

1 The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS  
2 regular meeting held Thursday, July 28, 2011 at the Tahoe City P.U.D. Conference Room, 221 Fairway Drive,  
3 Tahoe City, California at 9:00 am.

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

5 **DIRECTORS PRESENT:** President Kathleen Eagan  
6 Vice President J. Thomas Van Berkem  
7 Director Mary Hetherington  
8 Director John B. Jones, Jr.  
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. Hardy Bullock, Environment and Technology Specialist  
15 Ms. Maria Martinez, District Clerk  
16 Mr. Brent Collinson, District Legal Counsel  
17 Mr. Jim Clague, District Engineer  
18

19 **VISITORS:** There were six (6) visitors present

20 **SPECIAL ORDERS OF BUSINESS:** None

21 **PUBLIC COMMENT**

22 On behalf of the Tahoe City PUD Board of Directors and staff, Mr. Lou ~~Reinkens~~Renkins welcomed the  
23 Truckee Tahoe Airport District Board to the facility. Mr. ~~Reinkens~~Renkins stated that he is a hangar tenant in  
24 hangar K-7. His plane is close to being completed. He noted that there is a hole in the rate schedule for  
25 those tenants that have a project and are still trying to keep current – flying. When he asks for all of the  
26 breaks – he owns an airplane, he is restoring an airplane, but because his airplane is not flying, he is not  
27 eligible for the Fly Quiet incentive discount program. He stated that his airplane doesn't fly, he flies. He  
28 rents an airplane on the field to fly but does not get any discounts. He asked the Board to review the rate  
29 schedule for those pilots that have a project and would like to stay current. Mr. ~~Reinkens~~Renkins also  
30 requested the status on the deforming columns on the hangars. He added that the Board was going to have  
31 an engineer look at that a year ago. Director Jones requested clarification from Mr. ~~Reinkens~~Renkins on this  
32 matter. Mr. ~~Reinkens~~Renkins stated that Mr. Michael Golden had a hangar door failure. Mr.  
33 ~~Reinkens~~Renkins looked at his as well as some of the hangars in the J row that airport staff was cleaning out.  
34 He noticed that some of the columns had permanent deformation. The question is why and how much is  
35 critical and what was going to be done to fix it because it affects the alignment of the door. There had been  
36 some overloading of these columns somewhere along the line. You get too much overload and you are  
37 going to get failure. In addition, Mr. ~~Reinkens~~Renkins stated that approximately 30 years ago, Mr. Dick  
38 Studer and Mr. Charlie White helped the Board establish hangar rates. At that time, a reserve was set up for  
39 the hangars. Because of the ramp out front, a portion of it was tied to the hangars and a portion was for  
40 public use making it eligible for FAA grant funding. There was a reserve set up for the repair of these  
41 hangars. The Board has 30+ years of accumulated funds to repair these hangars. The question is where are  
42 the funds? Are they still there, are they still designated? When the hangar rate was established back in the

43 80's, a portion of the rate was designated for repair. Mr. ~~Reinkens~~Renkins noted that he hopes the Board  
44 will use that fund to make the repairs.

45 Mr. Stoner stated that no one other than staff has looked at these hangars. Staff has given the  
46 ~~engineer~~hangar manufacturer a list of repairs needed on the hangars. When ~~the engineer~~a representative  
47 of the company -is in the area again, he will spend an entire day reviewing the District's needs for hangar  
48 repairs. This should be happening within a year. Mr. Smith added that the hangars have been inspected for  
49 safety. Staff does not feel there is an eminent safety failure and they are being watched closely. President  
50 Eagan requested staff review District records with regard to the possible hangar reserves and reply to Mr.  
51 ~~Renkins~~Reinkens questions.

## 52 CONSENT CALENDAR

53 Director Hetherington requested that the Operations and Comments Report – Q2 2011 be pulled from the  
54 Consent Calendar.

- 55 • Minutes of the June 13, 2011 Special Board Meeting
- 56 • Minutes of the June 23, 2011 Regular Board Meeting
- 57 • Monthly Service Bills and Fees
- 58 • Financial Report
- 59 • Communication and Outreach Efforts – Q2 2011
- 60 • Tentative Strategic Plan

61 **MOTION #1 JUL-28-11:** Director Jones moved to approve the rest of the items on the Consent Calendar.  
62 Director Hetherington seconded the motion. President Eagan, Vice President Van Berkem, Directors  
63 Hetherington, Jones and Morrison voted in favor of the motion. The motion passed.

