



TRUCKEE TAHOE AIRPORT DISTRICT GENERAL MANAGER REPORT

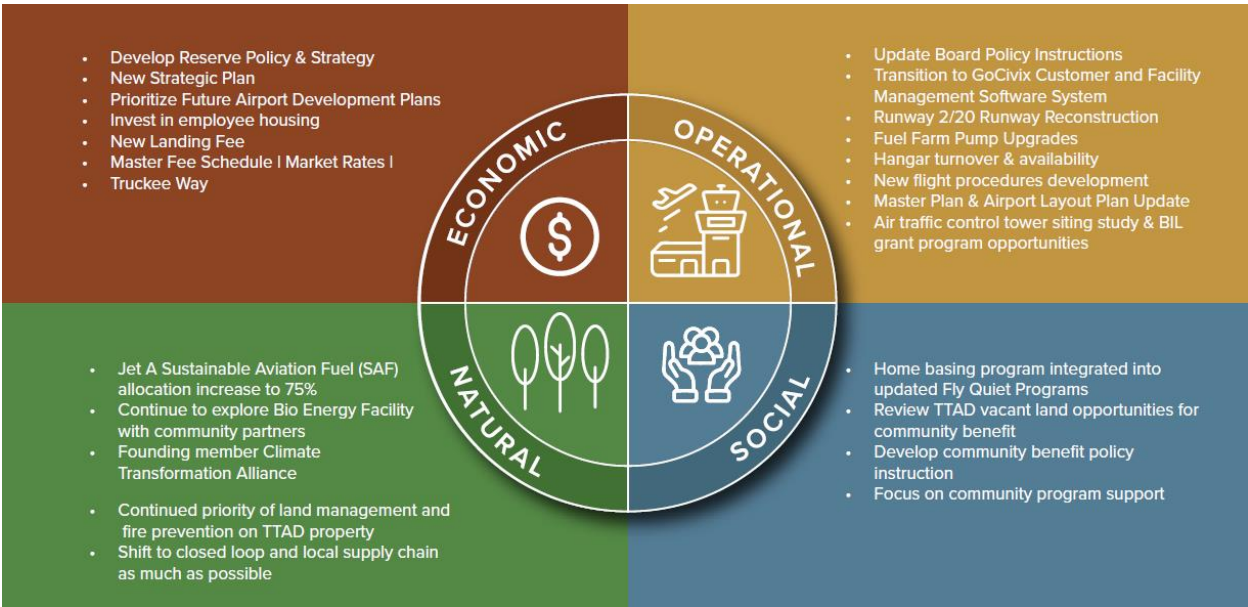
AGENDA TITLE: General Manager Monthly Update

MEETING DATE: June 28, 2023

PREPARED BY: Robb Etnyre, General Manager

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

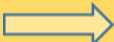
*The Truckee Tahoe Airport aims to provide **safe, high-quality services and facilities, reduce impact on our airport neighbors and the environment, and invest in opportunities that increase community safety and provide sustained benefit to the entire Truckee Tahoe region.***



Item 2. Strategic Plan Workshop(s)

Workshop #1, #2, and #3 have been completed. Based on those workshops, a final draft strategic plan and associated organizational priority goals are being finalized for presentation at the July 26, 2023 regular board meeting.

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
Airport Master Plan Update	<p><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. (Pending final documentation development for submission) Expect July/August 2023</p>	<p><u>Phase 2</u> TBD</p>	
Communication Plan & Website Review	<p>Updated Communications Plan – final adjustments based on final strategic plan.</p> <p>New TTAD FBO Focused Microsite – final revisions underway with an anticipated full launch July 2023</p>	Implementation	
Hangar Policy Update	<p>1. Addressing Winter 22/23 Damage & Repair 2. Developing Hangar Revitalization program – Concept</p>	<p>Implement Hangar Revitalization Program starting January 1, 2024</p> <p style="text-align: center;"></p>	

