

1 The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular  
2 meeting held Thursday, February 23, 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 Director James W. Morrison

10  
11 **STAFF PRESENT:** Mr. Kevin Smith, General Manager  
12 Mr. Phred Stoner, Director of Operations and Maintenance  
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 Mr. Hardy Bullock, Environment and Technology Specialist

17  
18 **VISITORS:** There were eight (8) visitors present

19 **SPECIAL ORDERS OF BUSINESS**

20 Mr. Smith stated that it was a major staff effort this month to get everything done. In addition to all the staff  
21 efforts, Mr. Hardy Bullock has put in a tremendous amount of time getting the District's technology system  
22 operational. Ms. Maria Martinez has been out sick and Mr. Bullock has stepped in to assist in her absence.

23 **PUBLIC COMMENT:** None

24 **CONSENT CALENDAR**

- 25
  - Monthly Service Bills and Fees
  - 26 • Financial Report
  - 27 • Operations and Comment Report – Q4 2011

28 **MOTION #1 FEB-23-12:** Director Hetherington moved to approve the items on the Consent Calendar. Vice  
29 President Jones seconded the motion. President Van Berkem, Vice President Jones, and Directors Eagan,  
30 Hetherington, and Morrison voted in favor of the motion. The motion passed.

31 **PUBLIC COMMENT:** None

32 **AIR FAIR COMMITTEE REPORT AND APPROVAL OF BUDGET**

33 Mr. Tim LoDolce – Chairman of the Air Fair and Family Festival Committee 2012 updated the Board on the activity  
34 associated with the event. Overall everything is proceeding very smoothly. A Public Relations representative has  
35 been hired. Several members of the Tuskegee Airmen will be grand marshals for the event. The Truckee radio  
36 station, KTKE has also been hired for promotional spots on the radio. The event is well within budget at this point.

37 **PUBLIC COMMENT:** None

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39

40 **EMERGENCY SERVICE HELIPAD – TAHOE CITY GOLF COURSE**

41 Mr. Smith stated that the Tahoe City Public Utility District (TCPUD) and the North Lake Tahoe Resort Association  
42 (NLTRA) have been in negotiations with the private land owner to purchase the Tahoe City Golf Course. The  
43 District's participation in the acquisition of the property would allow the District to provide additional public  
44 benefit and value to Airport District constituents in the Lake Tahoe Basin and a much needed emergency service  
45 helipad. Brandley Engineering is analyzing the site to make sure that what the District wants to do on the  
46 property will be approved by the FAA. The District will receive a final design analysis from Brandley Engineering  
47 on March 10, 2012. The Board and staff have discussed a participation level of \$500,000 plus any additional  
48 funding the Board desires to provide per TCPUDs request for additional easement encumbrances on golf course  
49 fairways. This helipad will be available 24 hours a day / 7 days a week as an emergency helipad for emergency  
50 service providers. It would not be available for public use unless there was an emergency. The District has also  
51 received quite a few letters of support from the constituents in the area.

52 Director Hetherington requested clarification on the maintenance of the helipad. Mr. Smith stated that a local  
53 private vendor would be hired or contract with the TCPUD to keep the helipad clear of snow. Director  
54 Hetherington also inquired on the residences being impacted in the area of the helipad. Mr. Smith pointed out  
55 the closest residences on the map. The lighting would be very minimal and only turned on as needed. With  
56 regards to the Memorandum of Understanding (MOU) Director Eagan encouraged staff to begin articulating the  
57 different roles and responsibilities each entity will have in the acquisition of the property. Director Eagan also  
58 requested clarification on the basis for the District's participation in the acquisition in the amount of \$500,000 as  
59 opposed to any other amount and the justification for it. Director Morrison also requested clarification on which  
60 entity would be maintaining the property.

