

The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT AIRPORT COMMUNITY ADVISORY TEAM (ACAT) regular meeting held **Tuesday, October 8, 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: 9:15 AM

PLEDGE OF ALLEGIANCE

MEMBERS PRESENT: Chair Leigh Golden  
Member Joe Lorenz  
Member David Diamond  
Member Lynne Larson  
Member Stacy Caldwell (entered meeting at 9:23 AM)

MEMBERS ABSENT: Member Kathryn Rohlf

STAFF PRESENT: Mr. Hardy Bullock, Director of Aviation and Community Services  
Mr. Marc Lamb, Community Relations Manager  
Ms. Jill, McClendon, Aviation and Community Services Program Coordinator

VISITORS PRESENT: 1

SPECIAL ORDERS OF BUSINESS: None

PUBLIC COMMENT: None

CONSENT ITEMS:

- Minutes: August 13, 2019 – Regular Meeting
- Minutes: September, 10, 2019 – Regular Meeting

**MOTION #1:** Chair Golden moved to approve the minutes from the August meeting. Member Diamond seconded the motion. Chair Golden, and Members Diamond, Larson, and Lorenz voted in favor of the motion. Motion passed.

**MOTION #2:** Member Lorenz voted to approve the minutes from the September meeting. Chair Golden seconded the motion. Chair Golden and Members Diamond and Lorenz voted in favor of the motion. Member Larson abstained because she was not present at the meeting. Motion passed.

DISCUSSION ITEMS: MISSION & BYLAWS

Mr. Bullock provided background on ACAT and the bylaws. When ACAT was created, Airport staff evaluated the structure of committees and advisory teams at other airports to see how they functioned.

Member Caldwell entered the meeting at 9:23 AM.

Mr. Bullock also noted that the Board looks to ACAT for input on various things and those recommendations can come in many forms. Most recently the bylaws were amended to add safety at the suggestion of former ACAT Member Paul Fast.

Topics of discussion also included how ACAT is funded and its fiduciary role when making decisions.

Members requested that when a minority report presented to the board when a decision is made. This can be accomplished through the ACAT report. ACAT suggests that their decision making authority vs. being a recommendation driven committee be clarified in the bylaws.

Member Lorenz noted that on the first page of the Bylaws, Article 2 mentions "Term" however term is not actually discussed until Article 4. Mr. Lorenz also noted that he did not see it expressly written when someone is appointed to ACAT in the situation where a current member leaves.

Mr. Bullock noted that staff can talk to the Director of Finance regarding how the budget for ACAT is allocated (aeronautical vs. non-aeronautical revenue) and an amendment to the Bylaws regarding funding can be discussed.

PUBLIC COMMENT: Mr. Jack Armstrong commented that the ACAT members are appointed by the board and are not publicly elected. If a community member does not like the actions ACAT takes, they don't have the option to not vote for them. Mr. Armstrong noted that he thought the original idea of ACAT was to provide the board with input as a liaison to the community. Mr. Armstrong believes that there is a large number of people within the District that are not aware of the Airport. Mr. Armstrong also believes that ACAT has been appointed by the Board to provide a service so that the Board can focus on other items.

Member Caldwell requested a future agenda topic in regards to how does ACAT navigate and follow-up on its responsibility to the community.

A break in the meeting was taken at 10:21 AM.

Meeting returned to order at 10:26 AM

#### DISCUSSION ITEMS: ACAT OFFICER SELECTION

Mr. Bullock discussed the various methods by which ACAT can choose to assign officer positions (Chair, Vice Chair, etc.). ACAT discussed the various merits of each method. Member Larson requested staff to come up with different scenarios and bring it back at a future ACAT meeting. The topic will be discussed in the future at the January meeting.

#### SUB-COMMITTEES AND REPORTS

Member Diamond gave an update regarding the Emergency Landing initiative and noted that the consulting firm working on this has been delayed and has asked for additional time to return the report. Member Lorenz commented that as part of this initiative multi-engine should be discussed as well as single engine because those perspectives look very different.

Member Caldwell noted that she and Member Lorenz were present at the September Board Meeting prepared to discuss ACAT's recommendations for Policy Instruction #311 Community Sponsorships and Partnerships. Because of the absence of a board member, the discussion was moved to a future board meeting. Member Lorenz will be present at the November Board Meeting to discuss the policy recommendation from ACAT.

ACAT Members requested that the boarding meeting dates be included as part of the ACAT agenda.

Member Lorenz would like to re-consider the Community Benefit Committee at a future meeting prior to voting to sunset it.

Mr. Bullock made note of two upcoming conferences the ACI-NA/AAAE Airport Noise Conference in Seattle and the NBAA Business Aviation Convention & Exhibition in Las Vegas. Mr. Bullock noted that ADS-B is moving forward. Mr. Bullock also discussed topics for upcoming ACAT meetings including an update from Skydive Truckee Tahoe regarding the aircraft modification. Tower staff will also be invited to give their perspective as well. Mr. Mark Covey, Pilot and Passenger Outreach Coordinator, will attend a future meeting to give an update on the summer operational season. Additionally, staff will look to bring an insurance expert to present to ACAT in the future regarding the emerging issue of insurance coverage in the aviation industry.

PUBLIC COMMENT: None

**MOTION #3:** Member Larson motioned to adjourn the meeting. Chair Golden seconded. Chair Golden and Members Larson, Diamond, Lorenz and Caldwell voted in favor of the motion.

At 10:59 AM the October 8, 2019 regular meeting of the Truckee Tahoe Airport Community Advisory Committee adjourned.