- 64 • Operations and Comment Report – Q2 2011

65 Director Hetherington reviewed the Operations and Comment Report with staff. The public she speaks with  
66 do note that airport staff is very responsive however the public is feeling the impact of airport operations  
67 and does not feel their input will make a difference in the level of annoyance they are experiencing. Vice  
68 President Van Berkem stated that he had called the District regarding a couple of operations that came fairly  
69 close to his house. Mr. Bullock was able to speak with the flight crew of each noted aircraft regarding the  
70 District's noise abatement procedures. The flight crews were unaware of these procedures prior to these  
71 incidents and were very responsive to the information received. Therefore, the public's input is noted and  
72 staff does follow through with each and every comment received. Vice President Van Berkem commended  
73 Mr. Bullock for the outstanding job he has been doing in this area. Director Hetherington agreed with Vice  
74 President Van Berkem's comments.

75 **PUBLIC COMMENT:** None

76 **MOTION #2 JUL-28-11:** Director Hetherington moved to approve the Operations and Comment Report – Q2  
77 2011. Vice President Van Berkem seconded the motion. President Eagan, Vice President Van Berkem,  
78 Directors Hetherington, Jones and Morrison voted in favor of the motion. The motion passed.

## 79 DISTRICT ENGINEER'S REPORT

80 Mr. Clague stated that currently there was nothing to report as the FAA is on furlough right now. This does  
81 not affect any existing grants but will delay future grants.

82 **PUBLIC COMMENT**

83 Mr. Rick Tavan stated that he hopes that there will not be delays in fixing the ramp. This is the second year  
84 that it has been dangerous to taxi airplanes on the ramp. There is gravel everywhere. His airplane has to be  
85 towed out of the hangar and towed back to the hangar. There is a barricade of gravel in front. He stated  
86 the District has millions of dollars for land purchases and urged the Board to fix the asphalt as soon as  
87 possible. Mr. Smith stated that this work would be done within the next six to eight weeks.

88 Director Morrison requested clarification on the work that is scheduled to be completed this summer. Mr.  
89 Smith stated that pavement will be replaced at the end of Hangar rows H, G, E and D. In addition, a  
90 pavement rejuvenator will be applied late next week to various areas of the ramp, taxiways and Runway 1-  
91 19. Mr. Stoner added that extensive crack repair is also being done on Taxiways A, B, D, E, F, H & M as well  
92 as crack repair in the hangars. The Board discussed the current condition of the asphalt and the upcoming  
93 pavement maintenance plan.

94 Mr. ~~Renkins~~~~Reinkens~~ stated that he shares Mr. Tavan's concern. He is getting ready to put a new prop on  
95 his airplane. It is costing him several thousand dollars. There is a lifetime on these props and how often  
96 they can be straightened out. After that, they are beyond their structural limit. Mr. ~~Reinkens~~~~Renkins~~  
97 requested clarification on the type of equipment needed to get the rocks off of the asphalt now. He noted  
98 that there are all kinds of sweepers in the community, but is not sure if they can pick up the debris. He  
99 requested the Board find something that can pick up the debris rather than just brushing it from one side to  
100 another. Mr. Smith stated that staff is currently exploring a partnership with some of the local agencies on  
101 this type of equipment.

102 **AIRPORT COMMUNITY ADVISORY TEAM**

103 ACAT Chair Andrew Terry updated the Board on the current status of ACAT. The iPads are up and running.  
104 There are a few issues that have been identified such as fonts used for presentations. There are potential  
105 distractions leading to the need for establishing meeting etiquette when using iPads. Mr. Terry stated that it  
106 may be advantageous to create an iPad application for the District. This would facilitate the distribution of  
107 District information. ACAT will be reviewing this concept further and report their findings at a future  
108 meeting. ACAT is working with staff on creating a presentation based on the Road Show however it will be  
109 geared to non-aviation users. The objective is to inform the public on the various aspects of the Airport  
110 District and what the airport is doing in and for the community. ACAT has also been discussing the idea of  
111 contacting local businesses to incent airport usage. Another project ACAT is working on is infrastructure  
112 options which could avoid repositioning flights, such as the use of lav carts and questioning operators to see  
113 what would help them stay at Truckee Airport rather than somewhere else. President Eagan stated she  
114 would like to see if the District's flight tracking system can assist in quantifying the amount of repositioning  
115 that is taking place. Mr. Terry stated that he is not sure how much access ACAT has to the flight tracking  
116 data as the District is still in data capture mode for the first year. Mr. Smith added that staff will be working  
117 with ACAT to see if the flight tracking system can assist with this. ACAT will also be working with Operations  
118 staff regarding the possibility of purchasing ground power units (GPUs). After discussing the matter, the  
119 Board requested staff move forward with the purchase or lease of a GPU along with a plan of action for its  
120 deployment and a fee for use.

