

1 The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular
2 meeting held Thursday, June 28, 2012 at the Truckee Tahoe Airport District Community Room, 10356 Truckee
3 Airport Road, Truckee, California at 9:00 am.

4 **CALL MEETING TO ORDER:** 9:00 a.m.

5 **DIRECTORS PRESENT:** President J. Thomas Van Berkem
6 Vice President John B. Jones Jr.
7 Director Kathleen Eagan
8 Director Mary Hetherington
9

10 **DIRECTOR ABSENT:** Director James W. Morrison
11

12 **STAFF PRESENT:** Mr. Kevin Smith, General Manager
13 Ms. Jane Dykstra, Director of Finance and Administration
14 Mr. Phred Stoner, Director of Operations
15 Mr. Kevin Bumen, Director of Aviation and Business Services
16 Mr. Brent Collinson, District Legal Counsel
17 Ms. Maria Martinez, District Clerk
18

19 **VISITORS PRESENT:** 21
20

21 **SPECIAL ORDERS OF BUSINESS**

22 Mr. Smith stated that the Space Camp for kids is being held this week on the Airport with a total of 15
23 participants. Also, there will be a U.S. Forest Service Fire Fighting Helicopter stationed at the Airport for the
24 summer. The helicopter is currently fighting the fire in Colorado but will be stationed in Truckee after that.

25 **PUBLIC COMMENT**

26 Mr. Denny Dickinson stated that the Airport Board and the Town of Truckee (the Town) are meeting and
27 negotiating in closed session to purchase the old corporate yard which is adjacent to his house. He has some
28 concerns because he and his neighbors helped the Town vacate the property in 1999. Now he has asked the
29 Town of Truckee to engage the homeowners of Martis Valley Estates in the disposition of that property. They
30 have neglected to notice anybody that they are negotiating to sell it to the Airport. There are some major
31 environmental issues there and the Town should clean that mess up. They were there for 18 years. They parked
32 their equipment in the dirt. He is suggesting to the Board not to buy the property. The property does not need to
33 be purchased because it is land locked. His neighbors are not going to allow anything to ever happen down there
34 again. It is zoned for public-commercial. That means another public agency is going to have to use it. He is
35 suggesting the Board consider taking the money that was going to be used to buy that land and use it to do some
36 better things in the Town of Truckee. In order to have access to some property the District owns the District is
37 going to have to buy land from Truckee Tahoe Sanitation Agency to have access to that property. That is what he
38 is suggesting the District do with the money.

39 Mr. Andrew Terry stated that there was a problem with a presentation of the Volans system to the Space Camp
40 participants. The problem was due to a graphics issue associated with that computer. He encouraged the Board
41 to put it higher on the priority list to increase the computer support in Unicom. Secondly the connections to the
42 agenda on the iPad are not working properly. President Van Berkem stated that staff is working on that issue.

43 Mr. Rick Tavan stated that the District has done some really good things in the community by buying open space
44 surrounding the airport. He is very concerned about the District becoming a general land acquisition agency. He
45 urged the District not to spend money on land acquisition that has little or nothing to do with aviation.

46 **CONSENT CALENDAR**

- 47 • Minutes: April 18, 2012 Special Board Meeting
- 48 • Minutes: April 26, 2012 Regular Board Meeting
- 49 • Minutes: May 3, 2012 Special Board Meeting
- 50 • Minutes: May 24, 2012 Special Board Meeting
- 51 • Monthly Service Bills and Fees
- 52 • Financial Report
- 53 • Property Insurance Renewal
- 54 • Ad Hoc Auditor Selection Committee Report
- 55 • Engineer Request for Qualifications
- 56 • Disadvantaged Business Enterprise Program
- 57 • Café Agreement

58 **PUBLIC COMMENT:** None

59 **MOTION #1 JUN-28-12:** Vice President Jones moved to approve the items on the Consent Calendar. Director
60 Hetherington seconded the motion. President Van Berkem, Vice President Jones, Directors Eagan and
61 Hetherington voted in favor of the motion. The motion passed.

62 Director Eagan complimented Ms. Dykstra on her outstanding report. All questions were anticipated and
63 answered. It is that kind of detail that allows the Board to move through the meeting. President Van Berkem
64 agreed.

