



TRUCKEE TAHOE AIRPORT DISTRICT GENERAL MANAGER REPORT

AGENDA TITLE: General Manager Monthly Update
MEETING DATE: April 26, 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.***


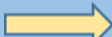

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| <ul style="list-style-type: none"> • Develop Reserve Policy & Strategy • New Strategic Plan • Prioritize Future Airport Development Plans • Invest in employee housing • New Landing Fee • Master Fee Schedule Market Rates • Truckee Way | <ul style="list-style-type: 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)

Workshop #1 and #2 have been completed. Updated draft documents are now being reviewed with TTAD staff getting ready for Workshop #3 on May 23, 2023. The GM will meet with individual board directors and TTAD staff the week of May 1-5 to review updated strategic plan goals based on board guidance from workshops #1 & #2.

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: Board approved moving forward with Alternative #1 (RW16/34) and submitting an updated Airport Layout Plan to the FAA. | <u>Phase 2</u> TBD | |
| Communication Plan & Website Review | Updated Communications Plan – final adjustments. New TTAD FBO Focused Microsite April 25, 2023 | Implementation | |
| Hangar Policy Update | 1. Addressing Winter 22/23 Damage & Repair 2. Developing Hangar Revitalization program 3. CRM Integration | Implement Hangar Revitalization Program  | |
| Flight Procedures | 1. Flight Validation Conducted 9-2022 2. Final scoping of recommended procedures with Flight Tech | | |

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| 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 | |
| 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 (PMCD) Review / Update | 2 nd or 3 rd Quarter 2023 after Strategic Plan Completion | | |

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| 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 - Airport Engineer - Planning - General Engineering | RFQ November 2022 -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 June '23 | 100% SAF 2024 |
| 100LL Fuel Transition to G100UL | | | When supply chain is available |
| TTAD – TTSA ~40 Acre Land Exchange | FAA Section 163 Determination: March 28, 2023 | | |
| Waddle Ranch Land Management | CalFire Grant Application Feb '23 | | |
| Fly Quiet / Home Basing / Safety | | Developing combined policy for local and transient flight operations | January 1, 2024, Implementation |
| Part 13 Complaint – Skydive Truckee Tahoe | Developing response to FAA findings | | |
| Part 13 Complaint – Truckee Tahoe Soaring Association | Developing response to FAA notification | | |

2023 Truckee Tahoe Airport Airshow & Family STEAM Festival

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

ATTACHMENTS

- Quarterly Reports
- Financial Report and Statements
- Truckee Micro transit letter of support
- Keep Truckee Moving letter of support
- BBK conflict of interest statement for the Truckee Tahoe Workforce Housing Agency