61 Ms. Cindy Gustafson, General Manager of the TCPUD stated that in regards to public impact and neighbors, the  
62 TCPUD has reached out to the neighbors and have been holding public meetings since November 2011. A mailer  
63 was also sent out to all the surrounding neighbors in January 2012 in addition to a workshop which was held two  
64 weeks ago. The TCPUD received very strong support at the workshop on this project. Ms. Gustafson also stated  
65 that all land is not equal in the Tahoe Basin. She stated ~~thethat~~ in reviewing the purchase price of the golf course  
66 and restrictions on development, the TCPUD can come up with good justifications for the funding. She will be  
67 working with Mr. Smith to further extrapolate the values that the District is requiring to get a helipad to that  
68 location. As the TCPUD looks at the future, the Tahoe Basin is in the midst of a regional plan update by the Tahoe  
69 Regional Planning Agency. This MOU has been scheduled out initially for five years. In the next two to three  
70 years, Placer County will be going through a community plan update for the local jurisdictions. The opportunities  
71 for the property and what the community can do with it will take another two years. The community has  
72 expressed an interest in other forms of recreation; local businesses have also expressed an interest in a small  
73 boutique hotel. Traffic and circulation has also been a topic of discussion. There are environmental opportunities  
74 to consider such as a wetland restoration project on the property. President Van Berkem requested clarification  
75 on the benefit the District would have if 10 acres of the property was sold off for a hotel; and if the District  
76 participated at the 10% level, would there be any gain on that. Ms. Gustafson stated that it is not currently shown  
77 that way however as part of the further calculations on the value of the District's portion, this is an option that  
78 could be considered.

79 **PUBLIC COMMENT:** ~~None~~

80 Mr. Andrew Terry stated that he hopes that the helipad is not too large so that it does not affect the Pavement  
81 Maintenance Plan for an off-site location. Also, the more restrictions we put on the surrounding land or open  
82 space the more important it is for the District to be recognized for its participation in projects such as this. The

83 area for the helipad seems rather small. The District should be able to dictate what the surrounding land should  
84 be used for based on the needs of the airport.

85 Ms. Jane Dykstra stated that she was speaking on behalf of a member of the public. Due to Ms. Maria Martinez's  
86 absence, he was unable to contact anyone at the District. Last night he was able to connect with Ms. Dykstra and  
87 asked that she present his written comments about this project. These comments were made by Mr. Michael  
88 Dunsford. He made an editorial in last week's Sierra Sun and he wanted to be sure the Board had seen his article.  
89 Ms. Dykstra also distributed copies of his February 20, 2012 edition to the Sierra Sun which will be out in the  
90 newspaper this week. Mr. Dunsford just wanted the Board to be aware of his opinions.

91 Mr. Rick Tavan stated that he wanted to emphasize what Director Eagan had said in being sure to know what you  
92 are paying and what you are getting. The \$500,000 is support for the acquisition of the golf course. It is not clear  
93 to him whether or not that includes the construction of the helipad. Mr. Smith stated that it did not include the  
94 construction of the helipad. Mr. Tavan stated that the Board and the public need to know how much it is going to  
95 cost on top of that. He hopes that it will be paid for by the airport and not be reflected in hangar rents for tenants  
96 who are on the airport. Mr. Tavan thinks it is a great idea to have an all-season helipad there. Mr. Tavan  
97 reiterated that the District needs to know what they are paying for over the \$500,000 and also what the  
98 emergency services agencies are paying for the acquisition, construction and operation, because those are the  
99 services that have a direct benefit to the District other than providing that benefit to the community. Also,  
100 President Van Berkem's comment about the disposition of the real estate is very important.

101 Mr. Dan Wilkins, member of the Board of Directors, TCPUD. He thanked the District for their consideration in  
102 participating in the acquisition of the golf course property. Their mission is to provide sewer collection service,  
103 water distribution service as well as parks and recreation services. Their role in this property is with the parks and  
104 recreation services in mind. TCPUD hopes that they can operate the property without having to subsidize it. As  
105 an individual Board member, Mr. Wilkins is looking for an opportunity for a combination of public agencies to  
106 secure an asset for abiding constituents that is going to provide value that is difficult to quantify right now in the  
107 future for those constituents. From a TCPUD perspective they are willing to put in a significant amount of cash  
108 for the acquisition recognizing that it may be the next generation that reaps the benefits of this property in public  
109 ownership and believing in the long term that it is going to be in the public's best interest.

110 Mr. Lou Reinkens, member of the Board of Directors, TCPUD, thanked the Board for considering this project. Mr.  
111 Reinkens stated that he shares Mr. Wilkins feelings about TCPUD's role. The TCPUD does have a real strong  
112 interest in it. When you consider the price, it has gone down significantly from its original price and is now at  
113 distress sale prices. There is a real need for emergency services in the Tahoe Basin. Mr. Reinkens stated that it is  
114 good for the District to have a presence on the lake side as it is within District boundaries. The benefit will be to  
115 the tax payers of both the TCPUD and the District.

