



General Manager's Report

Item 1 – Up Coming Training/Conferences
Item 2 – Aviation Safety Seminar
Item 3 – Brockway TDR Proposal
Item 4 – Future Meetings

Item 5 – Tahoe Flying Club
Item 6 – Project Tracking List Review

Item 1 – Upcoming Training Opportunities

- AOPA Summit – Oct. 10-12, 2013 – in Dallas Fort Worth.
- National Business Aviation Association NBAA Annual Convention – Oct. 22-24, 2013 in Las Vegas
- Special Districts Leadership Academy* – Nov. 17 -20 – Napa, CA
- International Council of Airshows – Paris Hotel Convention Center – Dec. 8-11, 2013 - Las Vegas

*2½ day leadership conference presented by CSDA to provide new Board Members with immediate training, offer newly elected Board Presidents the training they need to effectively lead, and provide experienced Board Members with current practices and information about the key concerns facing special districts.

Item 2 – Aviation Safety Seminar, Nov. 19, 2013

Our Fall Aviation Safety Seminar is planned and scheduled for Nov. 19, 2013 at 6:00 PM. John Fisher, Support Manager from the FAA's Airspace and Procedures Office will be presenting. Topics he will cover include operations at Oakland ARTCC and how TRK fits into the National Airspace system. He will also discuss current radar coverage limitations, transponder operations, flight following, glider operations, IFR clearances, approaches, departures, and the improvement expected with ADS-B. The Seminar will be held in the Airport District Community Rooms.

Item 3 – Transfer of Development Right Proposal on Brockway Summit

Staff will update the Board on the current proposal and the details of the application submitted to Placer County. The TDR proposal is in close proximity to the RNAV arrival under development by the Airport District.

Item 4 – Calendaring of Future Meetings

Staff would like to briefly discuss future dates for the following upcoming meetings:

- Master Plan Public Workshop/Open House – Early November (evening meeting)
- Staff/Board of Director Retreat – Early January 2014

We will discuss a few proposed dates and work towards finalizing times and dates for these meetings.

Item 5 – Tahoe Flying Club Formation

Staff will brief the Board on the proposed formation of the Tahoe Flying Club. A formal request for official recognition per District Rules and Regulations will be presented at the Oct. 17th Board Meeting.

Item 6 – Project Tracking List Review

To assist in your review, items listed in red have new information and updates. Any items on the project tracking list may be discussed in the meeting. The Priority color key is as follows:

RED: High Priority. Staff is currently working on the project.

ORANGE: Medium Priority.

BLUE: Low Priority.

New Projects This Month

- One In One Out Approach/Departure Issue
- Night Operation Possibilities Assessment

Completed Projects Removed From List

- #6 – Godbe Survey Project
- #12 – Waddle Ranch Stream Crossing and Road Improvements

