,200 to run the report. There was Board  
112 consensus to run this report Bi-Annual (after the summer and winter season).

- 113 • JMA Ventures in regards to Utility, Transportation and Trail Improvements PC-3

114 President Stephens recused himself from the Meeting at 6:27 PM.

115 Staff has been working with Town of Truckee, Nevada County and JMA Ventures to ascertain benefit and  
116 value to District participation in utility, transportation, and trail improvements. Staff originally planned  
117 for an August final presentation and decision on this topic. In meeting with JMA, it was mutually agreed  
118 to delay the conversation to allow additional time to better understand options available including a  
119 potential MOU/agreements with the Town of Truckee and Nevada County.

120 President Stephens re-entered meeting at 6:29 PM.

- 121 • Upcoming Board Meeting Schedule

122 Mr. Smith reviewed the Board meeting schedule which includes fall and winter dates.

123 **PUBLIC COMMENT:** None

124 **CLOSED SESSION:**

125 • GOVERNMENT CODE SECTION 54957 - GENERAL MANAGER ANNUAL PERFORMANCE REVIEW

126 **PUBLIC COMMENT:** None

127 **ADJOURN TO CLOSED SESSION: 6:31 PM**

128 Direction was given to the General Manager.

129 **PUBLIC COMMENT:** None

130 **ADJOURN**

131 **PUBLIC COMMENT:** None

132 **MOTION #3 AUGUST-28-19:** Director Morrison adjourn the meeting. Director O’Dette seconded the  
133 motion. President Stephens, Vice President O’Dette and Directors Morrison, Wallace and Hetherington  
134 voted in favor of the motion. The motion passed.

135 At 6:55 PM the August 28, 2019 regular meeting of the Truckee Tahoe Airport Board of Directors  
136 adjourned.

137 **THIS SET OF MINUTES IS A CONDENSED VERSION OF THE AUGUST 28, 2019 REGULAR BOARD MEETING.**  
138 **TO WATCH THE MEETING IN ITS ENTIRTY, IT CAN BE FOUND HERE UNDER “BOARD MEETING ARCHIVES”:**  
139 <http://ktrk-live.s3-website-us-west-2.amazonaws.com/>