65 **ENGINEER REPORT**

66 Mr. Jim Clague, District Engineer updated the Board on the status of the pavement construction on Hangar Rows J
67 and K. The project is ahead of schedule. Striping is anticipated to begin next week. A change order has been
68 submitted for the increase in construction costs in the amount of \$5,784. During grading operations, it was
69 discovered that the subgrade soil was extremely wet. Untreated based was added which makes the base dense
70 and bridges over the subgrade soil.

71 Mr. Smith stated that the other part of the project includes expanding some of the pavement around the old shop
72 which will facilitate moving Care Flight to a more permanent location instead of building a helipad somewhere in
73 that area.

74 **PUBLIC COMMENT:** None

75 **AIRPORT COMMUNITY ADVISORY TEAM**

76 ACAT Chair Andrew Terry updated the Board on the current status of ACAT. The golf course flags are in place at
77 Ponderosa Golf Course. Additional "Open Space" signage is also going to be placed at the entrance to Waddle
78 Ranch. Mr. Jack Ellis did a Road Show presentation in Palo Alto. There were approximately 30 people that
79 attended. ACAT members have also had Brown Act training provided by District Counsel Brent Collinson.

80 Member Jack Ellis gave a summary of the Runway Use Analysis. One of the areas that ACAT will focus on in the
81 near term is the potential for encouraging departures on Runway 1. The Master Planning process will focus on
82 longer-term actions which may include options for moving and/or adding pavement. The analysis also includes

83 consideration of the feasibility of a temporary tower. In addition, the data included in the wind analysis
84 suggested that the winds would allow Runway 1 departures about half of the time. The data also suggests these
85 conditions coincide with departure times. A survey has also gone out to the pilot community to determine why
86 pilots do or do not use Runway 1.

87 **PUBLIC COMMENT**

88 Mr. Tavan stated that he likes control towers. They provide orderly operation of the airport especially when there
89 is a lot of traffic. If you look at the District's operations counts they are way below the threshold at which the FAA
90 would consider putting a tower. Any airport can have a tower but it does cost a lot of money. Mr. Tavan urged
91 ACAT and the Board to consider how many operations might be influenced by the existence of a tower. In
92 particular a tower would be able to direct traffic to take off on Runway 1 that might otherwise under pilot's
93 discretion take off on Runway 28. However, the District's Noise Abatement Procedures shows that voluntary
94 participation is extremely successful. The District should consider how many operations could be redirected to
95 Runway 1 voluntarily as well as those operations that would be redirected with the direction given by the tower.
96 Then find out how many dollars per changed operation the District is looking at spending.

97 Mr. Terry agreed with part of Mr. Tavan's comment. ACAT is fine coming up with a non-solution as well so that it
98 can also be documented. Next ACAT will be putting forth the effort to touch on all of Mr. Tavan's points. It may
99 not make any financial sense whatsoever, but that cannot be determined until the data is reviewed.

100 **AIR FAIR COMMITTEE REPORT**

101 Mr. Tim LoDolce, Chairman of the Air Fair and Family Festival (Air Fair), updated the Board on the progress of the
102 Air Fair. The Air Fair is only nine days away. Media and Public Relations efforts have included venues locally,
103 regionally and the west coast. Sponsorships are still increasing. Current sponsorships total \$25,000 in cash and
104 \$22,500 in trade. Vendors have also increased to about 50. Most of them are non-profit organizations. There are
105 a variety of airside assets still coming in but not confirmed. The Tuskegee Airmen Honorary Dinner on Friday night
106 is nearly full. The public is encouraged to go to the website to purchase their tickets if they are still interested in
107 attending. Mr. Victor Hernandez has a complex emergency plan in place to cover every possible type of incident.
108 The Air Fair is on time and on budget as well.

109 President Van Berkem requested clarification on traffic control for the event. An Emergency Services briefing was
110 held a few months ago which involved all local law enforcement and emergency service providers. Civil Air Patrol
111 volunteers will be directing traffic in front of Town Hall. Mr. Smith stated that people are going to be coming and
112 going throughout the day.

113 **PUBLIC COMMENT**

114 Mr. Terry stated that the Board will have a full report with final numbers on the event once the Air Fair committee
115 has been debriefed.