121 **PUBLIC COMMENT**

122 Mr. Tavan stated that he is glad the iPads are working for ACAT. This month the distributed agenda had tab  
123 pointers that did not work on his iPad. It worked fine on his PC. Maybe a release change or a difference in

124 setup procedure is needed. He also noted that the one year moratorium Mr. Terry referred to on the flight  
125 tracking system was solely a moratorium to enforce noise abatement procedures. All aggregate use of data  
126 is perfectly valid and the Board has never had any problem with it.

127 **ADMINISTRATION BUILDING CONSTRUCTION UPDATE**

128 Mr. Phred Stoner updated the Board on the new administration building. The project is now approximately  
129 60% complete. Approximately 75% of the drywall has been installed. The site curb work is being installed  
130 on the north and west sides of the buildings. All underground utility tie-ins are also complete. Substantial  
131 completion of the building is scheduled for December. Vice President Van Berkem requested clarification on  
132 the replacement of some of the exterior windows. Mr. Stoner stated that this will not affect the schedule at  
133 all. There is distortion in some of the windows that is not acceptable. GLA Morris is looking at getting a  
134 third impartial party to provide an independent analysis of the installation.

135 **PUBLIC COMMENT:** None

136 **RESOLUTION 2011-05: NEW BANK SIGNATURE CARDS WITH BANK OF THE WEST**

137 Ms. Dykstra reviewed the resolution adding Director Jim Morrison to the Bank of the West signature cards.

138 **PUBLIC COMMENT:** None

139 **MOTION #3 JUL-28-11:** Director Hetherington moved to approve Resolution 2011-05 of the Truckee Tahoe  
140 Airport District: New Bank Signature Card with Bank of West and waive the reading. Director Jones  
141 seconded the motion. A roll call vote on Resolution 2011-05 resulted in the following: President Eagan-Yes,  
142 Vice President Van Berkem-Yes, Director Hetherington-Yes, Director Jones-Yes and Director Morrison-Yes.  
143 The motion passed.

144 **POLICY 210.0 – EXPENDITURE AUTHORIZATION**

145 Ms. Dykstra reviewed the revised expenditure authorization policy with the Board. Director Hetherington  
146 requested clarification on the local business reference in the policy. Mr. Smith stated that the revisions  
147 were based on a similar policy adopted by another local special district. Further revisions will be made to  
148 this policy to ensure all figures and references are accurate. President Eagan requested that staff check with  
149 Town Hall regarding the reference to local business.

150 **PUBLIC COMMENT**

151 Mr. Terry requested clarification on the terminology being used by the Board in reference to a Board  
152 President / Vice President vs. Chair / Vice-Chair. He thought the Board had a Chairman or Chairperson  
153 rather than a President or Vice-President. The Board stated that the District has always had a President /  
154 Vice-President and not a Chair.

155 Director Hetherington complimented staff for updating the policy and making it more understandable.

156 **BREAK:** At 10:20 a.m. the Board recessed for a short break. At 10:30 a.m. President Eagan reconvened the  
157 meeting.

158 **AWARD OF BID – APRON LIGHTING**

159 Mr. Smith stated that the strategy with this project is to secure end-of-year FAA funding. Currently the FAA  
160 project manager has the documentation for the Hangar Rows J & K project which is designed, bid and just  
161 waiting for funding. The FAA is presently on furlough. At this time, getting this project funded with end-of-

162 year funding is extremely unlikely. Staff is recommending that the Board reject all bids on the Apron  
163 Lighting project. All bidders will be requested to keep their current bid documents as this project will go out  
164 to bid again as-is. This will enable the District to have the project to the FAA for funding next summer.  
165 Director Jones requested clarification on the decision to reject all bids. Mr. Smith stated that the first reason  
166 was due to the delay at the FAA. Mr. Collinson added that District Legal Counsel has done research based  
167 on the Board direction from the June 23, 2011 Board meeting on this item. Based on the research done, the  
168 documents originally omitted by Koch & Koch are waivable discrepancies. Correspondence received from  
169 Hansen & Bridgett, representing Royal Electric, disagree with the District's findings. Hansen & Bridgett are  
170 requesting the District reject the Koch & Koch bid and award the bid to Royal Electric. This project could be  
171 tied up in litigation. President Eagan asked if putting this project on the FAA project manager's desk would  
172 jeopardize the J & K project. Mr. Smith stated that he is confident the FAA will fund this project next year  
173 but it could affect the funding of the J & K project.