Priority	REF#	Start Date	Project	Description	P.M.	What's Next	Board Meeting	E.T.C. / C.D.
Communication - Community Outreach - Annoyance Mitigation								
	1	May 2009	Flight Tracking – ATC Data utilization and transponder interrogation.	Project will continue exploring flight track data utilization in real time FAA air traffic control operations. Project will also continue to secure long term agreement with FAA to permanently interrogate aircraft.	Kevin B.	Staff is continuing ongoing outreach with the FAA, Oakland Center, TRACON, ERA, and others to secure ongoing agreements to maintain the MLAT system. Staff is currently working with ERA to seek additional investment in our system to move towards potential certification. Staff is also continuing to work with the FAA to extend our agreement past Jan. 2015.	Dec. 2013 – GM Update	Dec. 2013
	2	Oct. 2010	Land Use Assessment and Property Acquisition Watch List	Review land use planning and zoning in Placer and Nevada Counties and Town of Truckee for compatibility and future challenges. GM will assess land use compatibility and identify future challenges in Truckee, Nevada and Placer Counties.	Kevin S.	This process is intended to assist in identifying candidate properties for acquisition along with effects of current zoning, general plan land use designations, and (TDR) Transfer Development Rights programs. Land use and zoning maps overlaid with our CLUP data is the first critical step to establishing an organized and thorough acquisition plan. Staff is in process of building a GIS tool to query specific land use and zoning data along with CLUP data to identify high priority parcels. While we continue to work on the tool, the final data and associated parcels will be identified as part of the Master Plan process.	Winter 2014	Aug. 2013
	3	June 2010	Master Plan Update	Comprehensive update of 1998 Airport Master Plan.	Kevin S.	Mead & Hunt, Staff, and the ad hoc committee are meeting regularly preparing the draft development alternatives, along with the forecast and facility requirements. The next deliverable to the public will be in September when we review the development alternatives and scope the process down to a preferred alternative.	Monthly Updates through 2013	Fall 2013
	4	Jan. 2007	Strategic Planning Process	Planning effort to create a strategic plan for TTAD by defining specific objectives and strategies for various planning and operational categories.	Kevin S.	Board of Directors has reviewed and incorporated comments from Staff and ACAT and Community. Board has approved Draft Strategic Plan. Finalization of Strategic Plan will be tabled until Master Plan process begins.	Winter 2014	Fall 2014
	5	Mar. 2012	Fall/Winter News Letter	Bi-annual newsletter published late spring and fall	Kevin B.	News letters were sent out in March. Next newsletter will be Fall of this year.	Dec. 2013	Dec. 2013
	6	Sept. 2013	Potential for Night Operations Assessment	Staff, ACAT and Board will study and look for solutions where appropriate to understand and mitigate potential future night aircraft operations	Kevin B.	Staff will work with ACAT and the Board on a formal project to better understand aircraft operations and technology changes to anticipate and mitigate potential impacts from future night operations. Staff is currently working with a few different jet operators to limit or restrict night ops by agreement in return for the development of special departure procedures.	Dec. 2014	Dec. 2014
	7	Sept. 2013	Air Show	Airport District partnership with local non-profits with the purpose of producing an annual Air Fair and Family Festival to benefit the airport and local non-profits.	Kevin S.	Planning is underway based on the approved budget of \$130,000. ICAS is the next step for the Air Fair Committee along with beginning the sponsorship development process. The Air Fair Committee will do their first Board update at the January 23, 2014 Board Meeting.	January 2014	July 12, 2014
	8	Sept. 2012	Quarterly Aviation Safety Seminars	Staff will work on a program to promote aviation safety through quarterly aviation safety seminars.	Kevin B.	The next Seminar is Nov. 19, 2013 in the Board Room. A controller from Oakland Center will be the featured speaker.	Nov. 19, 2013	Dec. 2013
	9	Jan. 2013	Website Update	Revise and update the District website, content, and website management system.	Hardy	New Leaders Group was selected to complete the work on the website. Work has begun. Periodic update with the Board will occur throughout the process as well as regular meetings with the Landmarks	Dec. 2013	Fall 2013
Airport Operations								
	10	July 2008	Runway Load Bearing Study	Study process to evaluate load bearing capacity of TRK runways.	Kevin S.	Due to the infrequent nature of runway numbering changes, the FAA has taken an inordinately long time to process our AF/D and chart modification requests. There has been some movement with the San Francisco Airport District Office to make the change. They are currently updating the GPS A approach to runway 20 which apparently has delayed the AF/D final update.	Dec. 2013 – GM Update	April 2013
	11	July 2010	Minimum Standards Policy	Develop Minimum Standards to be used in evaluating services provided on the airport under permit or lease	Kevin B.	This project has been tabled until Master Plan is complete. Staff will reinstate this project in fall of 2013.	Winter 2013 – Will begin	Spring 2014