116 Mr. Dickinson stated that he is a member of the Truckee Optimist Club. He is amazed at the number of business
117 people who agreed to have signs advertising the event. The Truckee Optimists will be there.

118 Mr. Ellis requested clarification on parking in front of hangar rows and the accessibility on the airport. Mr.
119 LoDolce stated that the airport will be open however anyone located in Hangar Rows A – H will need to move
120 their aircraft out of their hangar and on the ramp on Friday night. Mr. Smith stated that Hangar Rows J – M will
121 not be affected. Staff will make sure all affected hangar tenants are notified as soon as possible.

122

123 **ADMINISTRATION BUILDING CONSTRUCTION UPDATE**

124 Mr. Smith updated the Board on the activity on the new administration building. There are just a few punch list
125 items left to be completed. The playground equipment arrives today. It will be assembled the week after the Air
126 Fair and will be fully functional by July 20, 2012. About half of the funding for the playground came through
127 donations from friends of the Morrison family. There will be a plaque installed at the playground
128 commemorating the family. A dedication ceremony will be held sometime in August of this year. President Van
129 Berkem requested clarification on the status of the audio visual equipment for the Board meetings. Mr. Smith
130 stated that this item will be placed on the Project Tracking list. Mr. Bumen stated that staff is currently reviewing
131 the broadcast agreement from Suddenlink. The project is moving forward with a target date of August 2012.

132 **PUBLIC COMMENT:** None

133 **BREAK:** At 10:00 a.m. the Board recessed for a short break. At 10:15 a.m. President Van Berkem reconvened the
134 meeting.

135 **MASTER PLAN CONSULTANT PRESENTATION**

136 Mr. Smith stated that the District received four responses to the RFQ. The Ad Hoc committee consists of Directors
137 Morrison and Hetherington. Mr. Smith, Mr. Bumen and Mr. Terry all sat on the committee as advisors. The
138 committee has selected Mead & Hunt and C & S Companies to present to the Board today. Mead & Hunt was the
139 first to present. Representatives from Mead & Hunt included Ken Brody, Client Liaison / Quality Control; Tony
140 Tezla, Project Manager, both from Mead & Hunt's Santa Rosa office; and Seana Doherty, Community Outreach
141 and Facilitation, a long time local resident.

142 **BREAK:** At 11:04 a.m. the Board recessed for a short break. At 11:11 a.m. President Van Berkem reconvened the
143 meeting.

144 C & S Companies gave their presentation next. Representatives from C & S Companies included Michael Hotaling,
145 Vice President; Charles McDermott, Project Manager; Ralph Redman, Environmental Planner; Courtney
146 Armbruster and Margaret Skillicorn, Community Outreach; President Van Berkem complimented staff and the ad
147 hoc committee for choosing two very impressive firms.

148 **PUBLIC COMMENT**

149 Mr. Dickinson stated that he has lived in this area for 31 years. We have many developments that are going to
150 happen at the end of the runway: Hilltop, the Rail Yard; he is not sure what is going on with PC2 and East West
151 Partners because they are gone, the Truckee Donner Recreation and Parks District that wants to build a
152 Performing Arts Center downtown. How do you "Outreach" people that are not there? The outreach is going to
153 be to the developer and he is going to say, "Yes, I want the airport." There is an issue here that needs to be a part
154 of this Master Plan, because this Master Plan is going to be part of Truckee.

155 Mr. LoDolce stated that both teams came in prepared. Either one that is chosen would be fine. He likes their
156 outreach and their forward looking. But both teams need to understand what the town has in mind for its future.
157 The developments that Denny is speaking about are not going to be at the end of the runway however, but they
158 are very close and they could be considered somewhat in the flight path, at least in the noise radiant. That being
159 said, the committee came up with some highly qualified people. Being an ex-FAA for many years, either one of
160 these two will do the airport justice.

161 Mr. Terry stated that he was on the Master Plan committee. Either candidate is very well qualified. The reason
162 the sub team picked two is so that the Board had the opportunity to pick from the two. The sub team is quite
163 prepared to make the choice if the Board decides to have the sub team do so.

