



TRUCKEE TAHOE AIRPORT DISTRICT GENERAL MANAGER REPORT

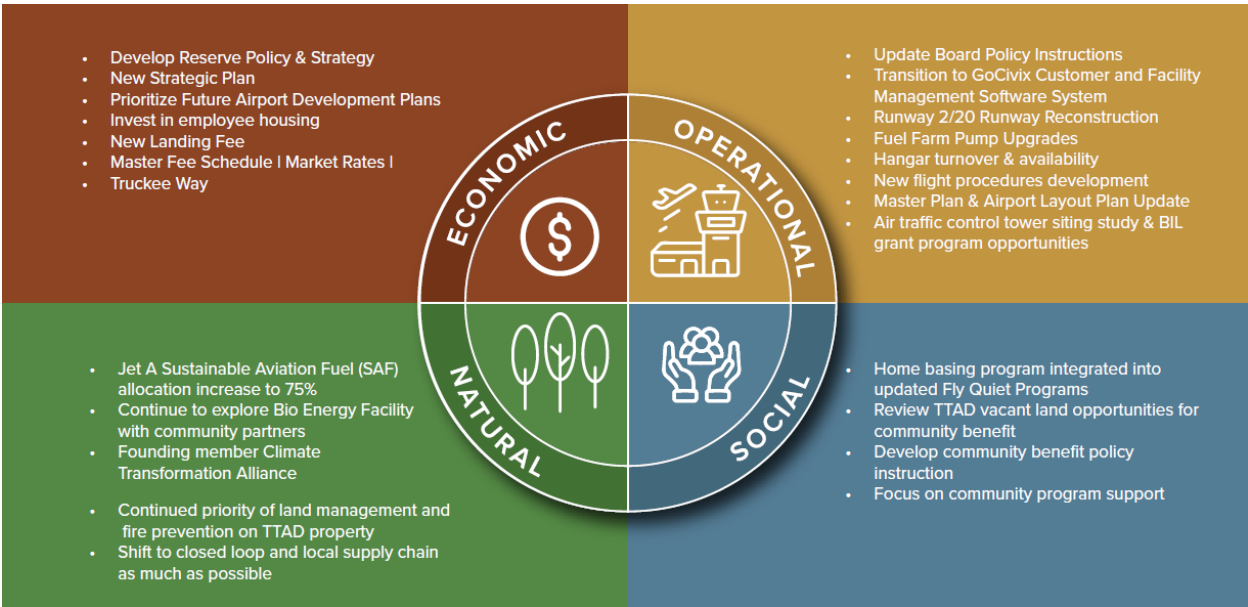
AGENDA TITLE: General Manager’s Monthly Update

MEETING DATE: August 23, 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



The final draft of the Truckee Tahoe Airport District Strategic Plan and Priorities is being presented at this August 23, 2023, Regular Board Meeting for approval and adoption. This final draft represents recommendations and edits from the July board meeting.

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

This section of the General Manager’s Update will be replaced going forward with an approval Strategic Plan Work Plan: Timeline with Roles and Responsibilities.

Project / Initiative	Short-Term 3-6 months	Mid-Term 6-12 months	Long-Term 1-3 years
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. (Pending final documentation development for submission) Expect September 2023	<u>Phase 2</u> TBD	
Communication Plan & Website Review	Updated Communications Plan – final adjustments based on final strategic plan. New TTAD Pilot Focused Microsite – final revisions underway with an anticipated full launch July 2023	Implementation	
Hangar Policy Update	1. Addressing Winter 22/23 Damage & Repair – Pending		

	<p>structural evaluation, temporary shoring, and contractor repair bids.</p> <p>2. Developing Hangar Revitalization program – Concept brief at 5/24/2023 & 6/28/2023 board meeting. Pending FPPC feedback and community meetings.</p> <p>3. CRM Integration/outreach to tenants – July-September 2023.</p>	<p>Implement Hangar Revitalization Program starting January 1, 2024</p> <p></p>	
Flight Procedures	<p>1. Flight Validation Conducted 9-2022</p> <p>2. Final scoping of recommended procedures with Flight Tech</p> <p>3. Board review update at the October 2023 board meeting.</p>		
Landing Fee Ramp Fee	<p>August 2022 Board Approved October 1, 2022, Implementation</p>	<p>Review Market Rates / TTAD Cost Associated with Landing Fee (Fall 2023)</p>	
Annual Budget Process	<p>'23 TTAD Budget Approved</p> <p>Review of Capital Projects & Reserve Policy (2-3st QTR '23)</p>	<p>Annual Report Audit Report</p>	
Strategic Plan Update	<p>AGNEW::BECK</p>	<p>Implementation</p> <p></p>	