174 **PUBLIC COMMENT**

175 Mr. Eric Gardner, Project Principle with Royal Electric stated that they bid several hundred construction  
176 projects a year. They go through the same process with different boards, counties and cities across the  
177 western United States. A lot of times they get into situations where they are the lowest bidder and they  
178 did not submit a form because there are so many forms and so many things to get signed. They have to go  
179 back to their office after a board like this decides to reject their bid and take the second responsible  
180 apparent low bidder. If the board moves forward with rejecting all bids, the only concern he has is that  
181 costs may change. Right now the market is extremely volatile in the copper and lighting market. Prices may  
182 go up. He has noticed a trend in their supplies and the pricing of their material has gone up. He is  
183 requesting that the Board reconsider the rejection of all bids and award the project to the most responsible  
184 lowest bidder which is Royal Electric. They have been dealing with airport electrical work for over 40 years  
185 mainly in the western United States, for the government, for cities and everyone like the Board. He is not  
186 sure what is happening with the FAA and with their funding. But he believes that if the Board were to  
187 present a responsible low bidder now that the District's position would be a lot better with the FAA in  
188 getting funding. That is what he has heard from other airports that he has been doing business with around  
189 the west coast.

190 **MOTION #4 JUL-28-11:** Director Hetherington moved to reject all bids as it is in the best interest of the  
191 District. Vice President Van Berkem seconded the motion.

192 ~~There was no call for vote. Motion failed for lack of majority.~~ Director Jones requested clarification on the  
193 District's strategy on this project. Mr. Smith stated that if all bids were rejected at this point, it would go  
194 back out to bid in February or March of 2011. Director Morrison stated that it is in the best interest of the  
195 District to reject all bids however it is also in the best interest of the District to get it bid and to the FAA  
196 project manager. Mr. Smith will check with the FAA project manager to find out when the most  
197 advantageous time is to get this project to him.

198 **AMENDED MOTION #4 JUL-28-11:** Director Hetherington moved to reject all bids as it is in the best interest  
199 of the District and rebid the project as soon as practical.

200 Motion died for lack of second. Vice President Van Berkem expressed his concern with regard to the legal  
201 paper trail needed to be followed when the project goes out to bid and to the FAA so soon. Mr. Smith  
202 stated that he will be speaking with the FAA project manager to ensure the District is submitting the project  
203 at the most advantageous time.

204 **AMENDED MOTION #4 JUL-28-11:** Director Hetherington moved to reject all bids as it is in the best interest  
205 of the District. Vice President Van Berkem seconded the motion. President Eagan, Vice President Van  
206 Berkem, Directors Hetherington, Jones and Morrison voted in favor of the motion. The motion passed.

207

208 **AWARD OF BID – CHANDELLE WAY**

209 Mr. Clague stated that the project was advertised. The bid opening for this project was held on July 21,  
210 2011. Two bids were received at that time: Aspen Developers and Advanced Asphalt were the responding  
211 parties. Aspen developers did not complete one of the required forms. In addition, Aspen submitted a  
212 proposed construction schedule that is five (5) days longer than what the District was requiring as the  
213 contract period. Mr. Clague is recommending the Board reject the bid submitted by Aspen Developers and  
214 award the bid to the lowest responsive bidder which is Advanced Asphalt. Mr. Collinson stated that in terms  
215 of the proposed construction schedule being five days longer is clearly non-responsive and gives the  
216 contractor an unfair advantage. He recommended the bid be rejected on that ground.

217 **PUBLIC COMMENT:** None

218 **MOTION #5 JUL-28-11:** Vice President Van Berkem moved to award the contract to Advanced Asphalt for  
219 \$278,588 and reject Aspen Developers bid as being non-responsive. Director Jones seconded the motion.  
220 President Eagan, Vice President Van Berkem, Directors Hetherington, Jones and Morrison voted in favor of  
221 the motion. The motion passed.