	brief at 5/24/2023 & 6/28/2023 board meeting. 3. CRM Integration/outreach to tenants – July 2023		
Flight Procedures	1. Flight Validation Conducted 9-2022 2. Final scoping of recommended procedures with Flight Tech 3. Board review update at the August 2023 board meeting.		
Landing Fee Ramp Fee	August 2022 Board Approved October 1, 2022, Implementation	Review Market Rates / TTAD Cost Associated with Landing Fee (Fall 2023)	
Annual Budget Process	'23 TTAD Budget Approved Review of Capital Projects & Reserve Policy (2-3 st QTR '23)	Annual Report Audit Report	
Strategic Plan Update	AGNEW::BECK Final draft presentation July 2023	Implementation 	
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 Civix program – Go Live 7/2023	Implementation	
Runway 2/20 Design	Design completed and approved by FAA		

Runway 2/20 Reconstruction	Construction RFP Issued 2/17/2023. FAA AIP Grant Award June 2023 TTAD Contract Award 6/28/2023 Reconstruction Scheduled to start 7/24/2023 – 12-14 weeks		
Annual AIP Review	July 2023		
Board Policy Instruction Review/Update	June – November 2022 	November '22 – June '23 Ongoing	Review PIs every 5 years
Primary Management Compliance Documents (PMCD) Review / Update	3 rd Quarter 2023 after Strategic Plan Completion		
Climate Transformation Alliance (CTA)	Formation / Quarterly Meetings Joint Member Grant Application March 22, 2023 – Non Selection, looking for additional grants	Project Development	Project Implementation
Bioenergy Initiative	Town of Truckee Scoping Study Estimated 3 rd 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 - No award for planning, extended Phase I Master Plan work with Mead & Hunt.		
Sustainable Aviation Fuel (SAF)	Moved from 10% to 25% SAF in 2022	50% SAF Jan-May '23 75% Jun-Dec '23	100% SAF Goal for 2024

100LL Fuel Transition to G100UL			100% Transition when supply chain is available
TTAD – T-TSA ~40 Acre Land Exchange	FAA Section 163 Determination: March 28, 2023	<ul style="list-style-type: none"> - May 2023 – Town of Truckee Update on General Plan - June 2023 Board Review T-TSA Surplus land & Land Exchange Agreement for Action 	
Waddle Ranch Land Management	CalFire Grant Application Feb '23 (May '23 – Not Selected)		
Fly Quiet / Home Basing / Safety		Developing combined policy for local, transient flight operations & Safety	January 1, 2024, Incentive Implementation
Part 13 Complaint – Skydive Truckee Tahoe	Response submitted to FAA June 19, 2023 <ul style="list-style-type: none"> - STT Declined temporary accommodation to operate 2023 		
Part 13 Complaint – Truckee Tahoe Soaring Association	Response submitted to FAA June 19, 2023 <ul style="list-style-type: none"> - TTSA accepted temporary accommodation to operate 2023 - However, due to runway 2/20 reconstruction now funded, their lease terminates 7/23/2023 		

Item 4. Short- & Long-Term Parking Changes

- Additional direct engagement with current & expiring parking passholders planned for June 2023
- 142 parking spaces, new rates in effect 1/1/2023 – 2023 Calendar Year Only Renewals to address the follow.
 - Planned full parking lot maintenance June 2024 (no parking available that month)
 - Pavement placed in service 2005 with limited maintenance conducted to date.
 - Tentative reconstruction date 2035 will hopefully be extended with additional maintenance in 2024.
 - Current revenue shortfall and ~52% (2022) annual cost recovery being addressed with rates and additional operating efficiencies.
 - 3rd Party online parking reservation and payment system planned to launch July 2023.
 - Rates may be addressed again with this new reservation / payment system to best accommodate use, cost recovery, and daily/weekly/monthly parking flexibility to address short-term demand more than long-term demand/cost.
 - Long term parking lot is Non-Aeronautical property, 2023 pricing will reflect current fully loaded cost to eliminate tax revenue subsidy of parking. It is anticipated pricing will eventually be reduced with an online payment/reservation system along with operating efficiencies in 2023.

ATTACHMENTS

- AvCom Reports
- Financial Report and Statements
- Federal Registry – Civil Aviation Noise Policy