	Final draft presentation August 2023		
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 Notice to Proceed issued 7/21/2023. 70 days of Reconstruction Scheduled and Runway 2/20 Closure schedule 7/24/2023 thru October 31, 2023		
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	Project Development	Project Implementation

	22, 2023 – Non-Selection, looking for additional grants		
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	- May 2023 – Town of Truckee Update on General Plan - June 28, 2023, Board Approved Land Exchange Agreement - August 23, 2023, TTAD Board Resolution for CA Land Surplus Act Exemption	
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

<p>Part 13 Complaint – Skydive Truckee Tahoe</p>	<p>Response submitted to FAA June 19, 2023</p> <ul style="list-style-type: none"> - STT Declined temporary accommodation to operate 2023 		
<p>Part 13 Complaint – Truckee Tahoe Soaring Association</p>	<p>Response submitted to FAA June 19, 2023</p> <ul style="list-style-type: none"> - TTSA accepted temporary accommodation to operate for the first half of summer 2023. - However, due to runway 2/20 reconstruction TTSA’s lease terminated 7/23/2023. 		

Item 4. Short- & Long-Term Parking Changes

Truckee Tahoe Airport District is launching a new [ParkMobile](#) app-based parking program with different zones and rates for overnight and monthly vehicle parking at KTRK.

- Day use parking remains free. The program will be launched on Monday, August 21, 2023.
- ParkMobile is a mobile app that will help people easily find and pay for parking at our airport. ParkMobile is available on both iPhone and Android devices.
- For our existing long term vehicle parking customers there will be a 30-day grace period from 8/21/2023 or thereafter as exiting parking passes expire, to either make plans for your vehicle to remain on airport property under the new program or find an alternate parking option.
- Look for these parking zone signs:
 - o Zone 83501 - Terminal Lot - \$25.00 Daily/Overnight
 - o Zone 83502 - Long Term Lot - \$15.00 Daily (up to 2 weeks)
 - o Zone 83503 - Long Term Lot - \$150.00 Monthly



Item 5. Regional Transit & Transit Support from TTAD

Past agreements with the Town of Truckee and Placer County for financial support of various Tahoe Area Regional Transit (TART) services have expired. New agreements are being discussed and will be presented to the board at the September 2023 meeting for consideration. Past funding is reflected below as an agency partnership. Future agreement focus is on funding suitability with TTAD authority, modern transit services meeting demand, carbon reduction, and agency partnership as accelerator of initiatives not ongoing subsidy.

- Town of Truckee: FY22/23 TTAD Contribution to Truckee TART \$95,708.60
 - Fall Night Service: \$68,120
 - Spring night service: \$27,588.60
- Placer County: FY22/23 TTAD Contribution to Placer County TART \$177,975.50
 - Free Fares \$115,615.50
 - Hwy 267 Route \$62,360
- **Total TTAD Annual Contribution to TART Programs:** **\$273,684.10**
- Other transportation programs:
 - Community Events Shuttle \$40,000
 - North Lake Tahoe – Reno Airport Express \$3,500 – TTAD expected to discontinue subsidy and allow users to fund cost of transit service.
 - Truckee-North Tahoe Transportation Management Association (TNT/TMA) Membership \$ 750.00
 - TNT/TMA Winter Resort Parking Program – Discontinued due to minimal impact, utilization, and cost to TTAD.

Item 6. Federal Aviation Administration

The Federal Aviation Administration will be conducting a land use site inspection at KTRK on August 23 & 24, 2023. This is a review of KTRK land use, contracts, agreements, and easements.

ATTACHMENTS

- Aviation and Communication Reports
- Financial Report and Statements