222 **AMENDMENT TO GENERAL MANAGER'S CONTRACT**

223 Vice President Van Berkem stated that it was the Board's intent to get the General Manager's Performance  
224 Review and compensation done on a fiscal year with salary action being taken after an evaluation of his  
225 year's performance retroactive to the beginning of the fiscal year. An initial performance review was done  
226 in October of 2010 however due to the short period of time on the job, salary action was not taken. The  
227 performance review will be done in October of 2011 with a compensation review to be done between  
228 October and December 1, 2011. This amendment will provide for initial compensation to be retroactive to  
229 the one-year anniversary date of the Employment Agreement. All future compensation considerations will  
230 be on a fiscal year cycle.

231 **PUBLIC COMMENT:** None

232 **MOTION #6 JUL-28-11:** Director Jones moved that Section 5B of the Amendment of the Employment  
233 Agreement for Kevin Smith be amended as stated in the Amendment Employment Agreement. President  
234 Eagan seconded the motion. President Eagan, Vice President Van Berkem, Directors Hetherington, Jones  
235 and Morrison voted in favor of the motion. The motion passed.

236 **POLICY 621.1 – LEASES, RENTS, RATES AND CHARGES: EVALUATION AND REVIEW OF POLICY GOALS**

237 Mr. Smith stated that he would be presenting in Mr. Kevin Bumen's absence. He reviewed the changes to  
238 Policy 621.1 with the Board based on the guidance received from the Board at the June 23, 2011 Board  
239 meeting. Staff has expanded the principles of the policy from five to eight guiding principles based on the  
240 District's Strategic Plan. Discussion followed regarding clarification of wording and prioritization of the  
241 goals presented. President Eagan indicated that she would like the policy to address how staff intends to  
242 use these principles. Staff plans to incorporate enterprise metrics into the policy and make rate setting  
243 more fluid and market driven. Mr. Smith indicated that more work needs to be completed based on the

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244 received Board and public input as to how to implement these revised guiding principles. Mr. Smith stated  
245 that staff will make the changes discussed and present revisions along with minimum standards at the  
246 September Board meeting.

247

248 **PUBLIC COMMENT**

249 Mr. Bob Fink stated that he is greatly encouraged by the Board's conversation. Item number eight states  
250 you can do anything you want. That is just an outsider's look at it. It's like when you say you can make  
251 money and run things for your purposes for doing anything aeronautical or non-aeronautical it just seems  
252 like it is an overriding escape valve that anything you want to do you get to do. And that may not at all be  
253 what the intention was.

254 Mr. Tavan stated that is was a very good discussion. This is really the first of a series of three or four  
255 different documents that will contain much more specifics. Staff just wants to have some guidelines. By  
256 definition, these guidelines have to be broad so that they can do what they need to do. Number eight may  
257 well be the broadest of these guidelines however it is the only one that recognizes the fact that the airport  
258 brings economic benefit to the community. Let's please not lose that fact.

259 Mr. ReinkensRenkins stated that this was a good start with good general guidelines. He shares the prior  
260 public's comments on some of these. Number eight and some of the others, what is missing is safety in  
261 these criteria. You do not want Rick to lose a propeller blade because of a prop strike at the airport. That is  
262 what we are getting down to. It has happened. We have lost props before. There is a prop buried out at  
263 Donner Lake somewhere. These can be applied to any project big or small and there are things that are  
264 applicable. So you have to cut and paste. You cannot use them all but there some that are applicable.  
265 These are the general guidelines that influence how you evaluate a project, how you want staff to work. He  
266 thinks they should be broad in general so that gives them general guidelines. The specifics will come. He  
267 urged the Board to write the implementing procedures as the projects are developed.

268 Mr. Terry stated that perhaps the environmental aspect of this is missing. This is all based on hard cost  
269 benefit that the District will not make a profit on hard costs. He thinks potentially there are some  
270 opportunities of soft cost benefits which may impact these rates and charges. He is encouraged to see that  
271 number seven has mitigated those operational impacts but it only says "with operational incentives". He  
272 thinks there may be other things like subsidies for greening of operations. Aviation is not a very green  
273 approach to transportation. He thinks this is a little bit constrained in that it is very focused on straight  
274 dollars and cents. He stated it may need some flexibility built in to recognize that if the District uses best  
275 industry practices that might be more expensive but it yields some degree of benefit to the community to  
276 use GPUs instead of APUs for example.

