



General Manager's Report

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Item 1 – Upcoming Training Opportunities

- AAAE General Aviation Issues and Security Conference, July 13-15, 2014 – Pittsburgh , PA
- AOPA Fly-In, Sept. 20, 2014, Chino, CA (This is a series of 5 events across the county which has replaced the previous annual AOPA Summit. Our local event is in Chino, CA)
- CSDA Annual Convention, Sept. 29 – Oct. 2, 2014 – Palm Springs, CA
- NBAA Annual Convention, Oct. 21-23, 2014 – Orlando, FL
- Annual Aviation Issues Conference, Jan. 11-15, 2015, Kohala Coast, HI

Item 2 – Ad Hoc Committee Meetings Update

Master Plan Ad Hoc Committee (Directors Hetherington and Morrison)

- The full draft document is available for public review on the Master Plan website. www.ttadmasterplan.org.
- Public Comment Review Period to begin on June 4th to July 14th.
- Staff to create Master Plan Booth for Air Show.
- Staff will continue the Outreach Plan for Public Comment period.
- Public Comments will be reviewed at the July 23, 2014 Board Meeting.
- Final Draft is anticipated for “Acceptance” by the Board of Directors at the August 27, 2014 Meeting.

Land Leasing Ad Hoc Committee (Directors Jones and Van Berkem)

- Clear Capital has submitted a Development Fund Application to the Town of Truckee under the Town’s Economic Program Incentive Initiative.
- Town of Truckee is reviewing proposal and will make findings by the end of the month.
- There have been some preliminary conversations between the Town and the Airport regarding the application. Staff will update at the Board Meeting

Hangar 3 Ad Hoc Committee (Directors Hetherington and Morrison)

- Committee met on June 16th to review RFQs. The District received 8 submittals.
- The Ad Hoc Committee will provide a report and update at the June 25th Board Meeting.

Benefits Review Ad Hoc Committee (Directors Jones and Van Berkem)

- Staff is waiting for a quote from SDRMA and then will schedule a meeting with the Ad Hoc Committee.

Item 3 – Upcoming Board Meeting and Workshops Dates

The following dates are proposed for future Board Meetings and Workshops

- Budget Workshop - Sept. 3, 2014 from 3:00 to 5:00 PM
- Board Meeting - October 29, 2014 in lieu of October 22nd. Change is necessitated due to staff and Board attendance at NBAA.

- Nov/Dec Board Meeting – Confirmed for Dec. 3, 2014
- Holiday Party – Confirmed for Dec. 6, 2014.
- Staff is looking at a few dates in January for our annual Board of Directors/Senior Staff Retreat.

Item 4 – Green Bucks Program

This item was discussed at the May Board Meeting. Board consensus was to implement the program pending details and a thorough program review by Staff. Staff is still working on the details of this program and researching how this program can be processed through our point of sale. Staff and legal counsel have not completed their review of the Contract. We anticipate having this item ready for discussion and action at the July 23, 2014 Board Meeting.

Item 5 – Quarterly Operating Revenue Results Update

Staff is working on an update to the Quarterly Operating Revenue Results Report. Staff provides this to the Board on a quarterly basis. Due to some staffing changes we did not present the Q1 report in April. Staff will provide the Q2 report on time in July along with the Q1 report for reference purposes.

We are also reviewing how we present the information. We currently provide the current Quarter along with the prior year's same Quarter for comparison purposes. We're not sure this gives an accurate picture of performance. We will discuss this briefly to better understand what information the Board would like to see. I have attached Q1 2014 to assist in our discussion of report formatting.

Item 6 – Master Plan Public Comment Period Update

Staff will provide a brief update on outreach and progress on the draft Master Plan. The Public Comment period runs from June 4, 2014 to July 14, 2014. A full report on Public Comment will be provided at the July 23, 2014 Board Meeting.

Item 7 – Pavement Project Update

Staff will give a brief update on progress on the Apron Pavement project.

Item 8 – Non-Aeronautical Hangar Leasing Update and T-Hangar and Executive Hangar Waiting List

T-Hangars: Current vacancy is down from our all-time high of 23 to 6, however not all our T-Hangars are revenue producing. We have currently leased 8 hangars for non-aeronautical vehicle/RV storage and have 2 people on a waiting list. Two hangars are used for non-profit storage and two for TTAD equipment and storage. We currently have 6 vacancies, 2 of which are in need of roof repairs before they can be leased. Staff also keeps 1 hangar available for overnight rentals.

Executive Hangars: The current waiting list is at 23. Staff's estimation is that there are 6 to 10 individuals that would accept a hangar immediately if available. The first 6 individuals on the list are regular customers flying aircraft that come on a regular basis. As soon as the Master Plan public comment is received and reviewed and the Master Plan is finalized, staff recommends a feasibility study to explore the option of 6 additional executive hangars. The draft Master Plan proposes a feasibility Study in FY2015.

We have attached a summary sheet that shows the status of each of our hangars for your review.

