

1 The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS special
2 meeting held Thursday, May 3, 2012 at the Truckee Tahoe Airport District Community Room, 10356 Truckee
3 Airport Road, Truckee, California at 6:00 pm.

4 **CALL MEETING TO ORDER:** 6:00 p.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 Director James W. Morrison

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11 **STAFF PRESENT:** Mr. Kevin Smith, General Manager
12 Mr. Phred Stoner, Director of Operations
13 Ms. Jane Dykstra, Director of Finance and Administration
14 Mr. Kevin Bumen, Director of Aviation and Business Services
15 Mr. Brent Collinson, District Legal Counsel
16 Ms. Maria Martinez, District Clerk
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18 **VISITOR PRESENT:** 2
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20 **SPECIAL ORDERS OF BUSINESS:** None

21 **PUBLIC COMMENT:** None

22 **NATURAL AND/OR ARTIFICIAL TURF FUNDING PROPOSAL**

23 Mr. Smith stated that at the April 26, 2012 Board meeting the concept had come up of possibly installing artificial
24 turf in the new playground area instead of a natural alternative. The natural turf option would add
25 approximately \$8,000 to the project. The artificial turf is a viable option however after further analysis with the
26 space provided it is not something staff is recommending at this time. The artificial turf option would add
27 approximately \$40,000 to the project for the product. Staff has also met with the landscape architect. The
28 drainage issues associated with the artificial turf option are substantial. If it is not drained properly, the material
29 will be damaged. To have it drain properly would cost an additional \$40,000. Another drawback is that it would
30 not be able to be installed until August or September of 2012. Staff will bring a budget for the community park to
31 the May 24, 2012 meeting for review and possible approval.

32 **PUBLIC COMMENT:** None

33 **RUNWAY 10/28 REHABILITATION PROJECT FUNDING**

34 Mr. Smith stated that after the last Board meeting, he met with Mr. Reinard Brandley to review the situation and
35 help the District understand the options. All available options have been explored with the FAA under the AIP
36 program. Staff is recommending the District move forward with Option 2 which involves allocating \$1,124,907 to
37 the runway project; the balance from the District's Grant Eligible Projects Fund along with allocating most of the
38 current year net income which totals \$407,000. Using these two funding sources along with the \$100,100 already
39 in the budget for this project provides \$1,212,847 to fund the project. Option 2 will allow construction to begin
40 on schedule and complete the project this summer. This option also allows the District to submit a Grant
41 Amendment Application and possibly receive approximately \$225,000 in payment from the FAA, essentially
42 paying the District back 15% of the monies contributed. This is considered a grant amendment and not a
43 reimbursement. Director Hetherington requested clarification on the \$225,000 reimbursement monies from the
44 FAA. Mr. Brandley stated that the FAA has the capability of amending a grant to take care of things such as

45 contingency items up to 15% of the total grant amount. However, the District will not know if the FAA will
46 reimburse this amount until September of 2012. Director Hetherington stated that if the District is going to spend
47 approximately \$1.5 million to \$2 million, then that money should be spent on what the FAA will not fund.

48 **MOTION #1 MAY-03-12:** Vice President Jones made a motion to move forward with Option 2. Director
49 Hetherington seconded the motion. President Van Berkem, Vice President Jones and Directors Eagan,
50 Hetherington and Morrison voted in favor of the motion. The motion passed.

51 **PUBLIC COMMENT:** None

52 **BOARD / STAFF TEAM BUILDING WORKSHOP – Continuation of Discussion from January 31, 2012 Meeting**

53 President Van Berkem stated that there were four questions that the Board and staff intended to discuss at the
54 January 31, 2012 meeting, but timing did not allow. The following questions will be addressed one at a time:

55 **Question 1 - Should the Board hold their meeting in the evening to facilitate more community participation?**

56 Mr. Smith stated that staff would like to postpone the discussion of this item until staff has the opportunity to
57 explore all of the broadcasting options available and learn how they play into the meeting process. Mr. Bumen
58 stated that there is currently limited infrastructure for cable in this community and it has been a challenge to get
59 the District's system on board. A summary of the options discussed were:

- 60 • How many people watch the meetings? Determine number of viewers to make sure cable service is a
61 feasible option.
- 62 • Provide Web Broadcasting first. The internet would be able to reach everyone within the District's
63 jurisdiction and the broadcasting capabilities are much easier to install. Television broadcasting would
64 only reach the Truckee communities and may not be ready until August of 2012.
- 65 • Hire an audio / visual operator
- 66 • Public outreach is needed to create interest. Staff will explore options for a marketing campaign.
- 67 • Evening meetings give people the opportunity to attend that may not be able to do so during the day.