164 Ms. Debra Cregh stated that it is very important to take this opportunity to not simply reach out and publicize but
165 to really understand what is going on in the community. She urged both companies to consider how this
166 information is going to be taken and how it would be analyzed. She looks forward to seeing the results.

167 The decision to select a Master Plan Consultant was deferred to the July 26, 2012 Board meeting to allow both
168 firms the opportunity to answer in writing a list of questions brought forth by the Board, staff and the public and
169 to allow Director Morrison an opportunity to participate.

170 **BREAK:** At 12:24 p.m. the Board recessed for a short break. At 12:30 p.m. President Van Berkem reconvened the
171 meeting.

172 **RESOLUTIONS CALLING GENERAL ELECTIONS IN PLACER AND NEVADA COUNTIES**

173 **MOTION #2 JUN-28-12:** Director Hetherington moved to approve Resolution Number 2012-03 of the Truckee
174 Tahoe Airport District Resolution Calling General District Election and waive reading. Vice President Jones
175 seconded the motion. Roll Call Vote: President Van Berkem – Yes; Vice President Jones – Yes; Director Eagan –
176 Yes; Director Hetherington – Yes; Director Morrison – absent. The motion passed.

177 **PUBLIC COMMENT:** None

178 **MOTION #3 JUN-28-12:** Director Hetherington moved to approve Resolution Number 2012-04 of the Truckee
179 Tahoe Airport District Declaring An Election Be Held in Its Jurisdiction; Requesting the Board of Supervisors to
180 Consolidate This Election With Any Other Election Conducted on Said Date; and Requesting Election Services by
181 the County Clerk and waive reading. Director Eagan seconded the motion. Roll Call Vote: President Van Berkem
182 – Yes; Vice President Jones – Yes; Director Eagan – Yes; Director Hetherington – Yes; Director Morrison – absent.
183 The motion passed.

184 **PUBLIC COMMENT:** None

185 **INTERNAL CONTROL**

186 Director Hetherington detailed her Internal Control Review report with the Board

187 **PUBLIC COMMENT:** None

188 **LAND LEASE OPPORTUNITIES**

189 Vice President Jones stated that he has brought this to the Board's attention as there is a potential for using
190 excess land for non-aviation uses. The District currently has approximately 40 to 50 acres on Soaring Way that
191 appears to be excess land. This may be a good opportunity for the District to find additional sources of revenue
192 where the District does not have to be the land developer. Mr. Bumen stated that there is an opportunity for
193 several areas surrounding the airport to determine potential use of these parcels. Mr. Bumen reviewed the
194 parcels in question with the Board. He stated that it is very common for publicly owned airports to have land
195 leased out for various aeronautical and non-aeronautical uses.

196 **PUBLIC COMMENT**

197 Mr. Dickinson stated that there is a problem in Truckee. There is a lot of development around West River Street as
198 well as East River Street. He sees an opportunity here with the 40 acres to clean up West River Street and East
199 River Street. Back in 1999, the airport offered the Town of Truckee some land on the 40 acres for their corporate
200 yard. In the name of good neighbors and community effort he asked the Board to consider making the 40 acres a
201 light industrial area and help the people on East and West River Streets move. There are people there that would

202 like to move. There is no other place in town. That is the only flat piece of land in Truckee. If the Board would
203 consider this, he could bring some people to an upcoming meeting that would say the same thing.