277 Staff and the Board then discussed the status of the funds budgeted this year for a lavatory cart and dump  
278 station. Director Jones asked if that project will be completed this year. Mr. Smith indicated that staff has  
279 researched this service and feel it is economically sound and would be a positive service to provide. He  
280 expressed some concern as to past discussions regarding Board consensus to move forward with the  
281 project. President Eagan indicated that the Board approved this as part of the Budget over the past 2 years  
282 and in her recollection the Board is waiting for staff to complete the project or bring information to the  
283 Board as to why it shouldn't be completed. Mr. Smith indicated that staff is ready to move forward with  
284 installation of the dump station and acquisition of a lavatory cart. There was consensus among the Board to  
285 move forward. Director Hetherington asked staff to consider an appropriate fee to offset capital and

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286 operating costs for the service. Mr. Smith indicated that he has been in touch with others that provide this  
287 service and feel an appropriate and competitive fee can be charged to recover District costs.

288 Staff will process all comments received from the public and the Board. A red-line draft will be reviewed by  
289 the Board at the September Board meeting. In addition to staff's plan to reach out to airport users, Mr.  
290 Smith and President Eagan requested Board input regarding the appropriate level of solicitation of general  
291 community public comment on these new guiding principles. Vice President Van Berkem indicated that he  
292 felt comfortable representing the community on this particular issue and feels as an elected official he has a  
293 sense of where the residents are coming from. Director Jones agreed.

294 **BREAK:** At 11:37 a.m. the Board recessed for a short break. At 11:45 a.m. President Eagan reconvened the  
295 meeting.

#### 296 **BUDGET DISCUSSION**

297 Ms. Dykstra reviewed the proposed budget details for fiscal year 2011-2012 with the Board based on the  
298 discussion from the June 13, 2011 Board meeting. Mr. Smith added that at the September Budget  
299 Workshop the Board will have the Pavement Management Plan for 2012. This will help the District decide  
300 how it would be best to allocate those funds. The Board discussed changes to the proposed property tax  
301 allocations in the following areas:

- 302 • To Fund Operations
- 303 • Pavement Maintenance
- 304 • TTAD Portion of FAA Grant Projects
- 305 • Annoyance Reduction Programs and Community Outreach Projects
- 306 • Other Capital Projects
- 307 • Land Purchase / Management

308  
309 President Eagan requested clarification on what expenses are allocated to each of the proposed areas noted  
310 above. Ms. Dykstra reviewed the expense allocations with the Board. She stated that the expenses for  
311 each allocation are very detailed and are outlined in the budget. As a broad overview: the category "To  
312 Fund Operations" includes all operating, general and administrative expenses as well as maintenance (other  
313 than pavement maintenance) expenses that are allocated to the operating and administrative departments  
314 of the District; the "Annoyance Reduction Programs and Community Outreach Projects" category includes  
315 all expenses classified as community outreach; "Land Purchase / Management" includes all expenses  
316 allocated to the management of the District's land, as well as actual property purchases. Director  
317 Hetherington requested clarification on the percentage of property taxes being allocated for pavement  
318 management from other areas. President Eagan stated that she would like to see the annoyance reduction  
319 and community outreach percentage remain the same rather than reduced. It sends a clear message that  
320 this is an important area to focus on for the District. Director Morrison stated that maintenance is not  
321 being done to a high enough standard. He added that the District should allocate more funds to maintain  
322 the airport for the benefit of the community and airport users. He added that it is also very important for  
323 the District to focus on noise reduction. President Eagan stated that she sees the current 20% allocation as  
324 not being a constraint. Mr. Smith stated that in September the Pavement Management plan, the PCI in  
325 particular, will help the Board determine if these percentages should change. In addition, the District has a  
326 proposal for \$50,000 to continue the Capital Facility planning on a year to year basis. Both of these items  
327 will help the Board determine how much to allocate to the different areas based on the District's needs.  
328



329 Mr. Tavan stated that there is a need to fix the airport. President Eagan stated that Mr. Tavan would have  
330 time for public comment after the Board completed their discussion.

331  
332 Director Jones stated that he would like to see the sense of urgency on the District's pavement maintenance  
333 issues as well as annoyance reduction and community outreach. Vice President Van Berkem stated that  
334 there is more than enough money to accomplish what the District needs to do. He would like to have staff  
335 come back to the Board with options on maintenance projects that can be accomplished this summer and  
336 fall.

