



General Manager's Report

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Item 1 – Upcoming Training/Conference Opportunities

- ICAS Convention – Dec. 9-12, 2019 – Las Vegas NV
- AAAE Aviation Issues Conference – Jan. 5-9, 2020 – Maui HI
- AAAE/ACC Airport Planning, Design and Construction Symposium – Feb. 19-21, 2020 – Reno NV
- AAAE/ACI-NA Washington Legislative Conference – March 17-18, 2020 – Washington DC
- CSDA Leadership Academy – April 19-22, 2020 – San Diego CA
- AAAE National Conference and Exhibition – May 10-13, 2020 – Denver CO
- CSDA Legislative Days – May 19-20, 2020 – Sacramento CA
- SWAAAE Annual Conference – July 19-22, 2020 – Reno NV
- CSDA Annual Conference and Showcase – August 24-27, 2020 – Palm Desert CA
- F. Russell Hoyt National Airports Conference – Sept. 27-29, 2020 – Savannah GA
- CSDA Leadership Academy – Sept. 27-30, 2020 – South Lake Tahoe CA
- AAAE/ACI-NA Noise Conference – Oct. 19-22, 2020 – Montreal, Canada

Item 2 – Ad Hoc Committee Meetings Update

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.

Per Board consensus at the September 2019 Board Meeting Director Hetherington is assisting staff with review of the Runway Utilization Reporting Project and Director Wallace is assisting staff with review of the Communications Plan Report. Each of these projects will be reported and presented to the Board when complete.

Item 3 – General Manager Committee Appointments

This is an informational item to inform the Board of my appointment to the Placer County CAP (Capital Projects) Advisory Committee representing Special Districts. There are currently 2 special District seats on the Committee. These appointments essentially rotates among 5 Special Districts within Eastern Placer County which include the TCPUD, NCSD, SVCSD, NTPUD and TTAD. It is now TTADs opportunity in the rotation. The purpose of this committee is to recommend Tourism Master Plan priorities and capital projects to the Placer County Board of Supervisors to implement the Tourism Master Plan and Transient Occupancy Tax Policy in eastern Placer County. Director Stephens is also on this committee, appointed by Placer County as an At-Large Member.

I am pleased to announce that I was also recently appointed to the American Association of Airport Executives Board of Examiners (BOE). The BOE is an 11 member national Board with oversight responsibilities for the AAAE Airport Certified Employee (ACE), Certified Manager (CM), and the Accredited

Airport Executive (AAE) certification programs. These programs are overseen and administered by AAEE staff under the direction of the BOE. The TTAD Board of Directors originally approved GM participation in this endeavor at the May 2019 Board Meeting.

Item 4 – Hangar 1 Project Update

The Hangar Office Building and Hangar refurbishment project continues on schedule. The building is scheduled for completion on December 15th. The project will be completed within the budget approved by the Board. Sierra Aero and Mountain Lion Aviation plan to move into the new building in late December early January. As soon as they are moved, PBD will then begin demolition of the old offices in the hangar in late January 2020 and plan to be finished with the hangar work by late February.

Item 5 – East Hangar Access Modification Review

We want to thank our tenants for their cooperation during the course of this summer's construction period, particularly for the East Hangar Rows. Separating construction equipment, tenant vehicles and aircraft was a dynamic evolution that we successfully accomplished together.

Through this process, we had a drastic reduction in many aspects of the safety and security issues noted at our airport. Reducing traffic through Gate 7 (near the playground) has lowered the number of vehicles in a high pedestrian area. It has decreased the number of vehicles conflicting with aircraft on the north side of the hangars (TWY R) and reduced tailgating occurrences. As a direct result, we have determined that separating vehicles and aircraft is the smart way to do business on an airport, along with the benefit of keeping people safer and our airport more secure.

In that light, we propose to change vehicle access and routing at the eastern side of the airport. Staff is proposing the following changes:

- A-H hangar row tenants would be asked to use Gate 5 to enter and exit their hangar row with their vehicles. Gate 5 is equipped with high security cameras and is located opportunistically between the Police and Fire stations.
- Tenant access cards will no longer open Gate 7, near the playground. Tenants can drive to businesses on the north side of the east hangars using the hangar rows, which will increase awareness of the aircraft activity by the vehicle driver. This coordination should also prove to reduce the number of vehicles transiting Taxiway Romeo and the parking lot area.
- Authorized commercial ground transportation companies (limos, shuttles, taxis) will continue to use Gate 7, along with transient users on the main ramp. The entry and exit route will remain unchanged, keeping these vehicles out of any aircraft movement areas

We understand that this change may affect normal routine. To that end, Staff would like to introduce this to tenants and receive their comments and input before we implement this access modification. Our intent is to produce a very similar Notice to what is provided here and distribute that to our tenants and give them a few weeks to review and comment. We wanted

to introduce this to the Board as well and receive any of your thoughts and comments before we proceeded.

Item 6 – General Manager Annual Performance Review Timeline

Each January the Board conducts its annual review of the performance of the District General Manager. This process is automated through the Districts employee evaluation software called Trakstar. The Board will receive a web link to login to the software and complete their review at the December 4th Meeting. Directors should have their review complete by January 10, 2020. Trakstar 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 17, 2020 for review in closed session on January 22, 2020. More information will be provided at the December 4, 2019 Board of Directors Meeting regarding Trakstar access.

Item 7 – Upcoming Board Meeting Schedule

Board Meeting dates are as follows:

- December 4, 2019 – Regular Board Meeting
- January 22, 2020 – Regular Board Meeting

Item 8 – Rolling Agenda and Review of District Goals

We will review upcoming items, review Goals, and plan agendas for future meetings.

Attachments to GM Report

Rolling Agenda

2019 District Goals