204 Mr. Art Chapman with JMA Ventures stated that prior to being with JMA Ventures he was the Director of
205 Redevelopment for the City of Long Beach; before becoming Redevelopment Director he was on the City
206 Manager's staff as an Executive Assistant. Mr. Chapman was assigned to the Long Beach Municipal Airport. He
207 was responsible for overseeing the airport from a manager's perspective and developing the Master Plan. Later
208 as the Director of Redevelopment he was responsible for putting in place the Master Plan for the airport for
209 aeronautic and non-aeronautic uses and then developing a process of soliciting development proposals to the
210 development community. They developed the guidelines of what they wanted with standards in terms of what
211 they wanted and how they wanted it developed. They then went out into the community and solicited input from
212 people who did this every day so that they would know they would do it right. It was quite successful. He thinks
213 the Board has a good light industrial plan that also generates significant revenue every year to sustain the
214 operations of the cyclical economy whether the revenues are up or down. Mr. Chapman was also a part of the
215 Truckee Tomorrow process. One of the things the local community looked at was its economy, the changes in the
216 economy and the future goals for the kind of economic development and jobs they wanted to create to sustain
217 this community; non-recreational based. Clean jobs were directly connected to evolving technologies. That is one
218 of the reasons he is at this meeting today. The combination of his prior experience at the airport and his
219 involvement in Truckee Tomorrow lead him to some side conversations with Kevin Marshall of Clear Capital. They
220 started discussing the problems of a growing and emerging company that is so important to this area and the
221 difficulty in staying in this community. It is very difficult to keep the Clear Capitals of this world in our community
222 unless it is in an area like this. He thinks this is a wonderful opportunity for the airport to develop a sustainable
223 revenue base. As an example to clean technology the appropriate development around an airport just could not
224 be better. He hopes the Board will look seriously at doing something like this. The airport is important. There are
225 things changing around us. He has been asked by the Governors of Nevada and California to participate in a Task
226 Force involving the regional plan for the Tahoe Basin. Clearly what is going to happen out of that plan is that
227 there are six areas of the Tahoe Basin that are actually going to be targeted for higher density development for a
228 lot of reasons, trying to turn around the slide that continues in the Tahoe Basin. The District is going to be
229 competing in this area with the Tahoe Basin over the next twenty-five years as this plan goes into place. It is going
230 to create real competition for the things that Truckee may have suffered too much pressure over the last twenty-
231 five years. This is an opportunity for the District to do the right thing to sustain Truckee and to be in a competitive
232 position on an environmental foundation. For companies like Clear Capital it is an opportunity to stay in this
233 community; for young families to prosper, for their kids to go to school and for our social and educational health
234 institutions in the community to be sustainable by creating these kinds of jobs.

235 President Van Berkem requested clarification on which part of the District's property Clear Capital was interested
236 in developing. Mr. Chapman stated that it is important for the Board, staff and Clear Capital to sit down and
237 discuss some of these issues. Clear Capital is talking about the need to develop a campus, a low building and
238 something the District would be proud of with technology that operates on fiber that the District has in this area.
239 A lot of the things needed are already in place. The District can create a model for light industrial usage with
240 clean technology.

241 President Van Berkem requested clarification on the value of moving forward with a proposal like this. Mr.
242 Bumen stated that even after thoroughly reviewed potential uses for the North 40, the District is still going to see
243 the highest and best use of this area as non-aeronautical whether industrial or some type of technology. There is
244 more opportunity right now to take some incremental steps on the North 40 than there would be on Area 4
245 (located between long term parking and the maintenance shop).

246 President Van Berkem asked Mr. Marshall what kind of a potential time frame he was working with to relocate his
247 company. Mr. Marshall stated that Clear Capital is actively searching for a place to put their headquarters. They
248 currently have 300 employees in the Truckee area. It is Clear Capital's desire to keep them in this area. Clear
249 Capital works on a national scale so they do not need to stay in Truckee. They do that because they want to and
250 there is a service that the population of Truckee enables them to do as they compete with companies that are in
251 more call center towns. They started their company in 2001 in Truckee. They have been looking for a
252 headquarters location in California, Nevada and Texas. Their preference is to stay in the Tahoe-Truckee area
253 however, within 3 to 5 years they need to move to a larger location. Their decision time frame is 6 to 9 months
254 and they would like to have a facility that would handle about 400 to 500 employees in Truckee. Area 4 has been
255 of great interest to Clear Capital for their facility. The new facility would need to be in excess of 5 to 6 acres with
256 a parking facility to accommodate 400+ cars and a building with approximately 50,000 to 60,000 square feet of
257 working space.

258 President Van Berkem requested staff give some thought to the integration of this proposed time line from Clear
259 Capital and the Master Plan. Mr. Smith stated that currently the Truckee area is focusing on job retention with
260 current employers and this project falls in line with that. Staff will be meeting with the Town of Truckee staff as
261 well to get their perspective. There is a parallel track that can be followed and staff can bring back more
262 information to the Board as it becomes available.