337  
338 **PUBLIC COMMENT**

339 Mr. Fink stated that at the beginning he thought that this is something that is modified year by year to  
340 reflect what the District needs. He understands that that is not what those numbers are. He noted that the  
341 Board should not be spending a lot of argument time trying to figure out how to change a long term  
342 planning number especially given all the planning the District has coming up in a little while. But the Board  
343 does need to address airport maintenance and does need to have guidance that staff can have. The Board  
344 needs to leave one alone. He questioned if it was really the right time to have a discussion about whether  
345 the Board is going to let the public think there is a different view point on how much the District is buying  
346 land and how much the District is doing in noise abatement. He does not think the Board really wants to  
347 have that discussion right now. There is a lot of planning coming in the near future that will let the Board  
348 adjust those figures. But the Board does have to put a lot of money into maintenance. Staff needs  
349 guidance. He added that he would leave the existing one alone given that there is a lot of strategic planning  
350 and public involvement coming over the next little while and move ahead the way Ms. Dykstra's chart shows  
351 in the near-term until the Board knows more about the long-term. What Mr. Fink says he is hearing from  
352 the pilots is that this is not "Chevy" level this is "Model A Ford" level. It is time to fix up the place.

353 Mr. Tavan apologized for his out-of-turn remarks earlier in the meeting. He stated he gets pretty emotional  
354 when the airport is falling apart. He hears a Board that is dedicated to continuing that. Director  
355 Hetherington asked if Mr. Tavan was speaking as an AOPA representative or as Rick Tavan. Mr. Tavan stated  
356 he was speaking as Rick Tavan. But AOPA wants to know if the airport is falling apart. He stated he is always  
357 speaking for himself he is not a representative of the AOPA. He is a volunteer for the AOPA. He keeps them  
358 informed of what is going on at the airport. In particular, they have big legal pockets. So if something ever  
359 went wrong that required legal intervention that is where they would get it. Mr. Tavan noted that when the  
360 citizens of this community voted over 50 years ago to have an airport and to take some tax revenue to make  
361 that possible, they did it because they knew that an airport is an economic boom to the community, a safety  
362 asset and a resource that could be used in many ways. They did not specify a percentage of that money to  
363 be used for annoyance and mitigation or even for land purchase. He stated that this airport is going to hell  
364 and it has been doing that steadily for the last few years. Because we are not allocating enough money or  
365 we are not allowing the good staff that we have on board to spend the money that we have. Instead we are  
366 chartering more and more studies. Let's get professionals to tell the staff how to maintain the airport even  
367 though the staff has been telling you how to maintain the airport and would be in full agreement with the  
368 professional studies on how to maintain the airport. It is just fine that the community has prospered over  
369 the last 50 years and we now have more tax money coming in to this airport than we need to fund the  
370 operation. One of the main reasons we have all that tax money is because the community has thrived and  
371 one of the reasons the community has thrived is because it had an airport. It had a good airport. It had an  
372 airport that people were willing to use, that they were comfortable using. And like in so many other  
373 communities around this country, after you build the airport, the money comes. He doesn't think there are

374 very many pilots that begrudge the airport its land acquisitions. It's not an aviation purchase but it's a good  
375 thing to do with funds. But the priority with the use of those funds should always be keeping this airport  
376 whole, operational, safe, sound and secure; spending money in advance early in small amounts to avoid  
377 major reconstruction later. This chart is not only a long-term document. It is revisited by Board charter  
378 every year. It is a guiding document and it is terribly imbalanced. An appropriate balance might be 80% to  
379 aviation and 20% to non-aviation. We are still way off base. A slight change in these allocations would at  
380 least say to the community we recognize that the priority of this District is running an airport. Our priority is  
381 not land acquisition although we are delighted to do it. But before we spend money on noise mitigation and  
382 community outreach while on meetings on the shores of Lake Tahoe, even though nobody shows up from  
383 this area; before we spend all of that money, our first priority should be to keep the airport safe, secure and  
384 operational. I think staff has done an outstanding job of presenting the Board a new set of numbers that  
385 correctly reflect a changed emphasis. Maintenance is getting more expensive because we have neglected it.  
386 FAA money is becoming harder to get. Congress is now haggling over the 21<sup>st</sup> short term reauthorization of  
387 the FAA. It has been many years since the FAA has actually had a secure budget and it sure doesn't look like  
388 things are going to get any better. Washington is paralyzed. Frankly, Truckee Tahoe is paralyzed. Let's  
389 change the numbers a little bit. Let's say to the public, let's have an airport and let's let our spending  
390 priorities reflect the mission that this District was chartered to pursue. Let's have an airport.

391 Director Morrison stated that noise reduction and community outreach are important to the airport. If they  
392 are neglected or ignored, the District will have an upset community. He added that money should be spent  
393 in these areas. The Board discussed the allocation of property taxes in the proposed programs. The Board  
394 agreed to allocate a percentage of property taxes for pavement maintenance. Mr. Smith stated that the  
395 District should prepare itself for a regular pavement maintenance schedule. Vice President Van Berkem  
396 stated that the District has several more months to do maintenance this year. He added that the District  
397 should not ignore the \$7 million dollars it currently has and the time to spend it this year on maintenance.