#### 116 **MARTIS VALLEY MASTER PLAN AMENDMENT DISCUSSION**

117 President Van Berkem stated that he asked that this item be placed on the agenda to discuss some of the land use  
118 possibilities that have been discussed at previous meetings. He wants to be sure the District understands what  
119 the pros and cons are of preserving open space and noise abatement issues. Mr. Perry Norris, Executive Director  
120 of Truckee Donner Land Trust is also present to be a part of this discussion. President Van Berkem noted that he  
121 is a non-paid member and past president of the Truckee Donner Land Trust which is a 501(c)(3) non-profit  
122 corporation. Mr. Smith gave a presentation on the Martis Valley Master Plan process as it relates to the Land Use  
123 Plan and the over flight areas in the areas the property owners want to preserve.

124 Mr. Norris reviewed the details of the proposed development and conservation areas on the Northstar side of  
125 Highway 267. The proposed development is for 1,360 units within about 660 acres. Therefore, out of the 6,376

126 acres in the Martis Valley Master Plan, 660 acres would have a development on them with an additional 6.6 acres  
127 of proposed commercial development. There is also another area of 1450 acres of which 200 acres are owned  
128 by Northstar. 750 acres of this property would be developed with the remainder being designated as  
129 conservation property. A number of groups have been meeting over the last two years: East West Partners  
130 would be doing the development on behalf of Sierra Pacific Industries (SPI); Vail Resorts representing Vail and C &  
131 L; the Mountain Area Preservation Foundation. From the conservation side, the Truckee Donner Land Trust has  
132 also been involved in ongoing discussions.

133 Director Eagan stated that she has a concern in having development concentrated right near the currently open  
134 space. It is a very important issue to work through for the District. Mr. Kevin Bumen provided the Board flight  
135 tracking scenarios over the proposed development. Mr. Norris encouraged the Board to work with East West  
136 Partners, C & L, Vail and SPI. They would be able to provide more detailed maps of the proposed development for  
137 Board review.

### 138 **PUBLIC COMMENT**

139 Mr. Terry stated that this is a modeling tool and it should be used as a guide to show where the flight zone is in  
140 regards to the development. Also, the land on the north of Highway 267 has not been developed yet. The  
141 question remains that if it is not prime development territory like Northstar, is it likely that the land would  
142 become available because the value is not there as a development property rather than an open space property.  
143 If it will be an open space property, the District can step in to purchase it and extend its buffer. The presentation  
144 from Perry Norris is inconsistent with what is happening at the District. The reality is what is happening at the  
145 District.

146 Director Morrison asked staff if the model of the approach could be moved. Mr. Bumen stated that the final  
147 outcome of the Bridgenet models is a published procedure. Mr. Bumen will continue to work with Bridgenet to  
148 gain some understanding however, it is important to realize that the model shows a level of intensity. Currently  
149 there is one aircraft over the area in question every five days. Staff can continue to look at time periods to see  
150 how much that shifts however it may be one aircraft every three days or every two days over the year. Overall,  
151 the frequency of flight operations in the area is very low. That is something that will probably be changing  
152 dramatically even with a published procedure, but the issue of frequency cannot be lost. Director Hetherington  
153 stated that staff should be aware of certain time periods of the year in which flight tracks are more frequent than  
154 at other times of the year instead of just focusing on an average of one flight every five days. The Board  
155 requested that staff continue to refine the modeling of the flight tracks and work with the development  
156 community to better pinpoint on the maps what they are proposing to do. The Board would also like to see all  
157 three levels of density as to where the areas of development are located on the north side as opposed to the  
158 Northstar side.

159 **BREAK:** At 10:45 a.m. the Board recessed for a short break. At 10:55 a.m. President Van Berkem reconvened the  
160 meeting.

### 161 **AIRPORT COMMUNITY ADVISORY TEAM**

162 ACAT Chair Andrew Terry updated the Board on the current status of ACAT. ACAT is beginning to increase their  
163 outreach efforts for the summer. Mr. Leeds Davis is leading that effort and will be reaching out to the service  
164 organizations. ACAT is also working on the golf course pin flags for Ponderosa Golf Course. The Truckee Donner  
165 Recreation and Parks District would like their logo to appear on the pin flags as well. Staff and ACAT are also  
166 designing a logo for more general use referencing the District's land acquisition efforts. Mr. Terry stated that  
167 representatives from Soar Truckee attended the February 14, 2012 ACAT meeting and had a very open discussion  
168 with regards to their plans to put a 4-bladed propeller back onto one of their tow planes. ACAT encouraged Soar

169 Truckee to come to ACAT with any ideas. ACAT is also planning to have an outreach booth at the Air Fair. With  
170 the large crowds expected for this event, it will be a good opportunity for outreach to the community.

