



# General Manager's Report

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## Item 1 – Upcoming Training/Conference Opportunities

There are many great conference and training opportunities in 2022. As you can see from the list below, there are various in-person conference opportunities coming up this year. Some upcoming training opportunities include the following:

- Airport Planning, Design, and Construction Symposium – Nashville TN, March 1-3, 2022
- CSDA Special District Leadership Academy – San Diego CA – April 3, 2022
- AAAE Annual Conference and Exposition – Seattle WA – June 5-8, 2022
- CSDA Annual Conference – Palm Desert CA – August 22, 2022

## Item 2 – ACT Update

Our Airport Community Team meeting was held on February 9, 2022. We had 9 ACT members attend along a few staff members along with Director Rohlf. A briefing of the meeting as well as a recording is available at [truckee-tahoeairport.com/administration/act](http://truckee-tahoeairport.com/administration/act). The theme of the meeting was the Aircraft Fleet that regularly use the Truckee Tahoe Airport along with the factors that affect the size of aircraft that can use our airport. We also discussed Airport Design Code and other planning metrics that influence the size of an airport. I really enjoyed the meeting and the conversation we had with those in attendance. We are still encouraging people to sign up as a member of ACT. We hope to start utilizing membership base with polls and to be able to provide them advanced information on items of interest to ACT. Please see the attached report for a full review of the meeting.

Topics for the next two meetings are as follows:

March 9, 2022 – Airport Master Plan Update Project Part II. We will take a more in-depth dive at the 3<sup>rd</sup> 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.

Due to the importance and significance of the Master Plan Project, we will also use our April meeting to cover important new developments. I plan to speak with our ACT team on potential

master plan topics of interest. We are also programming in our Pilot Group, CLUP, as well as GHG topics for later this spring. I am always open to other topic ideas or items of interest to cover in ACT from the Board, Staff, and public.

### **Item 3 – Communications Master Plan Update**

This project is progressing nicely. We will have a report and presentation ready for Board review at the April 27, 2022 Board Meeting. Staff continues to work with Aviatrix, the District's communications and public relations consultant to finalize this plan as well as Quarterly Outreach Calendar and Communications Mix.

### **Item 4 – Proposal for a Local Jet A Fuel Discount.**

Staff has been working with our AVFuel Regional Manager David Mittleman on a local's discount through our current AVFuel District Contract Fuel program. The goals of our Jet A discount program are to:

- To keep flying affordable for local airport district constituents.
- Reduce repositioning of aircraft and repetitive operations by locally based aircraft in search of fuel priced below the current offering at KTRK. This reduces community annoyance.
- Reduce the "tankering" of fuel where aircraft purchase fuel at a lower price and then fly laden with fuel into and out of KTRK. This practice adds weight to the aircraft, reduces performance and is not optimal for rate of climb, maneuverability, or approach speed. This enhances safety.

Staff would like to institute a \$1.38 discount (50% of retail) off our current retail \$2.75 "in to wing" margin for locally based tenants only. This discount is already permitted at the General Managers discretion per our current fee schedule. This would provide a noticeable discount to our based tenants at or better than the previous CAA discounts. By providing this through AVFuel Contract fuel, the District also does not pay credit card processing fees which is currently .15 per gallon. The Tenant also does not pay sales tax. All Fuel taxes supporting the airport and national aviation system are still charged. There is also less staff time processing Contract Fuel purchases. After Tail numbers are entered into the system all discounts are automated. There are less than 20 local tenant aircraft that would be part of this program. All local aircraft using Jet A fuel will be eligible for this discount. There is no cost or long-term commitment for tenants to join AVFuel's Contract Fuel program.

### **Item 5 – Biomass Project Update**

At the August 10, 2021, Board of Directors meeting the Board approved a partnership with the Town of Truckee and the Truckee Fire Protection District to complete a scoping study evaluating the potential for using biomass from defensible space and forest fuels management activities to produce heat and/or power for a cluster of facilities near the Truckee Tahoe Airport. The initial scoping study per its defined scope, identified 4 options that deserve a closer

look. The Town of Truckee, the TFPD and TTAD Staff feel it would be prudent to have our consultant take a deeper dive into the feasibility of 4 options. These include:

1. Disposal – Air Curtain Burner with Biochar
2. Biomass Power – Gasifier with Biochar
3. Biomass Heat – Combined Heat and Power (CHP)
4. Biomass Heat – Combined Heat and Biochar (CHAB)

The District's portion of the original Study was \$6,400. The overall contract was \$19,200 shared by the 3 agencies. Jen Calloway (Town of Truckee), Bill Seline (TFPD) and myself would like to have David Featherman of Wildephor, our consultant, on this project take a deeper look at the feasibility of these 4 options. Our cost to complete this work is \$3,600. As this expense is within the General Manager's authority to authorize, I plan to proceed with the Town and TFPD unless there is an objection from the Board. Once we have this last piece of data from these 4 options, a full presentation will be made to the Board of Directors as the feasibility of implementation of one of these options. More information along with completed analysis and work can be provided. If the Board desires, Mr. Featherman can make a presentation at a future meeting regarding this request. We currently have \$75,000 in the 2022 Budget for GHG projects. To date we have expended \$6,400 on the first phase of this study.

#### **Item 6 – Upcoming Board Meeting Schedule**

Board Meeting dates are as follows:

- March 23, 2022
- April 27, 2022

#### **Item 7 – Review of District Goals**

Staff will review future goals with the Board.

#### **Attachments to GM Report**

Item 2 – ACT Meeting Briefing

Item 5 – Wildephor Proposal