Priority	REF#	Start Date	Project	Description	P.M.	What's Next	Board Meeting	E.T.C. / C.D.
	12	Sept. 2013	One in One Out Approach/Departure Issue	Currently due to a lack of surveillance, only one aircraft at a time can either depart or approach the airport in IMC. Project is intended to solve that problem to allow more efficient use of the airspace.	Kevin B.	Staff will be working on a scope for this new project. A few studies and project underway are related to this item. Staff's current focus is to secure aircraft surveillance into and out of the valley allowing ATC to see aircraft. This project is related to Project #1.	Oct. 2013	Dec. 2014
	13	July 2009	Alder Hill Beacon Tower	We have a beacon on the tower located on Alder Hill. There are some questions as to who owns the tower, how to access the tower, and the future of the facility.	Kevin S.	The first level of access barricades has been installed and the tower is posted restricting access. We are working the agencies which have equipment on the tower to remove and clean up the antennas and equipment on the tower. We are very close to final agreements with neighboring property owners on access	Dec. 2013	Summer 2013
	14	Jan. 2013	Aviation Safety Initiatives	Staff is managing various safety projects to enhance airfield and flight safety at TRK.	Kevin B.	Current projects include Density Altitude (DA) Sign Installation, aviation safety seminars, and new airfield signs. We have also proposed Aircraft Rescue and Fire Fighting (ARFF) training and equipment in next year's budget. New DA signs are installed and working. Staff and ACAT are currently working on a study to review the feasibility of enhanced Unicom services to pilots. (traffic advisories, weather, etc.)	Dec. 2013	Sept. 2014
	15	Jan. 2013	100LL and Jet A Fuel Vendor RFP	Solicit new fuel vendor proposals for 100LL and Jet A services for the airport.	Dave H.	Contracts have been signed. We plan to begin service with AvFuel on Oct. 1 st .	Oct. 2013 – GM Update	Oct. 2013
	16	July 2009	RNAV Approach/Departure	Development of special visual RNAV arrival/departure procedures	Kevin B.	There have been some new developments in regard to the RNAV procedure, coupled with FAA utilization of M-LAT data and new non-precision approach runway markings for runway 2/20. Staff continues to work with Oakland Center and NorCal Approach on options to use M-Lat data. Use of this data in Air Traffic Control operations will assist in finalizing and publishing RNAV procedures. This item is directly related to and influenced by project #1. It will be difficult to move forward with an approved procedure without surveillance which project 1 has the potential to provide.	Oct. 2013	Summer 2013
Capital Projects and Facilities Planning								
	17	Oct. 2012	2013 Pavement Work Program	Staff will supervise the completion of the 2013 pavement work program as outlined in the PMP and approved by the Board of Directors	Phred	The Summer pavement work continues. Final paving should occur the week of Sept. 22. Project completion is scheduled for mid-October.	Oct. 2013	Oct. 2013
	18	Oct. 2012	Tahoe City Emergency Services Helipad.	Construct an emergency Service Helipad on the Tahoe City Golf Course	Dave Hoffman	Design work continues. The biological survey has been completed and design and permitting is in the early stages of development. Staff is working with FAA and Cal Aeronautics to permit the restricted use heliport.	Dec. 2013	Oct. 2014
	19	Nov. 2011	Capital Facility Plan - Structures	Create a Capital Facilities Plan to provide ongoing guidance on the care and maintenance of all District structures.	Mike Ketron and Bill Quesnel	Bill Quesnel, District Engineer will present the final draft of the plan for Board review and final approval.	Sept. 2013	Sept. 2013
	20	Sept. 2012	Pavement Maintenance – Historic Data Collection	Collect documents and create a GIS file layer for all known historic pavement management information.	Kevin S.	Staff will begin by building on the Atkins project from Dec. 2010 where all pavement work beginning in 1994 to 2010 was mapped by year work was completed. Staff will have this data converted to shape files for use in GIS system along with collecting supporting documents, files and institutional knowledge from employees regarding previous pavement work completed.	Fall 2013	Dec. 2013
	21	Oct. 2013	Runway Obstruction Removal Project	This project will remove or top various trees which extend into the Runway Safety Area at the departure end of Runway 29 and 2.	Phred	Staff is working with a forester and surveyor to identify trees to be removed. In total we estimate 300 trees are affected by this project. We are waiting for a final agreement from TTSA allowing the District to remove trees from their property. Project is now scheduled to be completed in October 2013.	Oct. 2013	Sept. 2013
Operating Budget, Funding Sources and Strategies								
	22	July 2010	Trust/Annuity for Waddle Ranch	Creation of Endowment for the maintenance and preservation of Waddle Ranch	Jane	Board consensus was not to create an ad hoc committee. While there is still some interest in pursuing this concept at some level, it is not ready for decision. Staff will discuss this at a future Board Meeting, outline a few options for Board consideration to either move forward with the project or remove it from consideration.	Dec. or Jan. 2014	Summer 2014
Other Items								
	23	July 2010	Non-Compete Policy	Adopt a Policy to clarify Boards position on community vs. TTAD competition with local businesses with similar services.	Kevin S.	GM will seek further clarification from Board at future meeting and then provide a draft policy for Board review. In past discussions, staff intended to tackle this item as part of the PI 504 revision. As that PI revision has been delayed until the Master Plan is	Dec. 2013	Winter 2014

If you don't know where you're going, any road will take you there.

Priority	REF#	Start Date	Project	Description	P.M.	What's Next	Board Meeting	E.T.C. / C.D.
						complete, staff will address this as a single item to be discussed Fall of 2013		