171 **PUBLIC COMMENT:** None

## 172 **SOAR TRUCKEE LEASE OPTIONS**

173 Mr. Don Brown stated that over the years what Soar Truckee has done to help the Airport and help with safety in  
174 the area is approximately four years ago, Mode A/C transponders were added to the tow planes. At the ACAT  
175 meeting there was discussion about upgrading to a Mode S transponder however, their small budget does not  
176 allow for that. Strobe lights were also added to the tow planes to enhance safety. Soar Truckee is also  
177 considering flight tracking procedures to help alleviate the noise level in affected residential areas. Mr. Brown  
178 made a correction on the discussion they had previously had with the Board on the 260 horsepower engines. He  
179 stated that without a variable speed propeller on the tow plane it will only get up to 250 horsepower in the  
180 engine. Mr. Brown added that if the Board wanted to extend Soar Truckee's lease for one year, three years or go  
181 into negotiations, Soar Truckee would be open to those options. Mr. Bumen stated that staff has discussed the  
182 potential of a one-year extension with Soar Truckee. They are mutually agreeable with this option. This would  
183 create time for the Master Plan process to be engaged which will provide future alternatives for many aspects of  
184 the airport, including the parcel currently occupied by Soar Truckee and the use of surrounding airspace. Other  
185 alternatives discussed have included a term renewal of the existing lease (4 years), and initiation of a new term  
186 lease. The extension option would allow Soar Truckee to operate for this season. The current lease will expire on  
187 April 30, 2012. A more thorough exploration of new mitigation options and related incentives are underway  
188 based on the discussion at the January 26, 2012 Board meeting. Staff will need to understand the range of new  
189 mitigations to recommend whether they are appropriate to incorporate within a lease or as a separate  
190 agreement. In 2011, the monthly lease rate was \$1,434. The annual rate is set based on a formula of the  
191 previous season's tie down and campground census. The 2012 lease rate will be set according to these terms, as  
192 outlined in the lease.

193 President Van Berkem stated that there was some discussion at the January 26, 2012 Board meeting that one of  
194 the two tow planes had an engine that was up for replacement. He asked if Soar Truckee had explored the  
195 possibility of putting a larger engine on the tow plane to support the 4-bladed propeller and also asked if that was  
196 a window of opportunity that would be missed if nothing was done for a year. Mr. Brown stated that Soar  
197 Truckee does not have the \$30,000 needed to rebuild the engine at this time without getting a loan on it. Soar  
198 Truckee runs on a very small budget and their biggest challenge is to have enough money at the end of the year to  
199 open for business the following season. They are trying to save enough money to put a new engine on that  
200 aircraft. President Van Berkem asked staff if the District would be interested in some form of assistance to enable  
201 Soar Truckee to purchase the engine necessary to run the tow plane with the 4-bladed prop for this summer. Mr.  
202 Bumen requested clarification from the Board as to if the one year lease extension was an adequate time frame to  
203 better understand the mitigation measures and to have a better level of completion of the Master Plan process.  
204 Mr. Smith stated that one year from now, the District will not have the finalized Master Plan, however, it will have  
205 the benefit of a lot of public discussion where this will be one of many items that are discussed. The Board  
206 agreed to have staff explore solutions to putting a 4-bladed propeller on the other tow plane so that both planes  
207 would have a 4-bladed propeller. Mr. Brown stated that to replace an engine would take roughly one month. If  
208 Soar Truckee wants to have the plane ready before the summer it would all need to be lined up by the end of  
209 April. Soar Truckee will be working with staff on the lease and mitigation issues.

210 **PUBLIC COMMENT**

211 Mr. Bob Fink stated that he is a part of the ACAT departure sub-committee. At the last ACAT meeting he listened  
212 extensively to the discussion that Soar Truckee had and was thrilled with their willingness to work with ACAT, the  
213 Board and staff to resolve these annoyance problems. He is convinced that Soar Truckee is working in good faith  
214 to be a good neighbor of the community and they will continue to do so. Mr. Fink strongly believes that the lease  
215 arrangements are not the appropriate mechanism for efforts of mitigation. He recommends the approval of Soar  
216 Truckee's lease agreement adding the District's business interests to the lease agreement.