Item 9 – New Quarterly Project Tracking List Update

I am currently in the process of updating and revising my Project Tracking List. As discussed at the last meeting, I will provide a new reformatted list on a quarterly basis. The first review of this list will be at the July 2014 Board Meeting. I will update the list at least quarterly and on the same schedule as the GM Quarterly Performance Reviews. The next GM Reviews are July and October.

It is my intention to solicit Board input on the format of the list and information provided at the July Meeting. I will then update the list accordingly to maximize utility for both myself and the Board of Directors to assure the list is relevant and useful long term.

Truckee Tahoe Airport District
Quarterly Operating Results Comparison
January through March 2014 and 2013

	January - March 2014	January - March 2013
Total Aircraft (See Note A)	1,956	2,148
Aircraft Weighing > 12.5K Pounds	206	221
100 LL - Sales Events	473	561
100 LL - Gallons	13,830	17,089
Average Uplift	29	30
100LL – Revenues	\$ 76,009	\$ 93,883
100LL – Net Revenues	\$ 12,435	\$ 14,540
Gross Margin per gallon - 100LL	\$ 0.90	\$ 0.85
JET A - Sales Events	309	275
JET A - Gallons	59,987	51,914
Average Uplift	194	189
JET A - Revenues	\$ 330,078	\$ 309,675
JET A – Net Revenues	\$ 127,945	\$ 121,195
Gross Margin per gallon - Jet A	\$ 2.13	\$ 2.33
Transient Use Fees - Qty (incl discounted)	372	542
Transient Use Fee Revenues	\$ 39,828	\$ 72,978
Average TUF	\$ 107	\$ 135
Number of Discounted TUFs	190	165
Discounted (Foregone)TUF Revenues	\$ 26,500	\$ 25,700
Nightly Tiedowns - Qty	357	389
Tiedown Revenues - nightly	\$ 5,792	\$ 6,960
Tiedown Revenues - longer term	\$ 16,815	\$ 10,886
Overnight Hangar Revenues	\$ 3,560	\$ 9,875
Auto Parking Revenues	\$ 11,209	\$ 11,713
Other FBO Revenues	\$ 8,454	\$ 4,523
100LL Fueling Detail:		
Waived Truck Roll Events	75	80
Number of Truck Roll Fees charged (See Note B)	0	3
Number of Self-serve transactions	398	478
Total FBO Revenues	\$ 491,745	\$ 520,493
Total FBO Net Revenues	\$ 222,783	\$ 256,207
Total Net Revenue/Aircraft	113.90	119.30
Net Revenue/Aircraft > 12.5K Pounds	1,081.47	1,159.31

Note A> "Aircraft" signifies aircraft visits and is derived by taking one-half of the number of operations as reported by the Operations Report. It does not include glider activity.

Note B> Effective May 2013, a truck roll fee is no longer charged, instead a minimum purchase of 10 gallons is required.

EXECUTIVE / BOX HANGARS

Total number of hangars:	<u>22</u>	
Aeronautical use rentals / long term:	19	
Reserved for Nightly Rental:	1	(A-9)
Commercial Business:	1	(Hangar 1 -Sierra Aero)
Non Aeronautical rentals:	0	
Non Profit Storage:	0	
TTAD Storage:	1	(Hangar 2, vehicles, man lift)
Currently Empty / Available:	0	
Currently Empty / Due to repairs:	0	

Number of people on the waiting list

New Executive Hangar Waitlist:	14	
Executive Transfer/Sharing Waitlist:	9	(6 transfers/upgrades, 3 currently sharing and waiting for available executive hangar space)

T-HANGARS

Total number of hangars:	<u>198</u>	
Aeronautical use rentals / long term:	179	
Reserved for Nightly Rental :	1	(C-1)
Non Aeronautical rentals:	8	(A-15, C-10, C-16, D-20, D-21, E-06, E-11, E-12)
Non Profit Storage:	2	(J-04 Misc. Non Profits, Phoenix Hgr /Civil Air Patrol - CAP)
TTAD Storage:	2	(K-11 Vehicles, K-13 Wood shop, Sim trailer)
Currently Empty / Available:	4	(B-15, E-07, E-19, J-06)
Currently Empty / Due to repairs:	2	(M-11, M-15 / roof leaks)

Number of people on the waiting list

For Aeronautical use:	0	
For Non Aeronautical use:	2	

END CAPS

Total number of units:	17	
Aeronautical use connected to a hangar:	3	(B-1 Sierra Aero, G-2 Private Party, K-1 Soar Truckee)
Non Aeronautical use rentals/ long term:	9	
Non Profit Storage:	3	(C-25 CAP Office, J-N Red Cross, M-18 Watershed Council, Red Cross, Tahoe Forest - Office of Emergency Response.)
TTAD Storage:	2	(J-S Oil Room, M-01 Misc. / roof leaks)
Currently Empty / Available:	0	
Currently Empty / Due to repairs:	0	

<u>Number of people on the waiting list:</u>	1	
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