263 **PUBLIC COMMENT**

264 Mr. Tavan stated that this is a very productive discussion. The Board is heading in the right direction directing
265 staff to enter discussions and analysis and see what would work. It sounds like Clear Capital is going to be very
266 flexible as well. He is not going to pretend to represent them but he is one aviator. When looking at potential
267 uses for any piece of land around the airport, look at what it might be used for related to aviation purposes.
268 Whether or not it is currently an acceptable use or not – maybe hangars are not acceptable, however 20 years
269 from now the demand might be so great that you would want to put hangars there. On the other hand another
270 parcel may be completely inaccessible for hangars and that is not going to be an issue. The District has land that
271 cannot be used for non-aviation purposes in perpetuity. The District also has land that is designated for
272 aeronautical use only but that can be changed. If that land is acceptable for non-aeronautical purposes he
273 encourages the Board to find ways to create revenue for that land so long as the revenue production activity is
274 consistent with being in the vicinity of an airport. He does not think the Master Plan process should paralyze
275 current progress. The Master Plan process is a look into the future and not trying to constrain the present. If
276 there is parcel with any realistic aviation need in the future, generating revenue would be a great thing for the
277 District.

278 **BREAK:** At 1:37 p.m. the Board recessed for a short break. At 1:57 p.m. President Van Berkem reconvened the
279 meeting.

280 **EMPLOYEE BENEFIT PROGRAM REVIEW AND RENEWAL**

281 President Van Berkem stated that he and Vice President Jones were on the ad-hoc subcommittee. He
282 complimented staff for the amount of work put into this program and the innovation and depth of the
283 presentation. President Van Berkem stated that staff has opted to add a second tier of pension benefits. The
284 fiscal impact of adding the second tier to the pension benefit will not be recognized until future periods. Over
285 time, as the balance of employees switches to the lower plan, the District's pension expense will be less. The ad-
286 hoc committee is recommending the Board approve the Resolution of Intent to Amend the CalPERS contract to
287 add a second tier of retirement benefits. Director Eagan requested clarification on the types of retirement
288 benefit agreements the District has outside of CalPERS. Ms. Dykstra stated that the District's provided retirement

289 program is only through CalPERS. The District does have a 457 plan available for employees who wish to make
290 individual contributions to that plan.

291 President Van Berkem stated that the ad-hoc committee discussed the District's health insurance coverage. The
292 renewal quote cost is \$429,492 per year of which the employees pay 7%. Due to the dramatic increase in
293 premiums over that time, staff has discussed other options with Paychex Insurance services in an effort to
294 decrease the District's expense. The fiscal impact of the change to the employee health insurance program is not
295 possible to quantify, although there is a certain decrease in expense. The savings could range anywhere from
296 \$10,000 to \$143,000. Director Eagan requested clarification on the difference in premiums as the savings is now
297 significant and it appears that the insurance company is making quite a bit of money.

298 **PUBLIC COMMENT**

299 Mr. Ellis stated that there may be some profit involved however he has not looked at the financial statements for
300 insurance companies. Health insurance is based on the notion that people who are healthy subsidize the people
301 who are either unhealthy or who have bad habits. There is a lot of that at work here. If the District has low claims
302 the insurance company is going to look at the population that has higher claims so you do not catch a break. It
303 also leads to an interesting results which is that corporations are moving to becoming self-insured because they
304 think that their premiums are subsidizing other people's claims that puts other people in a bad spot.

305 Mr. Collinson stated that both Mr. Smith and Ms. Dykstra, under the political reform act, stand to have an
306 economic benefit because this is a win situation for the District and a win situation for the employees. It could
307 trigger the Political Reform Act, however both the Political Reform Act and heard cases recognize what is called
308 the Rule of Necessity because they are really the only ones on the staff that can answer these questions they will
309 continue to participate in the discussion.

310 **MOTION #4 JUN-28-12:** Director Hetherington moved to approve Resolution Number 2012-05 of the Truckee
311 Tahoe Airport District a Resolution of Intention to Approve an Amendment to Contract between the Board of
312 Administration California Public Employees' Retirement System and the Board of Directors Truckee-Tahoe Airport
313 District and waive reading. Director Eagan seconded the motion. Roll Call Vote: President Van Berkem – Yes;
314 Vice President Jones – Yes; Director Eagan – Yes; Director Hetherington – Yes; Director Morrison – absent. The
315 motion passed.