398 President Eagan asked staff if they had enough information to proceed. Ms. Dykstra will incorporate all  
399 Board comments into the draft budget which will be presented for Board approval at the September Budget  
400 Workshop.

#### 401 **AD-HOC DISTRICT BENEFITS REVIEW COMMITTEE REPORT**

402 Vice President Van Berkem stated that the committee has met with staff. The committee will be finalizing  
403 recommendations for Board review at the next Ad-hoc committee meeting scheduled for Friday, August 5,  
404 2011. The committee will present these recommendations at the next Board meeting scheduled on  
405 Thursday, August 25, 2011.

406 **PUBLIC COMMENT:** None

#### 407 **MASTER PLAN REQUEST FOR QUALIFICATIONS (RFQ) REVIEW**

408 Mr. Smith reviewed the proposed RFQ and Scope of Work for the District's Master Plan with the Board. This  
409 is the first of several drafts to be reviewed over the coming months. Mr. Smith will be meeting with the  
410 District's FAA project manager and project planner on August 18, 2011 to discuss the proposed RFQ. Vice  
411 President Van Berkem stated that it is essential that the District increase community involvement with this  
412 project. Director Morrison noted that another consideration is to invite the public to the airport for events  
413 not specifically related to the airport in an effort to initiate discussions. Mr. Smith discussed the  
414 qualification process with the Board.

415 **BREAK:** At 1:23 p.m. the Board recessed for a short break. At 1:27 p.m. President Eagan reconvened the  
416 meeting.

417 **MASTER PLAN REQUEST FOR QUALIFICATIONS (RFQ) REVIEW - continued**

418 Director Hetherington requested staff review the areas in the RFQ that reference community outreach so  
419 that the wording emphasizes the importance of community involvement in this process. Staff made note of  
420 the Board's suggested changes and will present another draft at the September Board meeting scheduled  
421 for September 22, 2011.

422 **PUBLIC COMMENT:** None

423 **GENERAL MANAGER'S REPORT**

424 Mr. Smith updated the Board on his outreach efforts in the community. The District helped facilitate the  
425 Civil Air Patrol's Mission to Mars summer program. The event was well attended by children ages 10 and 11  
426 and their parents. The District would like to see this program continue and are working with Civil Air Patrol  
427 to make it an annual event. EAA assisted with Young Eagle Flights and Truckee Amateur Radio Society  
428 assisted with Morse Code communications.

429 Mr. Smith noted that the Neighborhood Outreach Calendar continues to grow as more events are added  
430 with the assistance of Leeds Davis from ACAT. In addition, the simulator has arrived. There are several  
431 events late this summer that District staff is scheduled to attend with the simulator.

432 Mr. Smith has met with a local artist regarding a potential art gallery in the new administration building. She  
433 will be providing a proposal in the near future for Board review. Mr. Smith also reviewed the Project and  
434 Policy Summary as well as his Project Tracking List with the Board.

435 **PUBLIC COMMENT**

436 Mr. Tavan stated that he liked the idea of an art gallery. A lot of transient pilots fly into Truckee and they  
437 would be good for souvenirs.

438 **BREAK:** At 2:20 p.m. the Board recessed for a short break. At 2:30 p.m. President Eagan reconvened the  
439 meeting.

440 **PUBLIC COMMENT:** None

441 **CLOSED SESSION**

442  
443 At 2:30 p.m. the Board entered closed session pursuant to government code sections:

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

446  
447 At 3:15 p.m. the Board recessed out of closed session and reported the following actions:

- 448 • GOVERNMENT CODE SECTION 54957 – GENERAL MANAGER QUARTERLY PERFORMANCE  
449 REVIEW  
450 *The Board and the General Manager discussed his quarterly performance review. No action was*  
451 *taken.*

452  
453 **BOARD MEMBER ANNOUNCEMENTS:** None

454

455 **ADJOURN**

456 **MOTION #7 JUL-28-11:** Vice President Van Berkem moved to adjourn. Director Hetherington seconded the  
457 motion. President Eagan, Vice President Van Berkem, Directors Hetherington, Jones and Morrison voted in  
458 favor of the motion. The motion passed.

459  
460 At 3:15 p.m. the July 28, 2011 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

DRAFT