



TRUCKEE TAHOE AIRPORT DISTRICT GENERAL MANAGER REPORT

AGENDA TITLE: General Manager Monthly Update

MEETING DATE: March 22, 2023

PREPARED BY: Robb Etnyre, General Manager

Item 1. Truckee Tahoe Airport District Mission & 2023 Budget Priorities:

*The Truckee Tahoe Airport aims to provide **safe, high-quality services and facilities, reduce impact on our airport neighbors and the environment, and invest in opportunities that increase community safety and provide sustained benefit to the entire Truckee Tahoe region.***

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| <ul style="list-style-type: none"> • Develop Reserve Policy & Strategy • New Strategic Plan • Prioritize Future Airport Development Plans • Invest in employee housing • New Landing Fee • Master Fee Schedule Market Rates Truckee Way | <ul style="list-style-type: none"> • Update Board Policy Instructions • Transition to GoCivix Customer and Facility Management Software System • Runway 2/20 Runway Reconstruction • Fuel Farm Pump Upgrades • Hangar turnover & availability • New flight procedures development • Master Plan & Airport Layout Plan Update • Air traffic control tower siting study & BIL grant program opportunities |
| <ul style="list-style-type: none"> • Jet A Sustainable Aviation Fuel (SAF) allocation increase to 75% • Continue to explore Bio Energy Facility with community partners • Founding member Climate Transformation Alliance • Continued priority of land management and fire prevention on TTAD property • Shift to closed loop and local supply chain as much as possible | <ul style="list-style-type: none"> • Home basing program integrated into updated Fly Quiet Programs • Review TTAD vacant land opportunities for community benefit • Develop community benefit policy instruction • Focus on community program support |

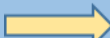
Item 2. Strategic Plan Workshop(s)

AGNEW::BECK has been engaged to conduct a series of board workshops to develop a new Truckee Tahoe Airport District Strategic Plan. Initial workshops dates:

February 8, 2023 | **March 22, 2023** | **April 27, 2023**

Items 3. Truckee Tahoe Airport District Major Projects, near-, mid-, and long-term priorities.

| Project / Initiative | Short-Term 3-6 months | Mid-Term 6-12 months | Long-Term 1-3 years |
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| Airport Master Plan Update | <u>Phase 1</u> Runway Alternatives: February 22, 2023 March 22, 2023, Additional Scop 1. Summer Period 2. Updated Forecast | <u>Phase 2</u> TBD | |
| Communication Plan & Website Review | Updated Communications Plan - 90% complete. New TTAD FBO Focused Microsite May '23 Delivery | Implementation | |
| Hangar Policy Update |  | Review & Integrate with new CRM system | |
| Flight Procedures | Flight Validation Conducted September 2022  | 8 Procedures being evaluated | |
| Landing Fee Ramp Fee | August 2022 Board Approved October 1, 2022, Implementation | Review Market Rates / TTAD Cost Associated with Landing Fee | |
| Annual Budget Process | '23 TTAD Budget Approved Review of Capital Projects & Reserve Policy (1 st QTR '23) | Annual Report Audit Report | |

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| Strategic Plan Update |  AGNEW::BECK Engaged | Workshops Underway | |
| Local District / Employee Housing & Land Use Review |  | Work with Housing JPA to help fund various options. | |
| Customer Relationship Management (CRM) Software | Approval and Implementation of the GoCivix program | Implementation | |
| Runway 2/20 Design | Design completed and approved by FAA | | |
| Runway 2/20 Reconstruction | Construction RFP Issued 2/17/2023 | Reconstruction Bid Award & Potential FAA Funding 1 st QTR 2023 ~12 Week Project May – Oct '23 | Fall Back Construction Date if FAA Funding Delay May – Oct '24 |
| Annual AIP Review | October 2022 Complete | | |
| Board Policy Instruction Review/Update | June – November 2022  | November '22 – March '23 Ongoing | Review PIs every 5 years |
| Primary Management Compliance Documents (PCMD) Review / Update | 2 nd or 3 rd Quarter 2023 after Strategic Plan Completion | | |
| Climate Transformation Alliance (CTA) | Formation / Quarterly Meetings Joint Member Grant Application March 22, 2023 | Project Development -Review TTAD Community Sponsorship Funding of CTA Accelerator Projects | Project Implementation |
| Bioenergy Initiative | Town of Truckee Scoping Study Estimated 2 nd QTR '23 | Project Development | Project Implementation |
| RFQ/SOQ Master Service Agreements | RFQ November 2022 | | |

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| - Airport Engineer - Planning General Engineering | -Airport Engineer & General Engineering Awarded 1/2023 | | |
| Sustainable Aviation Fuel (SAF) Jet A | Moved from 10% to 25% SAF in 2022 | 50% SAF January '23 75% SAF July '23 | 100% SAF 2024 |
| 100LL Fuel Transition to G100UL | | | When supply chain is available |
| TTAD – TTSA ~40 Acre Land Exchange | FAA / Legal Review Feb '23 | | |
| Waddle Ranch Land Management | CalFire Grant Application Feb '23 | | |

Winter Weather Impacts – Updated at Board Meeting

- Hangar Row(s) Structure Damage
- Insurance Claims
- Long Term Mitigation Development
- Replacement Reserve
- Snow Storage
- Equipment

2023 Truckee Tahoe Airport Airshow & Family STEAM Festival

- June 24, 2023
- Organizational structure
- Program of activities
- New engagement tools

ATTACHMENTS

- Operations and Comment Report
- Financial Report and Statements