316 **PUBLIC COMMENT:** None

317 **MOTION #5 JUN-28-12:** Director Eagan moved that the Board accept the ad-hoc committee's recommendations
318 to go to the self-insurance program. Director Hetherington seconded the motion. President Van Berkem, Vice
319 President Jones, Directors Eagan and Hetherington voted in favor of the motion. The motion passed.

320 **PUBLIC COMMENT:** None

321 Mr. Smith stated that in some instances it may be beneficial for employees to have additional flight training.
322 Reimbursement for such training would be subject to the same restrictions as currently exist to include a formal
323 letter of request, prior approval, a passing grade in addition to minimum employment requirements. The
324 maximum reimbursement is \$1,000 per year, per employee. President Van Berkem added that the ad-hoc
325 committee agreed with Mr. Smith's recommendation. Vice President Jones noted that most of the companies he
326 has been involved with provide more education reimbursement than \$1,000 a year. He requested that staff
327 revisit this item at a later date to review. Director Hetherington requested clarification on the possibility of an
328 employee getting injured while attending a college course subject to tuition reimbursement. The Board
329 determined that the policy will clearly state that when an employee is attending classes subject to education

330 assistance reimbursement, this is not considered on-the-job training and therefore not eligible for other District
331 benefits.

332 **MOTION #6 JUN-28-12:** Vice President Jones moved to include Aviation Flight Training as eligible for education
333 reimbursement – subject to the same limitations as the existing program. Director Eagan seconded the motion.
334 President Van Berkem, Vice President Jones, Directors Eagan and Hetherington voted in favor of the motion. The
335 motion passed.

336 **PUBLIC COMMENT:** None

337 **GENERAL MANAGER'S REPORT**

338 Mr. Smith updated the Board on his outreach efforts in the community. President Van Berkem, Mr. Smith and
339 Mr. Bumen met with representatives from East West Partners to discuss their development proposal just east of
340 Northstar on Brockway Summit. Mr. Smith is hoping they can attend the July 26, 2012 Board meeting to give the
341 Board a formal presentation on their development. Mr. Smith also stated the District will be hiring a consultant to
342 assessment of all of the District's buildings in an effort to create a Capital Facilities Plan. This will give the District
343 an indication of what should be spent on any given year in this area. Mr. Smith noted that the District now has a
344 signed agreement on Runway 10/28. Sierra Nevada Construction will be starting the project on July 9, 2012. Mr.
345 Smith also met with Stacy Caldwell, Executive Director of the Community Foundation with regards to the Annuity
346 for Waddle Ranch. The District may have the opportunity to set aside some money that the District would direct
347 in perpetuity for this annuity to coincide with the work that is being done through the District's Forest
348 Management Plan. At the same time, local community funds would be protected to create an endowment for
349 Waddle Ranch. With the Board's approval, he would like to invite Ms. Caldwell to the August or September 2012
350 Board meeting to discuss this further with the Board. The Board agreed. Mr. Smith also reviewed the Project
351 Tracking List with the Board.

352 **PUBLIC COMMENT:** None

353 **BOARD MEMBER ANNOUNCEMENTS:** None

354 **PUBLIC COMMENT:** None

355 **CLOSED SESSION**

356 At 3:05 p.m. the Board entered closed session pursuant to government code sections:

- 357 • GOVERNMENT CODE SECTION 54957 – GENERAL MANAGER QUARTERLY PERFORMANCE REVIEW

358 **PUBLIC COMMENT:** None

359 At 3:30 p.m. the Board recessed out of closed session and reported the following actions:

- 360 • GOVERNMENT CODE SECTION 54957 – GENERAL MANAGER QUARTERLY PERFORMANCE REVIEW

361 – *Direction given to staff*

362

363 **ADJOURN**

364 **MOTION #7 JUN-28-12:** Director Hetherington moved to adjourn. Director Eagan seconded the motion.
365 President Van Berkem, Vice President Jones, Directors Eagan and Hetherington voted in favor of the motion. The
366 motion passed.

367 At 3:30 p.m. the June 28, 2012 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.