217 Mr. Tavan stated that the conversation was going in a wonderful direction. He just wanted to point out that the  
218 Board should not confuse the use of public funds with doing something to alleviate noise around the airport.  
219 Nothing the District can do is going to line any pockets of Soar Truckee. Mr. Tavan added that the District should  
220 give Soar Truckee a one year lease agreement extension and figure out a way to get a 4-bladed propeller on both  
221 airplanes. He stated that the District should not worry about the use of District funds as the neighbors will be full  
222 of joy, love and admiration if the District finds a way to reduce that noise.

223 Mr. Terry stated that the mitigation with Soar Truckee is almost unique in that it is reducing noise rather than  
224 annoyance. Most of the noise issues that the District has are to do with annoyance rather than absolute noise.  
225 The District is not managing when or where they are flying or any of their operations other than to decrease the  
226 noise. He added that Soar Truckee has not asked for anything other than a lease. Soar Truckee is coming to the  
227 Board and the Board is saying "ask us and we will see if it works in this environment".

#### 228 **ADMINISTRATION BUILDING CONSTRUCTION UPDATE**

229 Mr. Peter Beaupre of Prosser Building & Development, Inc. updated the Board on the activity in the new  
230 administration building. The main focus is getting all the systems to work perfectly now that staff is occupying the  
231 building. Over the next few weeks, an outside firm will be coming through the building to make sure that all the  
232 air conditioning, HVAC and lighting controls are operating as they should be. The next step will be the demolition  
233 of the old Administration building and the installation of the landscaping in that area.

234 **PUBLIC COMMENT:** None

#### 235 **APRIL / MAY NEWSLETTER**

236 Mr. Bumen stated that staff is now moving forward with the Spring 2012 Newsletter. Some of the topics to be  
237 covered include the Air Fair, Care Flight's new facilities, the District's Master Plan and highlighting airport staff.  
238 The District spent \$21,472 on newsletters in FY 10-11. The newsletters for that fiscal year were published in  
239 November 2010 and July 2011.

#### 240 **PUBLIC COMMENT**

241 Mr. Tavan stated that the Board may desire to have a more standard format. A large format cannot be stored  
242 anywhere. All that can be done is recycling. Some people might keep it around if it were 8 ½" x 11".

#### 243 **GENERAL MANAGER'S REPORT**

244 Mr. Smith updated the Board on his outreach efforts in the community. Mr. Smith stated that staff is proposing  
245 an evening meeting on the week of March 18, 2012 for a continuance of the Meyers Briggs Testing (MBTI)  
246 meeting regarding results and applicability of the information received and how it applies to future actions of the  
247 Board and staff. Staff will send out proposed meeting dates to the Board for their confirmation. March and April  
248 meeting dates were also reviewed. Mr. Smith discussed the possibility of partnering with the Community  
249 Foundation to create an endowment or annuity for the ongoing care and maintenance of Waddle Ranch. Staff  
250 will meet with Director Stacy Caldwell sometime in late April. Mr. Smith will be meeting with Mr. Phred Stoner to  
251 discuss options for completing the District's Forest Management Plan. The District has also been approached by

252 the owner of the Old Brockway Golf Course regarding the District's interest in purchasing an easement and  
253 constructing an emergency service helipad on his property. The North Tahoe Fire District is supporting this  
254 concept. Mr. Smith will bring more information on this subject to the March 22, 2012 Board meeting for review.  
255 Mr. Smith also reviewed the Project Tracking List with the Board.

256 **PUBLIC COMMENT:** None

257 **CLOSED SESSION**

258 At 12:08 p.m. the Board entered closed session pursuant to government code sections:

- 259 • GOVERNMENT CODE SECTION 54956.9: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

260 At 12:36 p.m. the Board recessed out of closed session and reported the following actions:

- 261 • GOVERNMENT CODE SECTION 54956.9: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

262 *Direction was given to staff.*

263 **BOARD MEMBER ANNOUNCEMENTS:** None

264 **PUBLIC COMMENT:** None

265 **ADJOURN**

266 **MOTION #2 FEB-23-12:** Vice President Jones moved to adjourn. Director Hetherington seconded the motion.  
267 President Van Berkem, Vice President Jones and Directors Eagan, Hetherington and Morrison voted in favor of the  
268 motion. The motion passed.

269 At 12:39 p.m. the February 23, 2012 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.