68 **Question 2 - How can we work together to have shorter Board Meetings?**

- 69 • Possibly meet two times per month to cover all the necessary topics to be addressed.
- 70 • Good staff reports to all the Board to make informative decisions.
- 71 • Board members meeting individually with General Manager focused on addressing each Board members
72 issues of concern.

73 **PUBLIC COMMENT**

74 Mr. Jack Armstrong stated that on the business of the web, the District is not really looking at a lot of money and
75 certainly not looking at a full time operator. As far as making it known to the public, the web is the way to make it
76 known. There are websites that people regularly watch. It does not take very long for word to spread on the
77 internet. There is also a group of leaders called Silicon Mountain. These are computer people that meet once a
78 month. The group is looking for speakers. This is a really good resource of people.

79 **Question 3 - What do we want the airport to be and not be?**

80 Mr. Smith stated that the discussion for this question will begin to set the frame work for the Master Plan process
81 about how to approach the entire District with this same question. Below is a summary of the ideas discussed by
82 the Board and staff:

- 83 • Dog friendly
- 84 • Buffed to a “Chevy” level
- 85 • Serve aviation needs of the community safely and efficiently. The safety and performance of the airport
- 86 as it relates to paving, taxiways and hangars to make sure it is functional as an airport.
- 87 • An airport that functions well and serves the needs of the aviation community.
- 88 • Be the airport that the community wants us to be
- 89 • Have a park that invites the community. This would bring the community out to an area they may not
- 90 otherwise visit.
- 91 • Great café with the best restaurant in Truckee. This would allow the community to benefit from some of
- 92 their tax dollars.
- 93 • A community focused airport. A community that respects each other’s likes and dislikes and working
- 94 together to protect each other.
- 95 • A fair use of tax dollars. It is the property tax dollars that enable the District to do for the community
- 96 while doing for the airport.
- 97 • Focused on the mission of the airport
- 98 • No 737’s – No Regional Jets. This is a question that should be asked to the community during the Master
- 99 Plan process.
- 100 • Minimal adverse impact to residents from operations and still has all the benefits previously discussed.
- 101 • Find the airport / community nexus for benefit.
- 102 • Larger land or easements holder. Land acquisitions would help address future issues with development
- 103 around the airport.
- 104 • Valuing the employees. An airport where people really want to work with a positive atmosphere.
- 105 • Relevant infrastructure. The District needs to be mindful of the path it needs to take in the future in
- 106 regards to developing or land leasing property to determine the future need for infrastructure.
- 107 • Aviation asset in the North Lake Tahoe Basin. To have a presence where the District has so many
- 108 constituents paying property taxes for aviation assets and resources is very need to fill.

109 Staff made note of the items discussed which will be reviewed further during the Master Plan process.

110 **PUBLIC COMMENT:** None

111 **BREAK:** At 7:52 p.m. the Board recessed for a short break. At 7:57 p.m. President Van Berkem reconvened the

112 meeting.

113 **Question 4 - Should the District build a de-icing / community use hangar?**

114 The Board and staff continued their discussion on a de-icing / community use hangar. Below is a summary of the

115 discussion:

- 116 • The possibility of the largest building in Truckee where people could hold community events. Currently
- 117 there are buildings in the Truckee area that can house large scale community events.
- 118 • A financial plan needs to be in place to determine if it is a beneficial option for the District. With multiple
- 119 uses such as community activities, de-icing for aircraft and aircraft safety it can possibly meet the
- 120 expectations in each of these areas.

- 121 • Have multiple uses such as a training center for Olympic athletes. This may or may not produce a profit
122 for the District.
- 123 • Is this something the community really wants? The community needs to be involved in determining
124 whether this is a good choice for spending tax payer dollars.
- 125 • A heated hangar - the pilot community would encourage the usage of the hangar as a heated space to de-
126 ice their aircraft during the cold winter months. It may not get a lot of usage however it may be beneficial
127 for the pilot community.

128 Three events have already been booked for the empty hangar that will take place this summer. This will help the
129 District gauge the usage of the hangar. Mr. Collinson stated that several community groups have approached the
130 District in the past to use District facilities for their events of approximately 50 to 100 people. Mr. Collinson asked
131 the Board to consider the fact that there would be a large number of people just 200 yards from an active runway.

132 **PUBLIC COMMENT:** None

133 **BOARD MEMBER ANNOUNCEMENTS:** None

134 **PUBLIC COMMENT:** None

135 **ADJOURN**

136 **MOTION #2 MAY-03-12:** Director Hetherington moved to adjourn. Director Jones seconded the motion.
137 President Van Berkem, Vice President Jones and Directors Eagan and Hetherington voted in favor of the motion.
138 The motion passed.

139 At 9:02 p.m. the May 3, 2012 special meeting of the Truckee Tahoe Airport Board of Directors adjourned.