



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: Board and Staff Committee Assignments and Ad Hoc Committee Updates

MEETING DATE: January 26, 2022

PREPARED BY: Kevin Smith, General Manager

1. Mountain Housing Council (MHC) 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.

2. Truckee Tahoe Workforce Housing Joint Powers Authority (TTWHA) Update – Kevin Smith.

The last TTWHA meeting was on Wednesday January 19, 2022. For a brief review of the activities of the JPA, I have included the monthly JPA Executive Director's report which outlines current programs and activities of the JPA. We continue to explore options with the Forest Service for housing on federal property. There may be an opportunity with this property. The JPA is working through various details and considerations with the Town of Truckee and Forest Service to see if there is merit to this project. We have taken some additional steps on the creation of a down payment assistance program. Staff will be working with the JPA over the next month to better understand how this program may function. Staff is still exploring partnering with Mike Sahlmen of Westface Partners about the possibility of constructing workforce housing next to our long-term parking lot for District employees. A conceptual budget and layout plan has been provided but too costly to be feasible as a housing solution. The District is not expending any funds to explore this concept. We are working on a second proposal to see if a concept will work for our employees. Please let me know if you have any question on these items.

3. Revenue and Cost Allocation Study Ad Hoc Committee – Directors Diamond and Hetherington.

The final Draft of the Allocation Study was completed on December 22nd and provided to the Board. The Board and Staff met in a work session on January 5, 2022 to review this draft.

Various comments and direction were provided to staff and the Ad Hoc Committee. The Ad Hoc Committee is in the final stages of finalizing the Allocation Study along with a response to many of the questions posed at the Jan. 5th workshop. The final memo and Study will be provided to the Board within the next two weeks. This will likely be the last deliverable from the Ad Hoc Committee on this project.

4. Airport Master Plan Ad Hoc Committee Report – Directors Hetherington and Stephens

The Ad Hoc Committee and staff are in process of reviewing the final draft of the Master Plan Scope of work and are working with Mead & Hunt to finalize the agreement and timeline. Work has already begun starting with data collection. We are proposing virtual workshops in March/April of 2022 with the goal of first submitting the 3rd Runway Feasibility document to the FAA by late Spring. The proposed scope will be bifurcated into two phases. After all the early phase documents which primarily consist of the 3rd Runway feasibility Report, are completed and reviewed and guidance is received from Board, Public and FAA, we will move on to the second Phase. This phase considers other items such as:

- Airport Layout Plan Review
- Land use
- Facility Requirements
- Alternatives Analysis
- Financial Feasibility
- Additional Noise Assessments
- Sustainability
- Implementation

Public review and comment will be part of all Phases and master plan documents. Staff and the Ad Hoc Committee will provide the final Scope of Work, Agreement and Fee for the Master Plan to the Board as soon as it is finalized. We have included the final draft of the Scope which the Ad Hoc Committee and staff are currently in process of finalizing with Mead & Hunt. Board member comments on this draft scope are welcome.

5. Climate Transformation Alliance (CTA) formerly the Carbon Zero Truckee Tahoe Alliance -

Director Rohlf - CTA Board Representative from TTAD

The District continues to work with the Town of Truckee and the Truckee Donner PUD to create this new GHG reduction group. We are working with the Sierra Business Council and the Tahoe Truckee Community Foundation to finalize formation and agreements for this group. We recently completed the MOU between our 3 agencies which was provided to the Board at the December 1, 2021 meeting. We are now finalizing the funding management agreement between TTCF, TTAD, TDPUD, and the Town designating TTCF as our Fiscal Agent. A copy of this agreement has been provided for your review. As work on this project continues, we will provide additional updates.

6. ACT Attendance by Board of Directors

This is a standing agenda item to discuss Board interest and coordination in attending the next Airport Community Team Meetings. Meetings are every 2nd Wednesday of every month from 6:00 PM to 7:30 PM. The next two ACT meetings are as follows:

February 9, 2022 – Topic: Aircraft Fleet that regularly use the Truckee Tahoe Airport. This was a request by a few ACT members. We will have a discussion and provide information on the type of aircraft the typically use the Truckee Tahoe Airport. We will cover noise signatures, operating performance information, type of fuel they use, climb performance during different times of the year. We will also discuss airport planning and design characteristics that influence they size, type, frequency of aircraft that use our airport.

March 9, 2022 – Airport Master Plan Update Project Part II. We will take a more in-depth dive at the 3rd Runway Option and flight procedures as well as the other development alternatives we will be studying and reviewing as part of our planning effort and development alternatives for the Master Plan Update.

ATTACHMENTS:

Item 3 – Housing JPA Executive Director’s Report

Item 4 – Proposed Master Plan Scope of Work - DRAFT

Item 5 – Memorandum of Understanding – Climate Transformation Alliance - TTCF Fiscal Agent Agreement.